

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
April 20, 2009
7:05 p.m.**

CALL TO ORDER

President Emma called the meeting to order at 7:05 p.m.

ROLL CALL

President Emma called for the roll. President Charles Emma, Vice President Susan VanderVeen, Commissioner Mike Abts, and Commissioner Todd Karas answered present. Commissioner Peggy Condon arrived at 7:45 p.m.

Staff members present were Director Stephen Persinger, Office Manager Linda Fox, Supt. of Recreation Sheavoun Lambillotte, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Supt. of Natural Areas & Interpretation Becky Lambert, SPRC Facility Manager Dana Hofmann, Asst. SPRC Manager/Athletic Supervisor David Shindley and Marketing/PR Supervisor Traci Wicks.

Guests present were Joy Abts, a Geneva resident; Kerry Cook, a Parks Staff member and Jay Kelly, the new Supt. of Recreation for GPD.

No press present.

HEARING OF GUESTS

Supt. of Recreation Sheavoun Lambillotte introduced David Shindley, the Park District's new Assistant Manager of SPRC and Jay Kelly, the new Supt. of Recreation who will be starting on May 4th. Supt. of Parks Larry Gabriel introduced Kerry Cook, a Parks Staff member of Peck Farm Park. Kerry was present to observe the meeting as one of his goals.

READING OF MINUTES

Commissioner Abts made a motion to approve the minutes from the Regular Scheduled Meeting of March 16, 2009 as presented. Commissioner Karas seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Abts made a motion to approve the claims and accounts and addenda as presented. Commissioner Karas seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the March Financial reports. The Investment Report for the month of March showed an annualized rate of return of 1.98%, which is down from the February rate of 2.3%. The Revenue and Expenditure Report for the month of March which is 92% of the way through the budget year, showed that we have collected 100% of the revenue budgeted for all funds. Expenditures are right on target. She advised that copies of the Kane County Tax extension for the Geneva Park District were included in the board packets. Last year our tax rate was 41 cents per \$100 EAV and it decreased once again to 40 cents per \$100 EAV. This decrease is a result of the 5.3% increase in the Park District's EAV with 20% of that being new construction.

Mrs. Powell reminded everyone that the Economic Interest Statements are due May 1st to the county in order to avoid any late penalties.

Commissioner Karas commented that we will continue to see loan losses. Economists expect the economy to bottom out in the second quarter, but unemployment will continue to rise through the end of the year. Thus we will not see any sustained growth before first or second quarter of 2010.

Commissioner Karas made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Vice President VanderVeen seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Commissioner Karas made a motion to approve the agenda as presented. Commissioner Abts seconded. All ayes. Motion carried.

CORRESPONDENCE

Director Persinger shared some information on the IAPD Boot Camp in June for any board members who would like to attend.

OLD BUSINESS

2009-2010 BUDGET ORDINANCE #2009-7

Director Persinger stated that the ordinance has been on display at the park district for at least sixty days. No one has come to look at it or was present at the public hearing to review it. Director Persinger asked for a motion to approve the ordinance. Commissioner Karas made a motion to approve the Budget and Appropriation Ordinance #2009-7 as presented. Commissioner Condon seconded. A roll call vote was taken. Abts-aye, Condon-Absent, Emma-aye, Karas-aye, and VanderVeen-aye. Motion carried.

REVISED AGREED COURT ORDER – DEMPSEY, ING. INC.

Director Persinger advised that last month we approved the document prepared by our attorney, Lee Perington, but Mr. Perington has since changed this document. The court order discusses final payments to be made to three sub-contractors of Dempsey Ing, Inc. which we did not know about. Mr. Persinger advised that the Bond Company will be paying our attorney fees.

Commissioner Abts made a motion to approve the revised agreed court order prepared by Attorney Lee Perington to Dempsey Ing. Commissioner Karas seconded. All ayes. Motion carried.

OUTGOING BOARD MEMBER RECOGNITION

Vice-President VanderVeen presented a plaque to Mike Abts and Chuck Emma for their volunteer service as elected officials. Mike Abts has served the Park District for 18 years and Chuck Emma for 12 years. Director Persinger thanked both board members for all of their time that they volunteered during meetings, events, etc. and stated he has enjoyed working with them over the past years. Chuck Emma and Mike Abts both thanked the board and stated they have enjoyed working as board members for the Geneva Park District.

OATH OF OFFICE

Pat Lenski and John Frankenthal were sworn in as the two new Geneva Park District commissioners by Secretary of the board, Steve Persinger.

COMMUNICATIONS

Director Persinger advised the board that Becky Lambert has resigned from her position effective May 9, 2009 and thanked her for her 3 ½ years of service to the Geneva Park District. Mr. Persinger advised that we are advertising to fill the position on several websites and the posting closes on May 1, 2009.

Director Persinger advised that the next quarterly intergovernmental meeting is scheduled for May 21, 2009. Vice President VanderVeen will check to see if she will be available to attend. Mr. Persinger advised that we usually have one board member attend this meeting and advised that we should have a finalized agreement regarding tax appeals from the City and School District for approval at the May meeting.

Staff will be meeting with City staff regarding Prairie Green the week of April 27th. An update of this property should be available by the May board meeting.

Mr. Persinger advised that the Sandholm Woods project looks great.

The next Park Foundation meeting is the annual meeting and regular scheduled meeting on May 7th at 7:00 p.m.

FUTURE MEETINGS

Recreation Committee Meeting (Peggy Condon, Susan VanderVeen)	May 7th	6:00 PM
Regular Scheduled Board Meeting	May 18	7:00 PM
Annual Meeting	May 18	

STAFF REPORTS

SUPERINTENDENT OF NATURAL AREAS AND INTERPRETATION

Supt. of Natural Areas & Interpretation Becky Lambert highlighted her report. She stated there are a lot of projects going on at Peck Farm Park and briefly reviewed each one. The restoration project is under way with Pizzo & Associates. The Amphitheatre project has also been started; the old concrete has been removed and the historical walls were well maintained. The Orientation Barn railing has been put up and looks really nice. Staff has completed a successful, safe burn season. We are in the third year of the Kane County Certified Naturalist program. All seasonal staff is in. We had a great month in March compared to previous seasons. We extended the Three Bears exhibit and our attendance numbers were up.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Larry Gabriel reviewed his report and advised that staff is very busy. Mini-golf is opening in 1½ weeks which requires a lot of landscaping and hardscape maintenance. The Soccer season starts on April 4th and grass mowing will be starting. The Esping and Sandholm Woods project is coming along great. He advised that the big push for his staff this spring and summer season is customer service and to give the residents the best quality product possible.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Sheavoun Lambillotte advised that spring programs began April 6th. Swim lesson and summer camp registration has also started. Although those two program areas experienced a major increase in revenue this year, we have been noticing a little bit of decline in some of our program areas. She advised that the revenue forecast has been good, but feels that it is because of the before and after school programs. On-Line registration continues to be good.

The Easter Egg Hunt was held on Saturday, March 28th. Even though it was a very cold day, we had a really large crowd. This is the first year we hosted a pancake breakfast after the egg hunt in cooperation with the Kiwanis. This may have boosted our participation in the Easter egg hunt.

Ms. Lambillotte advised that T.V. Turn-Off week is going on this week. She showed the three poster winners for the poster contest and advised that the winners won a pool pass, mini-golf pass and a congratulations letter.

The next Fox Valley Special Recreation Association meeting will be on Monday, April 27th. A proposal will be presented to the board to decrease the number of participants on the board which currently totals 17 with board and staff.

Min-Golf opens May 1st for the weekends only through Memorial Day and then it will be open with regular full-time hours after Memorial Day.

Sunset Pool Early Bird passes went on sale March 28th and have been steady, but we are looking for a large number of passes to be purchased the last day or week that they are on sale, as has been the trend in past years. We will begin to sell non-resident pool passes on a limited number basis starting May 1st. She will update the board on this matter at the May board meeting.

Ms. Lambillotte also discussed the Virginia Graham Pool and Spa Safety Act which is Federal Legislation that went into affect a few years ago to assure that there would be no entrapments in public pool drains. She advised that we are working with PDRMA to come up with the details on how to meet the state requirements. This legislation went into affect December 19, 2008 for indoor pools and will be a federal mandate for outdoor pools by Memorial Day. We still do not have state guidelines on this but the IDPH is putting out some emergency rules and guidelines. As long as we are in the process of complying and can prove it, we will be ok. We are looking into how we will have to retro-fit the drains and hopefully will know more by next week. We have been in contact with other park districts and the alterations have been costing anywhere from \$30,000-\$100,000. If we have to change out our drains, we feel we can get the work done before the summer season. If we have to go underneath the pool and retro-fit to the surge tank, this will require us to wait until fall.

Ms. Lambillotte advised that staff has been working diligently on seasonal preparations of the baseball fields to get them ready for Geneva Baseball's Opening day which is April 25th at Peck Farm Park. Staff was unable to start work on the fields until early April due to weather. Some travel games have started already, but we do not prep the fields for weekday games until April 25th.

Ms. Lambillotte advised that Sunset Racquetball and Fitness Center revenue dropped, but we were still able to reach budget overall. SPRC met budget for the year and has exceeded our revenue projections.

The Dance Recital will be May 16th, and will have four shows this year.

NEW BUSINESS

SPRC 2009-2010 PROPOSED FEES

Supt. of Recreation Sheavoun Lambillotte advised that staff is proposing new fees for SPRC. SPRC Facility Manager Dana Hofmann reviewed the memo that was submitted and discussed rental fees and batting cages. Geneva Baseball may utilize the batting cage and pitching machine for spring training. The batting cage needs to be used for a couple of hours at a time since it takes time to set up.

Staff is proposing a discount at both facilities for Corporate Memberships. Companies need to be located within Park District boundaries each person has to show a current pay stub. Discounts are based on the number of employees that sign up. Further discussion was held on pricing and discounts. The board requested that we look at further increasing the discount for corporate memberships and asked for staff to research and come back to the board in May with a new proposal.

Ms. Hofmann then reviewed the other proposed fees increases in fees ranging from \$5-\$20. Ms. Lambillotte stated after discussions with staff, they would like to propose to the board, that due to the economy, to not raise any of our fees as of September 1st and advertise this action as “Good Will” to not have an increase. Commissioner Karas suggested we monitor the budget. We can always come back and increase fees if needed and asked that the board be kept informed on this matter.

Commissioner Frankenthal asked how many track passes have been sold. Ms. Hofmann answered that 1,380 track passes have been sold and advised that staff is proposing to increase the track pass fee. Staff is proposing a small increase July 1st to \$15 per year and another increase in September 1st to \$25 instead of one large increase of \$20 on September 1st. A gradual fee increase for the track passes might help reduce the possibility of all 1,400 people renewing their passes in August.

Ms. Lambillotte advised that staff is looking for the board to approve the 1) facility rental fees as presented, 2) maintaining our present membership rates, 3) increasing track pass fees incrementally at \$15 and \$25 as presented, and 3) to allow staff to propose alternative fee options for corporate membership fees to present to the board next month.

Commissioner Karas made a motion to approve the SPRC 2009-10 proposed rates with the exception being the corporate membership fees which will be re-addressed at the May board meeting. Commissioner Condon seconded. All ayes. Motion carried.

PROGRAM SURVEYS - VOLLEYBALL

Supt. of Recreation reviewed the 3rd – 5th grade volleyball program surveys. The responses were very positive and we received 100% “Yes” response to the overall satisfaction of the program. She advised that we will continue to bring different program evaluations to the board.

PECK FARM CHIMNEY REPAIR

Supt. of Natural Areas & Interpretation Becky Lambert stated that the Peck House was built in 1869 with an addition done 20 years later in 1889. In 1962 renovations were done by the Peck’s which included rebuilding the chimney which is falling apart. There is no liner in the chimney which is causing the brick to crumble due to water vapors from our two new furnaces. In order to repair the chimney it will be necessary to break out existing clay tile and then fit the proper liner into the chimney.

We have received quotes from four companies with the most comprehensive, but also most expensive, quote from Superior Chimney. Allen's Masonry is a small, local company and his warranty would be one year for the rebuild and one year for the liner. Ms. Lambert reviewed the other quotes with the board and further discussion was held regarding the four quotes.

Commissioner Condon made a motion to approve the quote to rebuild the Peck Farm House chimney from Superior Chimney Services, Corp to not to exceed the amount of \$10,274.48. Commissioner Lenski seconded. All ayes. Motion carried.

PECK FARM PORCH REPAIR

Supt. of Natural Areas & Interpretation Becky Lambert advised that the winter was rough on the Peck Farm House including the back porch. The back porch was built when we took over the property and was rebuilt to be historically appropriate. Unfortunately, the tongue and groove flooring was installed improperly so it never drains. We have had issues with this tongue and groove flooring for awhile, but the damage has now gotten beyond the point of being able to fix the problem ourselves. The Deck Yard and Archadeck provided the Park District with historically appropriate quotes. The most comprehensive quote is from The Deck Yard. She reviewed the quotes with the board.

Commissioner Frankenthal asked what kind of warranty they offered and Ms. Lambert answered that a one year warranty on workmanship was proposed.

Commissioner Condon made a motion to approve the quote on the Peck House Porch replacement by The Deck Yard for \$14,055, but with a 2 year warranty. Commissioner Lenski seconded. All ayes. Motion carried.

RECREATION COMMITTEE MEETING

The Recreation Committee consists of Peggy Condon, Susan VanderVeen, Sheavoun Lambillotte and the Recreation staff. Discussion was held on the meeting date. The proposed date and time is scheduled for Thursday, May 7 at 6 PM.

EXECUTIVE SESSION

None.

ADJOURN

Commissioner Karas made a motion to adjourn the meeting at 8:47 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

Respectfully Submitted by:
Linda Fox /Dawn Flesvig