

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
May 18, 2009
7:00 p.m.**

CALL TO ORDER

Vice President VanderVeen called the meeting to order at 7:00 p.m.

ROLL CALL

Vice President VanderVeen called for the roll. Commissioner Peggy Condon, Commissioner Todd Karas, Commissioner Pat Lenski and Vice President Susan VanderVeen answered present. Commissioner John Frankenthal was absent.

Staff members present were Director Stephen Persinger, Office Manager Linda Fox, Supt. of Leisure Services Sheavoun Lambillotte, Supt. of Recreation Jay Kelly, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Marketing/PR Supervisor Traci Wicks, Facility Manager Dana Hofmann, and Naturalist Jennifer Schmidt.

Guest: John Devine, Geneva resident.

No press present.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Karas made a motion to approve the minutes from the Regular Scheduled Meeting and Public Hearing Meeting of April 20, 2009 as presented. Commissioner Condon seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Condon made a motion to approve the claims and accounts with 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 April Financial reports. The Investment Report for the month of April showed an annualized rate of return of 1.9%, which is down from the March rate of 1.98%. The Revenue and Expenditure Report, a twelve month report, showed a surplus of revenue over expenditures in all funds. The General Fund has a surplus of \$220,000 and the Rec. Fund has a surplus of \$640,000. Supt. Powell pointed out that these are preliminary numbers and may change slightly once the audit is complete, but this report shows a good estimate. After the audit is done, recommendations will be made to make an audit transfer of some of these surpluses over to the Construction Fund. This should be done sometime in August or September.

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

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

None

OLD BUSINESS

SPRC BUILDING UPDATE

Punch list items are near completion. Outstanding punch list items include replacement of 11 total remaining locks in the locker rooms. Most of the locks were replaced last week and are working well so far. Two additional items include tile and grout repair in the women's locker room and floor refinishing in the gym. Both of these items will be done in August during closing. We will continue to work with the construction manager on warranty items and leaks which have been discovered around the building. Our end of the year walk through for additional warranty items will take place in June/July.

SPRC 2009-2010 PROPOSED FEES FOR CORPORATE & LIMITED MEMBERSHIPS

SPRC Facility Manager Dana Hofmann reviewed her report on the additional pricing proposal for corporate and limited memberships at SPRC & Sunset as requested by the board at our last meeting. She stated that she had done some comparisons with other private clubs and park districts. Staff is proposing for corporate members of 1-4 employees to stay the same; 5-9 employees receive a 10% discount and 10+ employees receive a 15% discount. Discussion was held on daytime memberships. Ms. Hofmann stated the daytime memberships would allow an individual to access the fitness center from Monday-Friday between the hours of 11 AM – 3 PM. Staff is proposing a 25% decrease in membership fee for daytime memberships. She stated that during her research she found most private clubs do not offer this type of membership and only a few park districts offers the discount. The board suggested offering the daytime memberships and seeing how sales go. Commissioner Condon made a motion to approve the corporate membership rates and reduced daytime memberships as presented. Commissioner Karas seconded. All ayes. Motion carried.

COMMUNICATIONS

We have received over 40 applications for the Manager of the Peck Farm Interpretive Center. We have sent out first round written interview questions to 8 candidates. We hope to offer the position in early June.

Director Persinger and Superintendent of Leisure Services Lambillotte attended the legislative conference in Springfield May 5th-6th. They met with Representative Tim Schmitz and Representative Kay Hatcher to discuss upcoming legislation that could affect the Park District.

The annual meeting of the Geneva Park Foundation was held on May 7th. New officers were elected and Sheavoun Lambillotte will take over as secretary. One new board member, Greg Hoskins was appointed. We are still in need of one additional board member. This is a 3 year board member term, with 5-6 meetings a year and two fundraisers. The foundation Autumn Fair Special Event will be held September 26th, 2009 from 11 AM – 3 PM.

Superintendent of Parks and Properties Gabriel and Director Persinger attended a meeting with Tri-City Football to discuss the new fields at Mill Creek Community Park. Tri-City Football is proposing a small storage shed on site. Staff granted approval of a location southwest of the parking lot. Tri-City Football has made the second installment payment of the \$20,000 owed for the cost of the irrigation system at Mill Creek Community Park.

Supt. of Leisure Services Lambillotte reviewed a request by a non-resident who lives near the Geneva Park District boundary line. She is interested in paying “taxes” to the Geneva Park District so she can participate with resident benefits. She has made a similar arrangement with the Geneva Public Library. After a brief discussion the board decided that it was not interested in pursuing this due to the wide range of programs, facilities and people that would be affected.

FUTURE MEETINGS

Regular Scheduled Board Meeting

June 15

7:00 PM

STAFF REPORTS

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Larry Gabriel highlighted several areas of his report. The Parks staff has been busy getting ready for the summer season preparing parks, mini golf and the pool. The Sandholm project is on hold due to weather conditions but is coming along well. Parks staff is also busy with tree plantings from various donations in memorial of John McNeil, George Peck and Wendell Johnson.

SUPERINTENDENT OF LEISURE SERVICES

Supt. of Leisure Services Sheavoun Lambillotte highlighted several areas of her report. Mini Golf is open and had a good Memorial Day weekend. So far we have sold 68 non-resident family pool passes and 2 non-resident individual pool passes. New pool drain grates have been installed per the Virginia Graham Baker Act.

SUPERINTENDENT OF NATURAL AREAS AND INTERPRETATION

Naturalist Jennifer Schmidt reviewed the report that Becky Lambert had prepared before her last day.

ANNUAL MEETING – Temporary Adjournment to Annual Meeting

Vice President VanderVeen temporarily adjourned the meeting at 7:50 p.m. to go into the Annual Meeting.

The Annual Meeting was adjourned and the board returned to the regular meeting at 8:02 p.m.

NEW BUSINESS

INTERGOVERNMENTAL AGREEMENT FOR PROPERTY TAX APPEALS

Director Persinger reviewed the Intergovernmental Agreement for tax appeals. The city, school district, park district and library district are attempting to work cooperatively to defend future real estate tax objections for properties wanting to decrease their EAV by \$200,000 or more. The agreement allows all entities to join forces, thereby cutting costs for each agency. The park district joined with the school district and city on previous occasions for the same thing a few years ago. Superintendent of Finance Christy Powell stated this will most likely only affect large businesses and not residential properties.

Commissioner Karas made a motion to approve the Intergovernmental Agreement for property tax appeal as presented with the intent of focusing on businesses and not residential homeowners. Commissioner Condon seconded. All ayes. Motion carried.

RECREATION COMMITTEE REPORT

Supt. of Leisure Services Sheavoun Lambillotte reviewed the Recreation Committee report. She reminded the board that the report reflects direct costs. The Recreation Committee (Peggy Condon, Susan VanderVeen) reviewed the information with staff and recommend approval of the committee report and all recommendations included in the report.

Commissioner Condon made a motion to approve the Recreation Committee Report and the 2009-10 Annual Goals as presented. Commissioner Lenski seconded. All ayes. Motion carried.

END OF YEAR FINANCIAL REVIEW (un-audited)

Supt. of Finance Powell reviewed the end of year unaudited financial report comparing the two fiscal years ending 2008-09 and 2007-08. The report highlights increases and decreases in revenues and expenses between the two fiscal years. She stated that everything looks good. Commissioner Karas suggested looking into the benefits of doing another bond rating since the last one was three years ago.

EXECUTIVE SESSION

At 8:42 p.m., Commissioner Karas made a motion to go into executive session to review executive session minutes and land acquisition with a two minute break. Commissioner Condon seconded. All ayes. Motion carried.

BACK TO REGULAR MEETING

The board and staff returned to the Regular Meeting at 9:10 p.m.

Commissioner Karas made a motion to approve the release of the May 16, 2005; August 21, 2006; January 15, 2007; February 19, 2007; March 19, 2007; May 21, 2007; June 18, 2007; July 16, 2007; August 20, 2007; September 17, 2007; May 12, 2008; August 18, 2008; October 20, 2008; November 17, 2008; December 15, 2008; January 12, 2009; January 13, 2009 January 19, 2009 and March 16, 2009 executive session minutes as presented. Commissioner Lenski seconded. All ayes. Motion carried.

ADJOURN

Commissioner Karas made a motion to adjourn the meeting at 9:14 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

Respectfully Submitted by:
Linda Fox /Dawn Flesvig