

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
September 19, 2011
7:00 p.m.**

CALL TO ORDER

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

ROLL CALL

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

Staff members present were Director Sheavoun Lambillotte, Office Manager Linda Fox, Supt. of Recreation Jay Kelly, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, and Marketing/Public Relations Supervisor Traci Wicks.

Guest: Mark Wissing, Geneva Twp. Representative and John Dashner, Geneva resident.

HEARING OF GUESTS

Director Lambillotte introduced new Park District employee Adam Schultz. He has been hired as the Peck Farm Park Foreman. Adam gave an overview of his past employments and was welcomed by the board and staff.

Other guests present were Mark Wissing representing the Geneva Township and John Dashner was present to observe the meeting.

READING OF MINUTES

Commissioner Lenski made a motion to approve the minutes from the Regular Scheduled Meeting of August 15th, 2011 as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Vice President Karas made a motion to approve the claims and accounts as presented. Commissioner Lenski seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the August financial reports. She noted that operations are running as usual and pointed out that we have a blended rate of .71% on the District's investments. She expressed that this was a very good rate during this poor economic time. The revenue and expenditure reports show everything is on target. The audit is complete and a representative from Lauderbach and Amen will present the report at the October board meeting. Commissioner Condon 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 Frankenthal made a motion to approve the agenda as presented. Vice President Karas seconded. All ayes. Motion carried.

CORRESPONDENCE

President VanderVeen read an email from Betty Reichert praising Sue Underhill, a Geneva Park District personal trainer, for her knowledge and compassion. Director Lambillotte stated a folder will be accessible at each board meeting providing Geneva Park District press articles from the past month. She also announced that SPRC Facility Manager Dana Hofmann gave birth to a little girl, Caylee Grace, on Sept. 13th.

OLD BUSINESS

COMMUNITY GARDENS AT PRAIRIE GREEN RULES & REGULATIONS

Director Lambillotte stated that construction has started on the roadway and parking lot access, and the water lines have been brought across Peck Road to the garden site. She stated that staff has gathered information from many different agencies that have developed successful community gardens programs and have compiled a very comprehensive set of rules and regulations governing the first year of operations. Staff realizes that the first year will be one of listening and learning from resident gardeners to guide future plans. A preliminary budget has also been prepared for the first season. Discussion was held with staff and board on the process of plot registration and maintaining the plots. Director Lambillotte stated that the staff is thankful to the City of Geneva and the Kane County Forest Preserve District for working with us to bring this exciting new program to our community. Commissioner Frankenthal made a motion to adopt the rules, regulations and fee structure governing the newly created Community Gardens at Prairie Green as presented. Commissioner Lenski seconded. All ayes. Motion carried.

COMMUNICATIONS

The Community Center Renovation is near completion and contractors are working on punch list items. We have received multiple positive comments regarding the changes. The grand re-opening is scheduled for October 15th.

The Sterling Manor Park playground replacement is complete and looks great. Our Parks staff did an excellent job with the rest of the park facelift and the park is being used by residents on a regular basis. The Harrison Street Park tennis court resurfacing is complete.

Our memorial dedication to Stan Esping will be held at Esping Park on October 1st at 10:00 AM.

We are still waiting on final permit approval to begin work to stabilize the shoreline at Bennett Park. We are researching alternative funding methods and are seriously considering re-applying for EPA grant funding to complete the project.

Director Lambillotte reported on the meeting staff had with City, Police and other emergency service staff to discuss the Fox River Trail detour around Island Park during bridge construction. They accepted the plan and staff is planning on moving forward with the project. The board and staff reviewed the letter to be sent out to residents & businesses regarding the detour.

The Board is in agreement to have another board/staff planning meeting to discuss and prioritize future projects and other initiatives associated with our short and long range plan.

The Geneva Park District Foundation Autumn Fair fundraising event will be held on September 24th from 11:00 a.m. - 3:00 p.m.

The minutes from June 27, 2011 FVSRA Board Meeting were enclosed for review.

FUTURE MEETINGS

Regular Scheduled Meeting October 17th 7:00 p.m.

STAFF REPORTS

MANAGER OF PECK FARM PARK INTERPRETIVE CENTER

Manager of Peck Farm Park Trish Burns reviewed her report. Natural Area work days to collect seeds have been scheduled for September and October. Repairs to the Peck House cupola windows, walls and external paint have been completed in addition to the repairs and paint done to the house front door. Staff has been extremely busy with school field trips. Ms. Burns stated that August was a great month with 1,265 patrons visiting the Peck Farm Park grounds and 4,951 patrons visiting the Butterfly House.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Larry Gabriel reviewed his report and highlighted on the transition into fall operations of closing facilities and winterizing; preparing for the PDRMA review; tree replacement plantings at various parks and preparing for multiple projects for the upcoming Autumn Fair and the Halloween events. Mr. Gabriel is working on City of Geneva construction permits and tree preservation relating to the Island Park bridge project.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Jay Kelly reviewed his report. Fall preschool has 245 students enrolled. Most of the fall registration classes began the week of September 12th. The second year of KinderZone operations is going well at SPRC. Staff is excited that 3 out of 4 teen classes are going this fall. SRFC has been back up and running since August 22nd. The members have been happy with the results of the remodel. SPRC did not close for annual maintenance this year but had the work completed at night instead to allow access to one fitness center at all times due to the remodeling at SRFC. Mini Golf closes Sept. 25th. Sunset Pool closed for the season on August 28th and August attendance was low due to the cooler weather. First annual kite festival was held on September 17th with approximately 1,000 people attending throughout the day. The SRFC and SPRC attendance and budget numbers were reviewed.

NEW BUSINESS

RESOLUTION #2011-9 STANLEY A. ESPING MEMORIAL

President VanderVeen read the Resolution #2011-9 recognizing Stan Esping’s hard work and dedication to promoting open space and recreation in Geneva throughout his life. There will be a memorial plaque dedication on October 1st at Esping Park. Commissioner Condon made a motion to approve Resolution #2011-9 Commissioner Lenski seconded. All ayes. Motion carried.

TOWNSHIP SENIOR CENTER PARKING REQUEST

Director Lambillotte stated that the Park District has an intergovernmental agreement with the Geneva Township for an easement to run the Township Senior Center and Township Services out of the old history center building which is located across from the Wheeler Maintenance Facility. This intergovernmental agreement also gives them access in and out of the park and easement for parking and outlines the responsibilities of both parties in sharing the space included in the easement. The Township has approached the Park District to entertain expanding the easement for the purpose of additional parking. Director Lambillotte reviewed a map of the current parking lots at Wheeler Park and the Township’s proposal to construct additional parking around the building. The Township’s main request is more parking spaces including more spaces closer to building. Discussion was held on possibly creating a turn around. Board and staff discussed various options. The Park District’s number one goal is too maintain as much green space as possible and per the District’s short and long range plan, the greenhouse is ready for an expansion. The Board is in favor of staff moving forward with further discussions with the Township on their easement proposal.

PROGRAM SURVEYS-SUNSET POOL

Supt. of Recreation Kelly reviewed the results of the Sunset Pool evaluations. The evaluation covers all aspects of the pool including concessions. The evaluation was emailed to all season pass holders and handed out at the entrance to daily users. Staff received 469 responses which is a 31% return rate in which 82.6% of the respondents were Geneva residents. Mr. Kelly reviewed the overall responses to the survey which were very positive and the percentages had increased from last year's responses. Survey question #11 asked to list a variety of possible amenities that could be developed in the third phase of the pool and once again the most popular response was a Lazy River. Discussion was held with board and staff on the survey comments in regards to the number of pool closings due to fecal matter in the pool, cleanliness of the locker rooms and concession prices and healthy choices. Vice President Karas made a recommendation of hiring additional staff, both male and female, for locker room custodial duties during the day from Noon to 5:00 PM to control the cleanliness of the locker rooms. Staff will be forwarding the survey results to Suzie Funnel Cakes to inform them of the results as price seemed to be a concern along with healthy options. Mr. Kelly stated that staff will be compiling information regarding the feasibility of staying open over Labor Day weekend.

EXECUTIVE SESSION

At 8:37p.m., Vice President Karas made a motion to go into executive session to discuss personnel. Commissioner Condon seconded. All ayes. Motion carried.

BACK TO REGULAR MEETING

The board and staff returned to the Regular Meeting at 9:06 p.m.

ADJOURN

Commissioner Condon made a motion to adjourn the meeting at 9:06 p.m. Commissioner Frankenthal seconded. All ayes. Motion carried.


Secretary

Submitted By: Sheavoun Lambillotte / Linda Fox