

**GENEVA PARK DISTRICT  
PUBLIC HEARING MINUTES  
May 20, 2024  
7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:00 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Jones, Commissioner Cladis, Commissioner Cullen, Vice President Moffat and President Frankenthal all answered present.

Staff members present were Executive Director Nicole Vickers, Supt. of Recreation Elliott Bortner, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell, and Administrative Assistant Hannah Sterricker.

Press: None

Guests: Kyle Donahue, Asst. Supt. of Recreation and Joey Kalwat, Aquatics & Facility Manager.

HEARING OF GUESTS

None.

REVIEW OF BUDGET AND APPROPRIATION ORDINANCE #2024-02

Supt. of Finance & Personnel Powell stated that the ordinance has not changed since the April meeting and it has been on display for public review for 30 days. Supt. Powell stated the District published a legal notice of the hearing in the Kane County Chronicle on May 2. There were no questions.

The President asked for a motion to adjourn the meeting. Vice President Moffat made a motion to adjourn the Public Hearing Meeting at 7:04 pm; Commissioner Cladis seconded. All ayes. Motion carried.

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Secretary

Submitted By: Nicole Vickers / Hannah Sterricker

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
May 20, 2024  
7:05 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:05 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Jones, Commissioner Cladis, Commissioner Cullen, Vice President Moffat and President Frankenthal all answered present.

Staff members present were Executive Director Nicole Vickers, Supt. of Recreation Elliott Bortner, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell and Administrative Assistant Hannah Sterricker.

Press: None.

Guests: Kyle Donahue, Asst. Supt. of Recreation and Joey Kalwat, Aquatics & Facility Manager.

HEARING OF GUESTS

Executive Director Vickers acknowledged President Frankenthal's 15 years of service and thanked him for his dedication and commitment to the Geneva Park District. President Frankenthal shared that he has truly enjoyed volunteering with the district.

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of April 15, 2024, and the minutes from the Recreation Committee Meeting of May 10, 2024. Commissioner Jones seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the revenue expense report of the 12 month period. The report is not the final report as the district will have an audit and audit adjustments will be made. The final statements will be provided in September once the audit is complete. Supt. Powell also reviewed the investment report stating that CD rates increased and informed the Board that she is able to answer any questions in regards to the City's TIF #4. Vice President Moffat stated that his only concern is if the TIF can be paid off quicker than 23 years. Supt. Powell stated that she does believe the TIF can be paid off earlier than the stated 23 years. Vice President Moffat shared that he doesn't believe the parcel should be a residential neighborhood and the Board agreed. Executive Director Vickers stated that a vote is not needed as this is not a TIF extension but, a brand new TIF. Vice President Moffat stated that he appreciates the city to ask the Park District Board. Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cullen seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Vice President Moffat made a motion to approve the agenda as presented. Commissioner Jones seconded. All ayes. Motion carried.

CORRESPONDENCE

The social media binder was passed around. Executive Director Vickers informed that within the binder is a publication from IAPD that includes information on employment and youth employment within Illinois park districts, forest preserves and conservation districts.

**OLD BUSINESS**

Budget and Appropriation Ordinance #2024-02

Supt. of Finance and Personnel Powell stated the ordinance had been available for public inspection at the Park District for 30 days. The budget was reviewed and approved by the Finance Committee and Board in April. A budget hearing notice was published in the Kane County Chronicle and the ordinance will be filed with Kane County. Vice President Moffat made a motion to approve the Budget and Appropriation Ordinance #2024-02 as presented. Commissioner Jones seconded. A roll call vote was taken. Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye and Frankenthal-aye. All ayes. Motion carried.

ANNUAL MEETING – Temporary Adjournment to Annual Meeting

Vice President Moffat made a motion to adjourn the Regular Scheduled Meeting to go into the Annual Meeting at 7:15 pm. Commissioner Jones seconded. All ayes. Motion carried.

Vice President Moffat made a motion to return to the Regular Meeting at 7:19 pm. Commissioner Jones seconded. All ayes. Motion carried. The Annual Meeting was adjourned and the Board returned to the Regular Meeting.

**COMMUNICATIONS**

Staff continues to work with Kluber Architects in regards to the renovation of the Stone Creek Miniature Golf hut. Cost estimates and a detailed plan should be provided in the near future. The Butterfly House opened this past weekend with a renovated vestibule. Feedback from the Butterfly House volunteers have been very positive. Final preparations for the Mill Creek Community Park renovation have been completed and we anticipate construction to begin in the near future. The acquisition of the Winding Creek property is imminent. The documents have gone through legal review and we are awaiting the developer to answer a couple of questions. Internal meetings will be had for concept plans and shortly following will be public engagement. Staff has been working very hard on prepping our parks and seasonal facilities for the summer rush including many projects at the pool which opens this Saturday. The pool filter replacement project has been pushed until after the season due to manufacturing issues and staff not feeling confident the project would be completed on time for the pool open. The contractor that won the pool filter replacement bid has done some repair work to the current system and we feel very confident that they will help us through the next few months. The Annual Geneva Park District Foundation Meeting was held earlier this month. Two new community members have joined the Foundation Board, one of which, was voted Vice-Chair.

**FUTURE MEETINGS**

Geneva Park District Regular Scheduled Meeting	June 17,2024	7:00 PM
Foundation Autumn Fair Meeting	June 18, 2024	7:00 PM

**STAFF REPORTS**

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. Gorra reviewed his report. Two of the three open parks positions have been filled. Staff have been working very hard to open and maintain the seasonal facilities. The field house pavilion at Island Park survived the high river water levels that engulfed much of the island last month. President Frankenthal asked if the drainage that was installed last year in Island Park helped during the heavy rain fall. Supt. Gorra stated that without the addition of the dam that was put in, the new drainage would have worked as intended. Sun sails have been added to the new playground design for Wellington Park providing additional shade. Vice President Moffat asked if there are concerns about the sun sails failing. Supt. Gorra stated that he would be more concerned about vandalism than wear issues as he has seen sails last 15 years although, vandalism also isn't a big concern as the playground is centralized in a neighborhood cul-de-sac. All railings, on the Peck House, have been rebuilt and replaced by Craiger Custom Woodworks. There is a leak in the Peck House cupola. The leak has been sealed twice, the second time under warranty. Supt. Gorra suspects there is rotten wood that needs replacing. Staff have been working with Kluber Architects in creating a new design for the Stone Creek mini golf hut. The new design will include larger over hangs on the building, metal roof, increased storage, improved functionality in the work area, restrooms for both staff and course users, and a shaded patio. The butterfly house renovation is complete. Calls are coming in about cicada concerns. Supt. Gorra stated that the cicadas will not affect us as much as other areas and the parks department is not expecting to see many problems. An Open House plant sale will take place this upcoming Sunday for annual plants and flowers grown by the park district horticulturalist. The Board shared their compliments to Kate Perez, the park district's horticulturalist on the phenomenal job she has done this spring.

## SUPERINTENDENT OF RECREATION

Supt. Bortner reviewed his report. Registration day for the summer season took place on May 7<sup>th</sup>, non-resident registration took place a week later. Most summer programs are scheduled to begin the week of June 3<sup>rd</sup>. May 23<sup>rd</sup> and 24<sup>th</sup> will be final days for Friendship Station pre-school. A fun graduation themed ceremony will be held for the four-year-old students on the 24<sup>th</sup>. Preparations for summer day camp are in its final stages. Staff training began May 18<sup>th</sup>. Staff will be participating once again in Rep. Dan Ugaste's Kids Fair on June 8<sup>th</sup> at Chapelstreet Church. Rep. Jeff Keicher will be co-hosting the event with Rep. Ugaste. Earth Day Celebration took place on April 20<sup>th</sup> at Peck Farm Park. Over 520 participants enjoyed the event with an additional 158 vehicles that utilized the recycling options. In total the event was able to recycle 802 pounds of materials. The youth production of *The Stinky Cheese Man* took place May 3<sup>rd</sup>-5<sup>th</sup> and the following weekend Playhouse 38 hosted their first in-house Adult Improv night featuring 9 performers. Stone Creek Mini Golf opened the weekend of May 4<sup>th</sup> & 5<sup>th</sup>. A storm rolled in the afternoon that Saturday forcing the course to close early. The Butterfly Release Party took place on May 17<sup>th</sup>. The new SPRC dumbbells were delivered. Staff has been receiving positive feedback from our members. Supt. Bortner reviewed SPRC & SRFC membership numbers and revenues over the last fiscal year. President Frankenthal asked if the fitness centers have recovered from COVID-19. Supt. Bortner stated that Sunset's membership numbers and revenue have completely recovered and SPRC is nearing recovery.

## **NEW BUSINESS**

### Wellington Park Bid Results

Supt. Gorra informed the Board that the Park District went out to public bid for the installation of the playground equipment at Wellington Park. The bid received four bidders with D&J Landscape being the lowest bidder. D&J has performed similar work for the district as well as neighboring park districts and reference checks have been completed. Executive Director Vickers addressed the concerns from the public that were made known to the Board. Ms. Vickers acknowledged those concerns and informed the Board that the Park District's attorneys have advised that the lowest bidder is a responsible bidder and the Board will need to accept D&J Landscapes bid or reject all bids. Director Vickers noted that she has also spoken in detail with Upland Design and shared the districts concerns. The Board had significant conversation addressing all concerns made known to the Board via email and will be following recommendation made by legal counsel. Vice President Moffat made a motion to accept the lowest bid from D&J Landscape in the expenditure of \$125,924.00 for the installation of the playground at Wellington Park. Commissioner Jones seconded. All ayes. Motion carried.

### Wellington Park Playground Equipment Purchase

Executive Director Vickers shared that the bid and the cost of the playground came in favorably. Supt. Gorra reported that the current playground equipment was installed in 2007 and is due for replacement. Public input was collected when choosing the structure. The public did voice their desire for more shade and sun sails were added to the design to meet those needs. The playground will be purchased through the Sourcewell Joint Purchasing Cooperative. Vice President Moffat made a motion to approve the Wellington Park playground equipment purchase through Sourcewell Joint Purchasing Cooperative for the expenditure of \$100,306.00. Commissioner Cullen seconded. All ayes. Motion carried.

### FVSRA Board Appointments

Each year, the FVSRA requires formal recognition of the Geneva Park District's appointment to their Board. Vice President Moffat made a motion to approve the appointment of Nicole Vickers to represent the Geneva Park District with Christy Powell and Elliott Bortner appointed as alternates. Commissioner Cladis seconded. All ayes. Motion carried.

### Recreation Committee Report

Supt. Bortner reviewed the Recreation Committee report. The Recreation Committee consisted of Commissioners Jones and Cullen. Supt. Bortner explained that the report covered Fall 2023 and Winter 2024 seasons. Supt. Bortner reminded the Board that the numbers were reflective of direct costs associated with each program area. Many goals from last year were completed and he reviewed some of the highlights. Supt. Bortner reported that two new events have been added to the report; 3 on 3 Skeleton Basketball Tournament where five teams participated and The Jingle Ball Dance Recital where there were over 1,000 in attendance. Supt. Bortner also shared that participation increased in many areas including general athletics, pickleball, cultural arts and dance. Vice President noted that girls' softball has decreased 30 participants and inquired if that may be due to other organizations. Executive Director shared that staff does believe the decrease to participation is in part to private and travel organizations. In regards to softball, the revenues are seeing a shift and we are now seeing more revenue from field usage. Ms. Vickers shared that a great service is being provided to those who want to play competitively. The competitive teams and the park district have a common goal of providing a service for kids to be

active and we are able to build a nice relationship. Commissioner Cladis made a motion to approve the Recreation Committee Report and goals and objectives as presented. Commissioner Jones seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Vice President Moffat made a motion to move into Executive Session at 8:19 pm for the purpose of reviewing Executive Session minutes. Commissioner Cladis seconded. All ayes. Motion carried.

At 8:22 pm the Board returned to the Regular meeting from Executive Session. Vice President Moffat made a motion to approve executive session minutes dated November 20, 2023; March 13, 2024 and March 18, 2024 as presented; and approve the release of executive session minutes dated November 20, 2023; and March 13, 2024 for public viewing and the disposal of tapes of previously released minutes 18 months and older. Commissioner Jones seconded. All ayes. Motion carried.

ADJOURN

Commissioner Jones made a motion to adjourn the meeting at 8:22 pm. Commissioner Cladis seconded. All ayes. Motion carried.

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Secretary

Submitted By: Nicole Vickers / Hannah Sterricker

**GENEVA PARK DISTRICT  
ANNUAL MEETING  
May 20, 2024**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:15 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Jones, Commissioner Cladis, Commissioner Cullen, Vice President Moffat and President Frankenthal all answered present.

Staff members present were Executive Director Nicole Vickers, Supt. of Recreation Elliott Bortner, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell and Administrative Assistant Hannah Sterricker.

Press: None

Guests: Kyle Donahue, Asst. Supt. of Recreation and Joey Kalwat, Aquatics & Facility Manager.

HEARING OF GUESTS

None.

ELECTION OF PRESIDENT PRO TEM

President Frankenthal asked for nominations for President Pro Tem. Commissioner Moffat nominated Commissioner Jones as President Pro Tem. Commissioner Cladis seconded. All ayes. Motion carried.

NOMINATION FOR PRESIDENT

President Pro Tem Jones asked for nominations for President. Commissioner Moffat nominated Commissioner Frankenthal. Commissioner Cullen made a motion to approve John Frankenthal for President. Commissioner Cladis seconded. All ayes. Motion carried.

NOMINATION FOR VICE PRESIDENT

President Pro Tem Jones asked for nominations for Vice President. Commissioner Frankenthal nominated and made a motion to approve Jay Moffat for Vice President. Commissioner Cladis seconded. All ayes. Motion carried.

APPOINTMENT OF TREASURER AND SECRETARY

President John Frankenthal appointed Commissioner Cullen as Treasurer and Nicole Vickers as Secretary.

APPOINTMENT OF FOIA OFFICERS, OMA OFFICERS, SAFETY COORDINATOR AND ADA COORDINATOR

President Frankenthal appointed Nicole Vickers, Christy Powell and Hannah Sterricker as both FOIA and OMA officers; Ken Kerfoot as Safety Coordinator and ADA Coordinator.

COMMITTEE APPOINTMENTS

Proposed committee appointments were reviewed. President Frankenthal asked if anyone had any changes. With there being no changes, President Frankenthal made a motion to approve the proposed committee appointments as presented. Commissioner Jones seconded. All ayes. Motion carried. Vice President Moffat made a motion to adjourn the Annual Meeting at 7:19 pm and return to the Regular Meeting. Commissioner Jones seconded. All ayes. Motion carried.

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Secretary

Submitted By: Nicole Vickers / Hannah Sterricker