

**GENEVA PARK DISTRICT**  
**REGULAR SCHEDULED MEETING MINUTES**  
**July 15, 2024**  
**7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:01 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Jones (remote), Commissioner Cullen, Vice President Moffat, and President Frankenthal all answered present. Commissioner Cladis was absent.

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

Press: None.

Guests: Parks Dept. employee James Lane and his family, Asst. Supt. of Parks & Properties Ken Kerfoot, Geneva Park District Intern Nicole Dudek, and Asst. Supt. of Recreation Kyle Donahue.

HEARING OF GUESTS

Supt. of Parks and Properties Gorra recognized James Lane for his 10 years of service at the Geneva Park District. The Board and staff thanked Mr. Lane for his hard work and dedication to the Park District.

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of June 17, 2024. Commissioner Cullen seconded. Four ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the June financial reports. Supt. Powell reported that the investment report is up one point in terms of the blended rate. We received the first installment of real estate taxes. The auditors will be in this week. The debt service report is included in the packet as well. Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cullen seconded. Four ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Executive Director Vickers shared a letter from Representative Dan Ugaste for the park district's help during the kids' fair as well as a note from the Garden Club Committee thanking the district for allowing the club to use the unused Park District greenhouse space. President Frankenthal read aloud the president's message that will be published in the fall brochure.

**OLD BUSINESS**

Stone Creek Mini Golf Building Renovation

Supt. Gorra provided information to the Board regarding the renovation of the mini golf building at the Stone Creek Miniature Golf Course. Kluber Architects has completed the architectural design portion of the renovation. Updates include increased storage space, restroom, expanded party area, metal roof, and air conditioning for the staff. Kluber has provided the district with an estimated cost to renovate the facility of \$416,000.00. Staff hope to have the project go to bid in September with work beginning in October. Executive Director Vickers added that she is confident this timeline can be met. Vice President Moffat asked if this cost includes Kluber’s expense. Ms. Vickers responded yes. Commissioner Cullen wondered whether this number includes landscaping. Supt. Gorra responded that Park District staff will complete landscaping. Supt. Gorra shared that the estimated number is below the budgeted amount. Commissioner Cullen asked if solar panels would be able to be added to the roof. Mr. Gorra stated that solar panels would be a possibility and looking into grants would be a good start to that project.

Peck Farm House Cupola Renovation

Supt. Gorra informed the Board that the 1869 Peck house cupola needs repair. Rainwater intrusion has proven to be an issue and Craiger Custom Design has provided a quote of \$12,700 to strip the existing paint and caulk layers off the exterior of the cupola and sand all wood surfaces smooth, reflash and repaint the entire cupola. Commissioner Cullen asked if the windows in the cupola work and if it is important to keep. Supt. Gorra stated that the cupola is original to the historical house and staff would like to see it saved. Vice President Moffat made a motion to approve the expenditure of \$12,700.00 to Craiger Custom Design to renovate the cupola on the Peck house. Commissioner Cullen seconded. Four ayes. Motion carried.

**COMMUNICATIONS**

Executive Director Vickers informed the Board that progress continues on the Winding Creek development. A second public meeting was held on July 11. Two designs were shared and community members were able to complete a survey of their likes and dislikes. A few highlights from the survey results include; a nature path, adult outdoor fitness equipment, splash pad, playground, sports courts, and open areas. Mill Creek Community Park renovation has begun. The old playground equipment will be removed this week and donated to Kids Around the World. Summer events are going very well. The first concert of the series saw over 600 attendees. Geneva has suffered a great deal of storm damage from last night’s storm. Many Park District parks were hit; Wheeler Park was hit the hardest and the district will file an insurance claim and hire help to clean up the park. Island Park has been closed due to flooding.

**FUTURE MEETINGS**

Foundation Board Meeting	July 23, 2024	7:00 PM	
Regular Scheduled Meeting	August 19, 2024	7:00 PM	<i>*Location: Peck Farm Park</i>

**STAFF REPORTS**

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. Gorra reviewed his report. A Parks Maintenance I – field specialist position is open and staff is seeking applicants. Andy Rauchmiller has started bulk fertilizer training. The 3<sup>rd</sup> Annual Mowdeo took place on June 27 with Batavia and Wilmette Park Districts. The Mowdeo is a friendly obstacle course competition. RLS Company has completed the replacement of the screening to the water monitoring station at Old Mill Park. Once the treated lumber is dry staff will stain the structure. Vice President Moffat asked why we replaced the structure if it is owned by the state. Supt. Gorra mentioned that several phone calls were made, but staff was unable to acquire a solution so, in an effort to keep the park looking beautiful the Park District decided to replace the old structure. Pavers around a large sugar maple at Island Park have been removed to save the tree and confirm the safety of those using the path. Parks staff have notified FBI Buildings to proceed with the re-roofing of the Grey Barn at Peck Farm Park. The new roof color will be Ash Grey and the trim will be Autumn Red. Pavers near the silo at Peck Farm Park are sinking and compromising the patio area. Supt. Gorra discussed the damage to the retaining wall behind the pavers and possible fixes. Four memorial trees have been replaced at Island Park. Three of the four trees had died. The plaques will be reinstalled at the sites of the newly planted trees. A couple of the tree locations were moved to more favorable

locations. An Eagle Scout project to install chimney swift towers is underway. These towers will be built for the Chimney Swift bird to nest and will be located at Peck Farm Park and Wheeler Park. Vice President Moffat asked how tall the towers would be. Supt. Gorra shared that the towers will be roughly 20-25 feet in height.

### SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner reviewed his report. The first session of Risk Watch Camp took place the week of July 8. This camp is held in cooperation with the Geneva Police Department and the Geneva Fire Department. Swedish Days went very well with the park district hosting many events including Geneva's Got Talent, 3-on-3 Basketball Tournament, Dodgeball Tournament, Kids' Day, and participating in the Swedish Days parade. Supt. Bortner reiterated that the first concert of the series had a huge turnout. We are about halfway through the summer season with many more concerts, cookouts, and movies in the park to go. Rehearsals continue, at Playhouse 38, for the adult production of *Blithe Spirit* and the youth production of *Mary Poppins Jr.* Both productions will take the stage in August. The next event will be the Adult Cabaret on July 19. The pool lifeguards had their first audit completed and earned four stars. Many pool events are scheduled including Flick n' Float and Christmas in July. Our first Lepidoptera and Libations event at Peck Farm Park was rescheduled for July 6 and saw over 40 people in attendance. The attendees enjoyed music, food, drinks, and the butterflies. Staff continue to work with FGMA for the renovation of the Kidz Korral space at SPRC. Staff anticipate receiving final renderings in the next couple of weeks and intend for the bidding process to begin in August. Commissioner Cullen reported that the bees at the Community Gardens are doing exceedingly well. Supt. Bortner stated that Peck Farm Park Manager, Adam Dagley, is extremely thankful for all of Mr. Spelich's knowledge. Supt. Bortner reported on membership and revenue numbers for BestLife Fitness as well as numbers for the pools and mini golf. Commissioner Cullen asked if the sand volleyball courts at Sunset Pool are being utilized. Executive Director Vickers stated that this year is the busiest she has seen with most use coming from the camps. The sand courts aren't primarily being used for volleyball but, more of a sand play area.

### **NEW BUSINESS**

#### SUNSET COMMUNITY CENTER ANNUAL REPORT

Ryan Coffland, Facility Manager reviewed the Sunset annual report. Mr. Coffland highlighted the breakdown of memberships, member and guest usage, court usage, and finances. Mr. Coffland reported that both facilities are very much on an upward trend with 200 paid-in full senior memberships, an increase of 64 memberships. Overall Sunset memberships are up 182 memberships from the previous year. Sunset also saw an increase of 8,758 visits from the previous year. Racquetball Court usage also increased by 120 visits from the previous year. Mr. Coffland noted that out of the 837 racquetball visits only 14 were from residents. President Frankenthal stated that it is quite interesting to see that our Racquetball Court is primarily serving those out of the district. Mr. Coffland reported that our total profit increased from \$30,900 fiscal year 2022-2023 to \$54,016 fiscal year 2023-2024.

#### STEPHEN D. PERSINGER RECREATION CENTER ANNUAL REPORT

Stephen D. Persinger Recreation Center Facility Manager, Joey Kalwat, reviewed the SPRC annual report. Mr. Kalwat highlighted the breakdown of memberships, member and guest usage, and finances for both SPRC memberships and Gold memberships. Mr. Kalwat reported that memberships increased 14% from the previous fiscal year. Total SPRC revenue during the fiscal year 2023-2024 was \$688,265.76 with expenses of \$478,441.01 bringing in a net profit of \$209,824.75, and increased net profit of \$39,387.99 from fiscal year 2022-2023. Member usage increased with a total of 101,894 visits; 100,642 were members and 1,252 were guests. This is an increase of 6,229 total visits compared to the fiscal year 2022-2023. Mr. Kalwat reminded the Board that the Kidz Korral remained closed and staff are excited to transition that space into a fitness-driven space with an emphasis on free weights and other strength equipment. There was a total of 122 birthday parties which is a decrease of 1 from the previous fiscal year. Open Gym saw an increase in revenue of \$6,279.95 from fiscal year 2022-2023. Pickleball continues to boom and programming was expanded in fiscal year 2023-2024. Pickleball Drilling classes were added along with Pickleball 101, 102, and 103, leagues and tournaments. Pickleball programming earned revenues of \$70,597.94, which is a 50% increase from fiscal year 2022-2023. Pickleball saw additional revenue from pickleball punch cards of \$18,435.00. Mr. Kalwat and Mr. Coffland reviewed the fiscal year 2023-2024 BestLife Fitness marketing campaigns as well as member retention games and challenges. Lastly, they reviewed recommendations for the fiscal year 2024-2025 including increasing personal training numbers, creating a multi-year capital

improvement plans for SPRC and Sunset, purchasing new equipment to stay up on fitness trends, improving the Fit Start program, increasing member appreciation days, and conducting regular preventative maintenance checks on all equipment. Vice President Moffat asked if staff would be able to create videos on how to show individuals how to use the equipment. Mr. Kalwat responded stating that staff can look into that and maybe incorporate QR codes and help accessibility. President Frankenthal stated that this could be a great way to get rid of exercise anxiety. Commissioner Cullen suggested healthier options in the vending machines. Vice President Moffat made a motion to approve the Sunset Community Center and Stephen D. Persinger Recreation Annual Reports and recommendations presented. Commissioner Cullen seconded. Four ayes. Motion carried.

ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:31 pm. Commissioner Cullen seconded. Four ayes. Motion carried.

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Secretary

Submitted By: Nicole Vickers / Hannah Sterricker