

**GENEVA PARK DISTRICT
PUBLIC HEARING
TAX LEVY ORDINANCE #2024-06
DECEMBER 9, 2024 AT 7:00 PM
LOCATION: SUNSET COMMUNITY CENTER**

CALL TO ORDER

President Moffat called the meeting to order at 7:01 p.m.

ROLL CALL

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

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

Guests: Asst. Supt. of Recreation Kyle Donahue.

Press: None.

TAX LEVY ORDINANCE #2024-06

President Moffat opened up the floor for questions regarding the ordinance. Supt. of Finance & Personnel Powell reviewed the tax levy ordinance.

HEARING OF GUESTS

None.

At 7:05 p.m., Commissioner Cladis motioned to adjourn from the public hearing meeting. Commissioner Kaven seconded. All ayes. Motion carried.

With no public comment, President Moffat closed the Public Hearing at 7:05 p.m.

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
DECEMBER 9, 2024 at 7:05 pm
Location: Sunset Community Center**

CALL TO ORDER

President Moffat called the meeting to order at 7:06 p.m.

ROLL CALL

President Moffat called for roll. Commissioner Kaven, Commissioner Jones, Commissioner Cladis, Commissioner Cullen, and President Moffat all answered present.

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

Guests: Asst. Supt. of Recreation Kyle Donahue.

Press: None.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Cullen made a motion to approve the November 18, 2024 Regular Meeting Minutes as presented. Commissioner Jones seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Jones made a motion to approve the claims and accounts as presented. Commissioner Cladis seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the November investment report and the revenue and expenditure reports. Included in the report is the approved travel expenses for President Moffat, and Commissioner Cullen to attend the IAPD/IPRA 2025 Conference. By law of the state of Illinois and local government, travel expenses incurred by board members related to official Park District business must be approved by a roll call vote. Commissioner Jones made a motion to approve the Treasurer's Report and Superintendent of Finance Report and the annual expenditures of \$1,748.00 for the IAPD/IPRA Conference attendees as presented. Commissioner Kaven seconded. All ayes. A roll call vote was taken with all in favor. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

The marketing media binder of press clippings from the past month was passed around as well as a letter to

the Park District Commissioners in regards to softball and park district ballfields.

OLD BUSINESS

TAX LEVY ORDINANCE #2024-06

Supt. of Finance & Personnel Powell asked for approval of the Tax Levy Ordinance #2024-06. Commissioner Cladis made a motion to approve the Tax Levy Ordinance #2024-06 as presented. Commissioner Jones seconded. All ayes. A roll call vote was taken with all in favor. Motion carried.

SUNSET POOL MAIN DRAIN INLET GRATES

President Moffat asked if there were any questions. Commissioner Cladis asked if the product varied between the proposed vendors. Supt. Gorra stated that the VGB drain covers are the same for each vendor. Commissioner Cladis moved to approve the expenditure of \$15,097 to Poolweb for the purchase of ten Sunset Pool VGB drain grates. Commissioner Jones seconded. All ayes. Motion carried.

MILL CREEK POOL DECK FURNITURE REPLACEMENT

President Moffat asked if there were any questions. Commissioner Cullen made a motion to approve the proposal from Taylor & Associates not to exceed the amount of \$28,000 for furniture replacement at Mill Creek Pool. Commissioner Cladis seconded. All ayes. Motion carried.

AQUATICS CAPITAL PROJECTS

Supt. Bortner stated that staff would like to present new aquatic capital projects. Most of these projects will occur before the 2025 season. Supt. Bortner noted that nearly all the aquatic capital projects presented in December 2022 have come in under budget and the new list of projects was presented to the board. Commissioner Cladis asked what will come of the AED units currently at the pools if new ones are purchased. Supt. Bortner replied that the units are in good working order and will be repurposed to other facilities within the district. Discussion occurred before board members and staff on different shade possibilities. Executive Director Vickers stated that whichever shade structures are chosen the maintenance and upkeep of the structure will be the staff's focus. Commissioner Cladis asked if each of these projects would be bid. Supt. Bortner responded yes. Commissioner Jones made a motion to approve the new aquatics capital projects as presented in the amount of \$413,000. Commissioner Cullen seconded. All ayes. Motion carried.

COMMUNICATIONS

Executive Director Vickers stated that a date needed to be chosen for the Annual Short- and Long-Range Plan Committee Meeting in January. Ms. Vickers will reach out to Board representatives Commissioners Cladis and Kaven to set a date.

Staff is preparing to begin the 2025-2026 budget process as well as preparing for annual staff evaluations.

The IAPD/IPRA Soaring to New Heights Conference will be held January 23-25, 2025.

Wine, Cheese and Trees will be held on the last Saturday in February at the Geneva Public Library.

The Park District will hold its Annual Holiday Party this Friday at 4:00 PM at Penrose Brewing Company in Geneva, IL.

FUTURE MEETINGS

Regular Scheduled Meeting	January 20, 2025	7:00 PM
Foundation Regular Scheduled Meeting	January 21, 2025	7:00 PM
Long Range Plan Committee (Peter Cladis & Gabriel Kaven)	TBD	TBD

STAFF REPORTS

SUPERINTENDENT OF PARKS & PROPERTIES

President Moffat asked Supt. Gorra if there was anything he wanted to highlight from his report. Supt. Gorra reported that the staff is pleased with the construction of the Stone Creek mini golf hut. Staff has been in contact with the city regarding the permit work needed for the Island Park bathroom renovation work and they will assist in offsetting the cost of the water line improvements. Supt. Gorra also reported that a trail counter has been purchased and will be placed on the Fox River Trail to count the number of pedestrians using the bridge. Executive Director Vickers stated that this counter will also be installed at Peck Farm Park to count the number of attendees at the new Winter Wonder Lights Event this Saturday.

SUPERINTENDENT OF RECREATION

President Moffat asked Supt. Bortner to highlight his report. Supt. Bortner stated that the Pumpkin Smash event held along with the Natural Resource Committee went very well and Winter Wonder Lights will kick off this Saturday at 5:00 pm. Staff anticipates a great turnout! President Moffat noted that Sunset fitness memberships in November decreased significantly. Supt. Bortner responded that Facility Manager Coffland believes it could be due to last year's Black Friday deal members not renewing. Supt. Bortner will monitor the numbers to distinguish if the decline is a trend.

NEW BUSINESS

2024 SUNSET POOL & MILL CREEK POOL ANNUAL REPORTS

Aquatics & Fitness Coordinator Chris McAdam presented the 2024 Annual Pool Reports. The report covers the past swim season. Summer 2024 was Sunset Pool's 28th year of operation and Mill Creek's 18th year; and 11th year managed by the Geneva Park District. The district had a successful year hiring and recruiting seasonal staff which is attributed to raising the starting wage to \$16 per hour. The staff had a goal of hiring 85 lifeguards and ended up hiring 90 lifeguards. Staff conducted lifeguard training, aquatics orientation, and facility trainings. Staff participated in a mock scenario training with the Geneva Fire Department where both the Park District staff and the Geneva Fire Department staff participated in real time training exercises. The Aquatics staff received two five-star ratings and one four-star rating on unannounced audits conducted by Starguard Elite. Mr. McAdam reviewed attendance, hours of operation, admission fees, and passes sold. This season saw a bit more weather than the last having 11 more partial day closures and two more full day closures. Mr. McAdam proposed 2025 hours of operation changes at Sunset Pool; 45 additional minutes of lap swim throughout the regular season Monday – Saturday, and during post-season hours, when school district 304 is in session Sunset Pool will be closed except for Fridays when open swim hours would be 5:00 – 7:00 pm. The schedule changes were based on staff challenges, low attendance, and staff wages. Proposed hours of operation changes for Mill Creek Pool included; an extra 30 minutes of lap swim on Mondays, Wednesdays, and Fridays. Tuesday and Thursday lap swim would be for an hour and a half followed by an Aqua Aerobics class. Commissioner Cladis asked if an aqua aerobics class is always offered. Mr. McAdam stated that we do offer a deep water aerobics class which was very popular and staff was asked to add more offerings in shallow water, also stating that if the class does not run due to low enrollment then lap swim hours will be extended.

The aquatic season saw an expansion of special events. There were three middle school nights with a DJ on all three nights. We saw an increase of \$600 in revenue from the previous season. Mr. McAdam reviewed the revenues and expenditures of both pools reporting that the pools saw a loss. Discussion ensued between the board and staff regarding chemical fluctuation. Mr. McAdam concluded his report by sharing recommendations for the 2025 season. Commissioner Cullen made a motion to approve the 2024 Annual report for the Mill Creek and Sunset Pool as well as all recommendations for the 2025 season. Commissioner Jones seconded. All ayes. Motion carried.

2024 SUNSET POOL & MILL CREEK POOL SURVEYS

Aquatics & Fitness Coordinator Chris McAdam shared the pool survey results. The aquatics staff sent out 1,941 surveys with 287 or 14.78% responding. The overall top box score was 94.35%. The cleanliness of the locker rooms ranked at 83.81%. The cleanliness of the water at Sunset Pool ranked 90%. Staff anticipate this score to increase with the installation of the new sand filters. The board thanked both Mr. McAdam and Mr. Kalwat for their work and dedication to the pools.

2025 BOARD MEETING SCHEDULE

Commissioner Cladis made a motion to approve the 2025 Board Meeting Schedule. Commissioner Kaven seconded. All ayes. Motion carried.

ADJOURN

Commissioner Cullen made a motion to adjourn at 8:19 pm and Commissioner Jones seconded. All ayes. Motion carried.

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker