

**GENEVA PARK DISTRICT  
CAPITAL PLANNING MEETING MINUTES  
SUNSET COMMUNITY CENTER  
October 10, 2018  
5:00 PM**

CALL TO ORDER

The meeting was called to order at 5:04 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Condon, Vice President Frankenthal, Commissioner Lenski, Commissioner Moffat and President VanderVeen answered present. Vice President Frankenthal left at 6:18 p.m.

Staff members present were Executive Director Sheavoun Lambillotte, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell and Accounts Payable/Payroll Manager Linda Fox.

Guests: None

NEW BUSINESS

Ms. Lambillotte welcomed the board and staff to the annual Capital Planning Meeting, which helps plan the direction of future capital projects for the district. At this meeting new topics including the district's policies, procedures, mission, vision and values will also be discussed along with the timeline for future capital projects. While the District has a mission statement, and comprehensive set of goals and objectives, developing a mission, vision and values will allow us to express those to the public more clearly. This will better define our goals for our residents. Ms. Lambillotte reviewed the District's Mission Statement and stated that it is always up for review if the board and staff feel something should be added. Staff is looking to rebrand using "quality of life" from the mission statement, together with "BestLife" Fitness. Possible core values were discussed and after some dialog those chosen to focus on were Customer Driven, Fiscal Responsibility, Innovation, Partnerships, Safety and Sustainability, along with definitions for each. Options for possible visions were discussed and those mentioned were Best Life, World Class, Health Wellness, High Performance, National Leader, Value Driven Recreation Experiences and 1<sup>st</sup> Choice for Recreation.

Ms. Lambillotte stated that the district's capital projects are identified by the Master Plan and Community Survey, with the Long and Short Range Plan being developed from both. Other avenues for identifying capital projects are the Capital Planning Meeting, Program Evaluations, Board Member Input, Recreation Trend, Community Feedback, Revenue Generating Potential and Maintenance/Repair Projects. Ms. Lambillotte identified the most recent revenue generating project as the new sprayground at Mill Creek Pool. SPRC was driven by the Master Plan and also for revenue generation. The mini golf hut renovation is being driven by the potential for revenue, but mostly due to the need for maintenance and repairs.

Ms. Powell presented a power point presentation reviewing the future financial considerations including land cash, payoff of the Peterson Property in 2019, the maturity of the alternative revenue bonds and reduction in debt service payments. Other considerations include potential tax freeze legislation and the aging infrastructure of SPRC. Currently about \$2,000,000 is spent on capital projects each year.

Ms. Lambillotte asked the board if there are any funded smaller projects budgeted in the next three years, or any smaller unfunded projects listed that they feel should be removed, moved up or moved out further. Possible locations for a teen obstacle course and an adult fitness playground were discussed and both will stay on the list. The board would also like to keep the sculpture park and the Peck Farm ballfield lights as listed. They would like to remove the Pepper Valley tennis courts. Also, in lieu of the dog park staff will look into dog friendly initiatives within our existing parks.

Ms. Lambillotte discussed the larger projects for the district with the board. Various options for a new preschool site were reviewed. It was decided that this project needs to be moved up if the school district does not agree to extend the contract for the preschool space at the middle school. Ms. Lambillotte reviewed the 10 Year CIP Outlook overall and explained that several of the projects may receive funding from the Geneva Park District Foundation as well. Ms. Powell then explained that we have the mini golf hut expansion budgeted at \$500,000 and the Sunset Pool bath house remodel budgeted for \$300,000 in 2022. Ms. Vickers explained that the current bath house is large enough to add a family restroom along with the remodel. Ms. Lambillotte reviewed the future plan and budget for the acquisition of property in 2023. In 2025 our total expenditures decrease allowing us to budget \$4,000,000 for the expansion of Sunset Pool (Phase III) and demolition/site work at the Peterson property in the amount of \$300,000. Currently in 2026 we have budgeted the new preschool site. Finally, in 2028 we have budgeted for either an East Side Athletic Complex in the amount of \$5,000,000 or Nature Center at Peck Farm Park in the amount of \$6,000,000. At this time there are no additional projects the board would like to add to the list and the only project to possibly be moved up is the new Preschool site.

Ms. Lambillotte addressed some housekeeping items. Staff will use the board's input in rebranding the park district using "BestLife" from our fitness centers. Also, in the past the board has inquired about the possibility of incorporating apps and other tech tools into our district. Mr. Culp explained the different software options that he has researched. One includes allowing the public to login and report issues that need to be fixed, replaced or addressed throughout the district. This app would also allow for a more formal internal work order system. Ms. Lambillotte and Ms. Vickers addressed the district's research on a marketing app regarding our fitness centers and programming. At this time in staff's research they ask that the board further identify the goals of the app, as these apps are proving to be costly and time consuming, and if we are to devote those resources we want to be sure we have clear goals and outcomes. Ms. Vickers also explained that our newly designed website is more mobile friendly and may alleviate any issues in access that our old website did not accommodate. Commissioner Moffat further explained different ideas that he has in regards to this venture and the board discussed. The board and staff also reviewed the (10 p.m. closing) park hours of operation and after much conversation staff agreed to keep dialogue open on this subject. Lastly, it was brought to the board's attention that staff continue to receive requests by the public for special events and trail permitting for events such as a 5k run fundraiser through Wheeler Park, Peck and along the Fox River Trail. Staff has been working on a "special events permit" in the event the board is supportive of this.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 7:40 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell