

**GENEVA PARK DISTRICT  
CAPITAL PLANNING MEETING MINUTES  
SUNSET COMMUNITY CENTER  
October 18<sup>th</sup>, 2021  
5:00 PM**

CALL TO ORDER

The meeting was called to order at 5:01 p.m.

ROLL CALL

President Frankenthal called for the roll. Commissioner Cullen, Vice President Moffat, Commissioner Lenski, President Frankenthal answered present. Commissioner Cladis arrived at 5:30pm.

Staff members present were Executive Director Sheavoun Lambillotte, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Carl Gorra, and Supt. of Finance & Personnel Christy Powell.

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. Traditionally this meeting is held annually as a way to identify future capital projects and how those projects will be funded. Last year the focus was on the impact of COVID-19 on the CIP and those projects that could safely be deferred. This year we want to talk about the prioritization of capital projects and highlight those projects like Pickle Ball that has risen to the top of the priority list. She discussed the maturity of the district's debt and the timing of that which has helped lessen the financial impact of COVID-19. The focus of today's meeting will be to prioritize capital projects within the next ten years while maintaining a fiscally healthy budget.

Ms. Powell presented a power point presentation. She reviewed the District's mission, vision and values statements.

Ms. Powell stated the district's capital projects are identified by the Master Plan, Community Survey, and Long and Short-Range Plan. Other avenues for identifying capital projects are the capital planning meeting, program evaluations, Board Member input, staff input, recreation trends, and community feedback. Projects with revenue generating potential are looked at closely as well as projects that may require future maintenance and repairs. Ms. Lambillotte stated the Community Survey was deferred from FY2020 to FY2023 due to COVID and the impact that may have on the community survey results.

Ms. Powell reviewed future financial considerations including the financial impact of COVID-19 on the District's FY21 and FY22 annual audit transfer. She discussed the impact of lower interest rates thru 2023 and the need to lower future year's budgeted interest income. Other considerations include potential tax freeze legislation and the aging infrastructure of SPRC. Currently about \$2M is spent on capital projects each year. The District has deferred past year projects due to COVID-19 and with that will increase the annual spend in future years to \$3M+. This will allow for the funding of infrastructure maintenance projects and new large capital projects. Ms. Powell stated there are also a large number of

projects identified but unfunded. With the amount of projects forthcoming it is very important to continue the issuance of limited bonds and the audit transfer.

Ms. Powell reviewed the COVID-19 financial impact on the audit transfer for FY21 and FY22. For FY21 the District budgeted an audit transfer of \$1.4M but due to a deficit in the Recreation Fund of approximately \$200K that was reduced to a transfer of \$1M. Ms. Powell provided projections for the operating budgets of the General and Recreation Fund for FY22 and provided an estimated audit transfer of \$1.175M.

Ms. Powell reviewed the 10-year CIP budget and the capital projects budgeted. She reviewed cash flow needs of the CIP and the desired Fund Balance to maintain. Ms. Lambillotte stated that staff pushed off the Sunset Pool bathhouse renovation but feel it is a high priority in FY22-23 based on pool surveys. The deferral of the addition of pickle ball courts from FY20-21 to FY22-23 is also a high priority as she receives many calls asking when the District will add pickle ball courts. Discussion was had about the best location of the courts given the noise of the game. Ms. Lambillotte stated the District may replace current tennis courts with pickleball as we currently have more than the national average even if two were converted. She highlighted the masterplan which showed the current inventory and the recommended service level. She discussed the budgeting of the annual playground replacements. In FY22-23 we are looking at replacing Dryden and Hathaway. Dryden may be deferred and another playground chosen for replacement depending on the status of the third rail. The Garden Club renovation has already been pushed back and is ready to move forward. It is budgeted over two years and is located on City of Geneva property.

Ms. Lambillotte discussed other upcoming projects. The indoor playground at SPRC budgeted for replacement in FY24 is not a revenue generator and this project may change based on other needs of the facility. Ms. Lambillotte reviewed the mini golf hut expansion of \$650K which moved from FY23 to FY24. She reviewed the possible floor plan. Ms. Lambillotte stated the project cost is approximately the same whether we go with a new structure or a prefabricated building. We may look at gutting the building and renovating to reduce costs. Ms. Lambillotte discussed the Universal Playground budgeted at \$500K. This playground would cost more than a traditional playground with amenities such as poured in place safety surface versus fibar. The District plans to get input from those residents with special needs and FVSRA. This project would be budgeted in the Special Recreation Fund and the Foundation may assist in the funding of this project. Ms. Lambillotte discussed the east side Island Park retaining wall budgeted at \$700K in FY24.

The District re-budgeted the remodel of Sunset Community Center. Ms. Lambillotte revisited expansion plans the Board had seen at past meetings. This is a possible grant project and we have budgeted to receive an 80% Parc Grant of \$1.6M to fund this \$2M project.

Ms. Lambillotte discussed the preschool facility needs. The agreement with the School District ends in 2025 and 2026 so we have budgeted \$1M for this facility in FY26. A discussion was had about the space needs of the School District and the future of this program given the discussion of universal preschool. Ms. Lambillotte discussed the Peterson Property site work budgeted in FY26 at \$500K.

Ms. Lambillotte reviewed Phase III of the pool. This project is budgeted in FY27 at \$5M. This will be dependent on the results of the Community Survey and feedback given as to if it still remains popular. In FY29 the Peck Farm Program Event Center is budgeted which would expand the red barn at Peck. The

red barn at Peck has the ability to add HVAC and heating so in the future this could be an indoor wedding event venue. The Peck Farm Program Event Center would provide educational facilities, office space, storage and meeting space.

Ms. Powell stated any project having potential grant funding would be shovel ready should grant funding be awarded. Possible grant projects include the SRFC remodel, Sunset Pool bathhouse renovation, and mini golf hut expansion.

Ms. Powell discussed unfunded small projects, such as, the skate park replacement, Sandholm Park renovation, teen obstacle course, Island Park stage cover, a sculpture park, various green initiatives, adult fitness playground, wheeler turf restoration, Peck Farm ballfield lights, and Sunset ballfield lights. Discussion was had about the skate park replacement and that we can no longer get replacement parts. Ms. Lambillotte added the option of replacing a few pieces with new pieces every few years. The District may work with users of the skate park to determine which pieces they would like. Staff will provide the board with cost estimates of total replacement and/or pieces. Discussion was had about green initiatives and staff will look at potential grant opportunities. Ms. Lambillotte and Mr. Gorra discussed possible green initiatives such as solar panels on a small barn roof or at the Mill Creek Pool.

Ms. Lambillotte reviewed upcoming future capital projects as outlined in the presentation and confirmed with the Board that they would like to go forward with the capital projects as outlined.

ADJOURN

Commissioner Moffat made a motion to adjourn the meeting at 7:00 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Christy Powell