



MINUTES

Commissioner and Staff Retreat of the West Chicago Board of Park Commissioners in the William Medill Room at Cantigny Golf Club 27W270 Mack Road, Wheaton, IL 60189.

**Saturday, October 26, 2019
9:00 a.m. to 1:00 p.m.**

I. Call to Order and Roll Call

The meeting was called to order at 9:00 a.m. Present were Commissioners Bass, Gunderson, Lenertz, Spencer, Turney, Voelz and Zaputil, Director Major, Superintendents Gasparini and Radun. Absent was Superintendent Hoffmann

II. Pledge of Allegiance

President Lenertz

III. President's Comments

President Lenertz thanked Commissioners and Staff for their presence and reminded them that everything is on the board today and if anyone has anything they would like to address this is the time to do so.

IV. Public Comment

Reginald Bass, President of Friends of West Chicago Parks Foundation presented the Board with Foundation activity over the past 10 months (appendix A)

V. Approve Meeting Agenda

Commissioner Voelz motioned to approve the Meeting Agenda. Commissioner Bass seconded the motion which carried by voice vote.

VI. Current and Future Commissioners

- A. Resignation of Commissioner Gunderson effect January 1, 2020 – the Board Reviewed Commissioner Gunderson's resignation and thanked her for her years of dedicated service to the Board
- B. Plans for replacement of Commissioner Gunderson – the Board reviewed the plans for replacement – no changes were requested.

VII. Introduction

- A. Welcome, overview of the day's expectations and plan – Director Major welcomed the Commissioners and Staff. Director Major informed everyone present that a great deal of information was going to be presented to them today. Director Major noted that today's meeting will be a vision for the District over the next 3 years. Director Major asked all present to ask themselves what they wanted to get out of today's meeting.

VIII. Historical Review

A. Evaluation of current state of District - Director Major provided the Board with a historical review of the District since 2007 which included:

- Facilities
 - Renovation of Prairie Oaks Family Aquatic Center – Now Turtle Splash Water Park
 - ARC Center
 - Dyer Parks Maintenance Facility
 - Zone250
 - Toucan's Hideaway
 - Removal of Gun Range and several aging facilities throughout the District
- Parks
 - New Park Signs
 - Renovation of 11 ball fields at Pioneer and Reed-Keppler Parks
 - Frisbee Golf, walking trail and Bears playground at Kress Creek Farms
 - One-mile trail at Pioneer Park
 - Level II Arboretum status
 - Core entry
 - Pyramid and Shell additions
 - New picnic pavilions and playgrounds in several park
- Improvements
 - Branding of Park District
 - New Electronic Sign
 - Addition of professional marketing and human resources staff
 - Complete change of computer hardware and software
 - Entire new truck fleet and several pieces of equipment and mowers
 - Theatre program
 - Creation of Friends of West Chicago Parks Foundation

IX. What Does the District Do Best?

A. Review of programming successes – Director Major reviewed the following areas with the Board:

- Turtle Splash Water Park
- ARC Adult Fitness
- Treehouse Parties
- Zone250
- Parks
- Special Events
- Affordability
- Unique Experiences

X. Limitations and Challenges

Director Major reviewed the following challenges for the District:

- Session programming for individuals are not successful
- Business marketing
- Rental space
- Adult leagues/Drop in
- Dance

- ARC Space
- Non-Resident marketing
- Pioneer Gazebo
- Connect to activity, not space
- Transportation

XI. Business Approach

A. Review of financials aspects – Director Major reviewed the following with the Board (4/30/2020 FYE Estimates):

- Expenses
 - Total Operating (Admin) - \$1,835,000.00
 - Bond Debt – \$1,702,980.00
 - Parks - \$801,885.00
 - After School - \$79,966.00
 - Athletics - \$31,120.00
 - Fitness - \$621,150.00
 - Preschool - \$36,374.00
 - Seniors - \$2,814.00
 - Special Events - \$5,956.00
 - Summer Camp - \$68,019.00
 - The Shell - \$30,668.00
 - Theatre - \$35,000.00
 - Turtle Splash - \$329,482.00
- Revenue
 - Overall Tax - \$4,306,657.94
 - Overall Non-Tax - \$1,845,529.25
 - After School - \$168,997.00
 - Athletics - \$46,855.00
 - Fitness - \$503,614.00
 - Preschool - \$52,260.00
 - Seniors - \$5,226.00
 - Special Events - \$12,615.00
 - Summer Camp - \$116,057.00
 - The Shell - \$21,200.00
 - Theatre - \$36,000.00
 - Turtle Splash - \$407,266.00

• Cost Breakdown

Area	Number of Uses	Total Cost Per Usage
After School	140	\$571.19
Athletics	570	\$54.60
Fitness	212,362	\$2.92
Preschool	42	\$866.05
Seniors	472	\$5.96
Special Events	915	\$6.51
Summer Camp	73	\$931.77
The Shell	1,505	\$20.38
Theatre	126	\$277.78
Turtle Splash	46,868	\$7.03

XII. Trends

Director Major reviewed the following trends with the Board:

- Childhood Obesity
- Multi-Functional Spaces
- Diversity
- Inclusion
- Free

XIII. Options and Discussion

- A. Youth field trips – The District does not transport children
- B. Esports – is this a direction the District wants to go in or should we remain an active resource.

XIV. Recommended Direction

The following direction was established throughout the course of the meeting:

November 1, 2019 through October 1, 2020

- Rebuild class programming for West Chicago Park District. This will essentially allow the staff to scrap the current programming offerings and begin anew
- Emphasis on Outdoor Outreach programs such as Picnic in the Park, possible fishing derbies, nature walks, and other to be determined offerings for the community
- Explore the possibility of technology- oriented programming as well as possible Esports activities
- Emphasis on Activity Based Programming philosophy
- Explore possible reintroduction of Spooky Trail and scary venue
- Eliminate the transportation business which relates to programs
- Install Turtle Splash pool liner
- Replace Turtles Splash roof
- Refurbish Turtles Splash ‘Turtle’
- Submit grant request for Phase III of Kress Creek
- Repave Wilson St. entering into Kress Creek Farms
- Initiate environmental consultant to determine possibility of insulation addition at Park Maintenance Facility. Also, determine cost of replacement/refurbish of Lions Pavilion
- Initiate Community Needs Survey
- Develop new rental rates for rooms
- Purchase/lease new 580D Lawn mower

November 1, 2020 through October 1, 2021

- Evaluate results of Grant submittal for Kress Creek Farms, fine tune final plans for development
- Secure finance plan for Kress Creek Farms project for next year. Should include Bike Park project and two playground installations at Cornerstone and Prince Crossing
- Develop Turtle Splash master plan for 10-year renovation and maintenance

- Plan for demolition of Preschool along with the movement of Preschool to ARC Fall of 2021
- Initiate plan to relocate the Lions Pavilion in Reed Keppler Park
- Demolish home at Kress Creek Farms
- Begin field development at Kress Creek, northwest side
- Evaluate and react to Community Needs Survey

November 1, 2021 through October 1, 2022

- Tear down Pioneer Gazebo, and replace with alternate feature
- Complete construction on primary Kress Creek project
- Replace Lions Pavilion
- Finalize timeline and location for Bike Park install
- Installation of two playgrounds at Cornerstone and Prince Crossing Parks

XV. Closed Session

There was no closed session called.

XVI. Open Meeting

There was no closed session called.

XVII. Call to Order and Roll Call

There was no closed session called.

XVIII. Action on Closed Session Items

There was no closed session called

XIX. Adjourn Open Meeting

Commissioner Voelz motioned to adjourn the meeting at 1:00 p.m. Commissioner Spencer seconded the motion which carried by voice vote.