



Wilmette Park District
Parks & Recreation Committee Meeting
Monday, March 9, 2020
6:30 p.m. – Village Hall Training Room

AGENDA

- I. Meeting Called to Order:

<u>Members of Committee:</u> Commissioner Mike Murdock, Chair Commissioner Cecilia Clarke Commissioner Todd Shissler	<u>Staff:</u> Superintendent Emily Guynn Superintendent Kristi Solberg
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- II. Approval of Minutes
 - A. January 13, 2020
 - B. February 10, 2020
- III. Communications and Correspondence
- IV. Recognition of Visitors
- V. Unfinished Business
- VI. New Business
 - A. Divisional Presentation – Racquet Sports, Tennis
 - B. Mobile Customer Interface
- VII. Managers' Reports
- VIII. Adjournment

If you are a person with a disability and need special accommodations to participate in or attend a Wilmette Park District meeting, please notify the Director's Office at 847-256-6100.



WILMETTE PARK DISTRICT

Parks and Recreation Committee Meeting Minutes

Monday, January 13, 2020

Village Hall Training Room

Attendees Present

Commissioners/Committee: Chair, Mike Murdock, Cecilia Clarke, Todd Shissler
Staff: Emily Guynn

Staff: Director Steve Wilson, Jeff Groves, Carol Heafey, Joey Sanchez, Jason Stanislaw

Attendees Absent

None

I. Meeting Called to Order

Meeting called to order at 6:30 p.m.

II. Communications and Correspondence

None

III. Recognition of Visitors

Kristine from New Trier Aquatics

IV. New Business

None

V. Managers' Reports

Sean Flynn (General Manager) reported on the following topics:

- Four different pools, Lap, diving well, waiting and activity pools
 - Lap pool & diving well are on the same system, so if you fill up one you are filling both at the same time.
 - Waiting & activity pool are on same system separate from lap and diving pools
 - Commissioner Shissler asked why that is and should we consider reconfiguring it
 - Staff responded that is how the system was designed and to reconfigure it could prove to be cost prohibitive
 - In theory, say in September, we could empty the activity & waiting pool, and keep the Lap and diving well open and save some utility costs but that is not the plan for the upcoming season at this time
- Lesson Programs, 4 different class types;
 - Parent Tot classes – weekends
 - Learn to swim – 4 – 6 year olds
 - Youth swim – 7-13 year olds
 - Diving program – 8:00 am to 12:50 pm
 - A demand for advanced divers caused an expansion of the diving lesson schedule

- Marketing with Marlon discussed the following:
 - Cyber Monday, Sizzling September, early bird sales, DJ on Deck, Social Media, and special events
 - Via Rainout Line App, closures get posted to home page of website and Twitter
 - Spring/Summer Explore Guide is where the pool information is published
 - Pocket schedules are popular
 - Postcards sent to remind people to purchase memberships
 - DJ on deck every Saturday or Sunday now as compared to prior years where it was once a month
- Future plan for swimming pool:
 - Pool built in 2002, something to keep in mind into the future as pools can have useful lives as short as 25 years
 - Commissioner Murdock asked about the likely useful life of the Centennial Pool and how long other pools in Wilmette and neighboring communities have lasted
 - Director Wilson responded that they often last closer to 35 or more years, so in his opinion there is not a high likelihood
 - The Committee asked about solar pool covers to save on utility costs and staff said they will research and look at all factors
- Sean reported that Joey Sanchez came up with new program ideas for 2020:
 - Yoga class & fitness swim
 - Card Board Regatta for August
 - Theme nights, such as Hawaiian Luau with pig roast
- Staffing
 - Staffing at the facility is always under review when it comes to combining duties but also making sure a high level of service is provided
 - Hiring process is already underway for 2020
- Budget:
 - Sean gave an overview of major revenue and expense categories over the past 5 years with explanation of variances from budget
 - The Committee asked many questions regarding the pricing of non-resident memberships as well as daily admissions compared to surrounding pools in the area as this is an area that the Committee would like to see how to best achieve the best pricing to balance usage and revenue into the future

Carol Heafey (Manager) reported on the following topics:

- New Activity Coordinator Stephanie Tandaric started January 13 and is from Chicago Park District
- Job Fair 1 of 2 was held on January 7th, there were 61 applicants and 10 were hired during the event

Carol reported for Jeff Groves (Manager) reported on the following topics:

- Gymnastics team supervisor position has been posted
- Loose To Win will run January 27th through March 22nd at Center Fitness Club
- Lisa Sullivan started January 6th as the new Mallinckrodt Manager

Jason Stanislaw (Racquet Sports Manager) reported on the following topics:

- Registration Lottery took place and we are up compared to last year
- February 10 will be the Pro Am with many players signed up and most Pros already committed

Sean Flynn (General Manager) reported on the following topics:

- Black Hawk equipment sale January 31st – February 2nd
- Solo tryouts for the Ice Show had 45 tryout

VI. Unfinished Business

A. After School Rec & Club Redeveloped

The Rec staff under Emily's guidance have been developing the after school programs. Steve attended the monthly school board meeting, where the topic was introduced by district 39 staff, who are concerned that too many changes would upset parents. The school board liked the idea but they agreed not to push too hard to fast.

We want to introduce the "Campus Club" at Romana and McKenzie, those are heavy users of our after school programs. The school is concerned about implementing at McKenzie feeling that the new option is losing to the current option. Romana currently doesn't have any clubs due to low participation, for this reason they would like us to make Romana our starting point. They also want us to look at Highcrest which is an older demographic with a program they are currently running that they feel could be improved and would like us to take a look at it.

VII. Adjournment

There being no further business to conduct, the Parks and Recreation Committee meeting was adjourned at 7:28 pm.

Minutes Approved on _____

Committee Chair

Department Head



WILMETTE PARK DISTRICT

Parks and Recreation Committee Meeting Minutes

Monday, February 10, 2020
Village Hall Training Room

Attendees Present

Commissioners/Committee: Chair, Mike Murdock, Todd Shissler
Staff: Emily Guynn

Staff: Director Steve Wilson, Jeff Groves, Carol Heafey, Joey Sanchez, Jason Stanislaw

Attendees Absent

Cecilia Clarke

I. Meeting Called to Order

Meeting called to order at 6:30 p.m.

II. Communications and Correspondence

The committee received a permit application from David Lapidus who was also in attendance at the meeting. He submitted a permit for his 2nd annual BBQ Fundraiser Event at CRC parking lot on August 22, 2020, similar to last year's event with more of an emphasis on kid friendly. Commissioner Shissler moved and Commissioner Murdock seconded a motion to approve the permit.

III. Recognition of Visitors

The Attendance Sheet will become part of the permanent record.

IV. Unfinished Business

A. Pool

Commissioner Murdock wanted to follow up on last month's presentation to discuss any questions with regards to the pool. Commissioner Shissler asked to continue the conversation regarding the pool deck and possible solutions to increase capacity. Superintendent Guynn commented on waiting until the new Superintendent of Parks and Planning has joined the Park District to be able to take a deeper dive into options.

Commissioner Murdock commented on how much he enjoyed last month's presentation and this month's presentation, they were very informative and got everyone current.

V. New Business

A. Center Fitness Club Division Report

Jeff Groves, Recreation Facilities General Manager, gave a presentation on Center Fitness Club. Jeff went into detail on the management team, cardio and strength equipment, various membership types and fees, member history, personal trainers, personal training revenue, group exercise formats as well as group exercise revenue, reviewed membership promotions and member incentive programs, and

lastly discussed upcoming capital projects and trends within the fitness industry that management is keeping a close eye on.

Center Fitness Club Managers have a plan to focus on member retention, including to send a customer service survey to better gauge where we may have gaps in service.

VI. Managers' Reports

Joey Sanchez (Aquatics Manager) reported on the following topics:

- Pool
 - The pool is quiet at this time
 - In the process of hiring, still working on interviews

Carol Heafey (Manager) reported on the following topics:

- Resident Camp registration was February 4 and Non-Resident is February 11
 - We have 3,288 enrollments, that is total enrollment
 - This time last year we had 2,800 enrollments up 17%
- February 29 staff is hosting the second 2020 Summer Seasonal Job Fair
- Daddy – Daughter dance at Michigan Shores, 150 couples in attendance and the event made the newspaper
- Mini Shows – *How to Become a Pirate*, 6 shows 190 people on average per show and sold 1,146 tickets
- Freaky Friday is the next showing and opens on March 6, 2020.

Jeff Groves (Manager) reported on the following topics:

- Two more meets before end of Season, Gymnastics and American Academy both end in February and kids qualify at State meet.

Jason Stanislaw (Racquet Sports Manager) reported on the following topics:

- Tennis – basic level registration very strong up 17% from March of last year
- After Resident registration for camp; Pirate Tennis had several session fill. Staff is now looking for ways to accommodate all interested campers.
- Wilmette Tennis Center hosted a ProAm event on Saturday, February 8. There were 32 amateurs and 16 pros participating as well as spectators' on-hand.

Sean Flynn (General Manager) reported on the following topics:

- Centennial hosted Northern Illinois Hockey League playoffs
- Hosted a "Try Hockey for Free" event, brought in 115 attendee's and some signed up for classes, great partnership with the Wilmette Hockey and Park District staff.
 - The first half hour had 70 people
 - The second half hour had 45 people
- Staff is working hard planning for the ice show in May.

VII. Adjournment

There being no further business to conduct, the Parks and Recreation Committee meeting was adjourned at 7:14 pm.

Minutes Approved on _____

Committee Chair

Department Head