

**Minutes of the Waukegan Park District
Special Meeting of the Board of Commissioners
Recreation Advisory Committee
May 2, 2016
7:00pm**

The Board of Commissioners of the Waukegan Park District met in a special meeting on May 2, 2016 at the Field House Sports, Fitness & Aquatics Center, 800 Baldwin Ave, Waukegan, Illinois

I. Call to Order

The meeting was called to order at 7:00pm by Jay Lerner, Superintendent of Recreation who directed a call of the roll.

II. Roll Call

Present: Jay Lerner, Superintendent of Recreation; Quincy Bejster, Recreation Manager; Jen Dumas, Recreation Supervisor; Sam Stevens, Recreation Supervisor; Caryn Clothier; Odie Pahl; Mercedes Rivera; Della Steele; Elizabeth Fallon, Department Support Aide

Absent: Peggi Braden; Sara Griffin; Jerry Holisky; Diane Kajfez; Desiree Martinez; Jesus Martinez; David Motley; Dulce Ortiz; Martha Padilla-Ramos; Doris Richter; George Bridges, Commissioner; Greg Petry, Executive Director

Due to lack of a quorum, no official board business was conducted.

III. Review, Discuss, Decide

A. New Indoor Pool Update and Discussion - Sam Stevens & Quincy Bejster

- Pool Construction – Sam Stevens
The pool is on track for opening in October 2016, all are welcome after the meeting to get a view of the construction through Jay's office window
 - i. Committee members asked about pool access and seating - access to the pool will be through a hallway that will be created next to the child center, the pool will have bleacher seating for 250 spectators.
- Swim Lessons Initiatives – Sam Stevens
Plans are being put in place to get as many Waukegan children and residents access to swimming lessons: working on a swim lesson grant with North Shore Gas to provide free swim lessons, Vista new parent packets will have a coupon for free swim lessons when the baby turns 6 months old, expanding school year swim lesson offerings from one day to three days per week.
- Aqua Fitness – Sam Stevens
Plans to schedule 9 Aqua Fitness classes including a silver sneakers class, Zumba, general fitness and early morning swim fitness
- Swim Team – Sam Stevens
The Zion Dolphins swim team program will be moving to the Field House pool and become the Waukegan Dolphins. This is a Rec Team competition level. This team currently has in place a 3 day "try it out" program before a family signs up for their program. The team is for ages 5- high school age. The Waukegan

Dolphins will have small meets at the pool. Communication has been ongoing with Waukegan High School to be a host spot for their meets.

- i. Committee members asked questions about lifeguards with discussion that the pool will be guarded anytime children are scheduled to be in the pool and unguarded, but attendant on duty, during adult lap swim
- Family Nights – Sam Stevens
Planning low cost family fun nights like Flick ‘n Float or renting Aqua Inflatables
 - FH Memberships –Quincy Bejster
Current membership count is at 3916.
 - i. Committee member suggestion was made to give 4000th membership a special prize.
 - ii. Committee member asked how many members are from Waukegan with discussion letting committee know currently about 80% of the membership has a Waukegan address.

Promotional post card mailing with free t-shirt coupon got a great response. Another post card mailing will go out to promote the pool opening. Proposed membership rates which include the use of the pool and daily fee rates were shared with the committee.

The parking lot will double in size plus the parking for the pavilion will be a paved lot.

- iii. Committee members asked questions and discussion regarding daily rates vs membership rates - membership rates are kept low compared to the daily rates to encourage membership which helps in maintaining a clean and friendly environment because members take more ownership in the facility.
- Front Desk Operations –Quincy Bejster
A 3rd workstation has been added at the front desk to help handle the increase in membership and daily use of the building. Nancy Munoz who has worked part time for the park district has been promoted to full time Registration Clerk for the evening shift replacing Lali Salinas who was has moved to a position within the parks department.
 - Grand Opening – Quincy Bejster
Plans have begun on the Pool Grand Opening which will take place sometime in October with tours and activities.

B. Family Programs Update - Jen Dumas

- Greenhouse renovations update
The Bowen Park Greenhouse will be renovated with financial help from NRG. Renovations are set to begin the middle of July and be completed in August in time for fall gardening programs. Renovations will be in keeping with the historical nature of the building.
- Some of the upcoming mini-events
SplashMania is June 11 will have slip & slides, water obstacle course, other water family fun. Community Yard Sale is July 16 has grown each year and this year it will include all items for sale such as Tupperware or Avon, not just used items.

Fiesta Friday is August 5 and is a new mini event geared towards the Hispanic community. Touch A Truck is August 12 and will be combined with Child Safety Day activities.

- Summer – New Garden to Table Program
This new program is funded through a grant from Liberty Prairie and will offer 20 participants (about 4-6 families) the opportunity to learn about gardening and growing their own food, nutrition, and cooking with home grown food. The program is designed for low income families and there is an application to complete.
- New Family Program Ideas
Any ideas or suggestions for new family programs are always welcome
- C. Recreation Department Reorganization and New Full-Time Staff – Jay Lerner**
 - The Recreation Department has had a slight reorganization starting in May. Three managers will be overseeing the three main areas. Errick Beverly will continue to be the Manager of Athletics, Fitness and Aquatics but has increased his area with the opening of the pool. Julie Schneider will now be the Manager of Recreation overseeing Special Recreation and the General Recreation programming. Quincy Bejster will be the Manager of the Field House. There are two Recreation Specialist positions currently open. The park district has a new residency policy for hiring that requires every effort to be made to hire a Waukegan resident when all things are equal.
- D. 2016 Event Calendar and Recap – Elizabeth Fallon**
 - The Recreation Department Special Events calendar was distributed highlighting events that are new or changed including Live Green Nature Night is now an evening event, Touch A Truck and Child Safety Day are combined, and World Wide Day of Play is combining with the Fitness Expo along with a new 5K which will start and end at the Field House. At the SportsPark there will be the Mayor's Cup Soccer Tournament which has had great participation and the WPD City Softball Tournament which started last summer with great success will be the first weekend in August.
 - i. Committee members inquired about Eggstravaganza Trail which was a huge success with our new format of the trail which had 2100 attendees this year.

IV. Closed Session

There was no closed session

V. Adjournment

Lerner thanked the committee members and the meeting was adjourned at 8:00pm
The next meeting is scheduled for December 2016