



Parks and Recreation Comprehensive Master Plan Update

December 22, 2003 Meeting Minutes

In Attendance: Chair Doug Varn, Marty Bracco, Gail Moran, Rickey Sain Sr., David Stannard, Mary Kay O'Grady, Rich Shoum, Susan Kurtenbach, David Boulanger, Gary Balling, Diane Stanke

- I. **Welcome** – The meeting was called to order at 7:10pm by Chair Doug Varn. Dave Stannard made a motion to approve the minutes of November 24, 2003. Gail Moran second the motion and it was passed by a unanimous voice vote.
- II. **Community Survey** – Doug reviewed the survey, identifying questions that focused on the key issues of community centers and funding. He also noted questions that were asked as a benchmark to national responses. Tentatively the survey is scheduled to be mailed by January 5. The group decided to delete the marketing question (which asked how residents found out about the Park District) and replace it with the original transportation question. Mary Kay suggested we include a map of facilities with park addresses on the back side. This idea will be explored with the consultants.
- III. **Benchmarking** – Gail explained how the list of criteria was narrowed down to six items. After January 1, all agencies gathered will be rated by criteria and a report will be generated to bring the list down to fifteen. Rick Kuner is helping with this process. The objective of the benchmark survey is to compare what resources and facilities other agencies similar to ours have to what we currently have. A separate best practices survey is also being developed.
- IV. **Governance and Best Practices** – After the first of the year a new subcommittee will be formed to look at how other agencies have developed their intergovernmental agreements. Patience Nelson will be the chair of this subcommittee. Committee members should email Patience if interested in joining this subcommittee.
- V. **Youth Outreach** – Doug reported Wynetta Johnson recently organized a meeting to discuss the development of a teen center. At this meeting John Williams commented that having a stand alone teen center may be very difficult but he feels teens need a place to go. We discussed focusing on youth in the survey and decided that this area would require its own survey. This topic will be addressed further at a later time.
- VI. **Closing Remarks** – Gary invited all committee members and resources to the Illinois Parks and Recreation Conference on January 22 between 3:00 and 6:00pm to visit the exhibit hall. The exhibit area showcases the latest equipment, supplies, ideas and services available to park and recreation agencies. The conference will be held at the Hyatt Regency Chicago on Wacker Drive. If you are interested in attending, please email Diane. Doug wrapped up the discussion and thanked all in attendance. The meeting was adjourned at 8:13pm.

Next Meeting – Monday, January 26 at 7pm – Cheney Mansion, 220 N. Euclid
*(Cheney Mansion is located 2 blocks north of Lake Street on the east side of Euclid.
Parking is on the street.)*