



**Mission Statement**

**To provide recreation and park experiences that enrich  
the quality of life for our community.**

***Minutes of a  
Naperville Park District Parks and Recreation Committee Meeting***

**Held at:**

**Naperville Park District  
Administration Building – Board Room  
320 W. Jackson Ave.  
Naperville, IL 60540**

**Friday, October 20, 2017**

**10:30 am**

**I. Call to Order**

The Parks and Recreation Committee Meeting was called to order by Commissioner Ensign at 10:33 a.m.

**II. Roll Call:**

Present:

Jim Ensign – Commissioner  
Bobby Carlsen – Commissioner  
Mike Reilly – Board President  
Ray McGury - Executive Director  
Kevin Finnegan - Director of Parks  
Brad Wilson - Director of Recreation  
Sameera Luthman - Director of Marketing  
Kevin Carlson – Golf Superintendent  
Sue Stanish – Finance Director  
Katie Sepe – Director of Human Resources  
Jeremy Link – Accounting Manager  
Bridget Tuft - Executive Administrative Assistant/Board Secretary

**III. Matters from the Public**

No members from the public were signed up to speak.

**IV. Approval of Minutes**

**Action and Motion Requested:**

President Reilly moved to approve the Minutes of the Parks and Recreation Committee Meeting of September 15, 2017. Seconded by Commissioner Carlsen. Motion carried.

**V. Unfinished Business**

None

**VI. New Business**

**A. 2018 Budget Overview**

Director Stanish provided an overview of the proposed 2018 Budget. Highlights include impacts of proposed 2018 personnel needs (staffing, compensation and insurance) and a financial summary of the 2017 general operating, capital and recreation funds, with impacts of proposed changes reflected for 2018.

**B. Harmony Park**

Director Wilson shared an idea proposed by Naperville Rotary to construct an outdoor amenity along the Riverwalk, featuring outdoor musical instruments, similar to the WSDRA sensory playground. Further information will be gathered before proceeding.

**C. Community Room Intergovernmental Agreement**

Director Wilson discussed the District's priority-use NCHS Community Room agreement with NCSUD 203, and proposed that the agreement with District 203 be updated prior to completing room improvements (the acoustics and floor require upgrades). Discussion will continue late 2017, for 2018 Board review.

**D. November Parks & Recreation Committee Meeting**

As a number of staff will be attending the PDRMA Risk Management Institute the committee was asked whether to schedule a November meeting date or cancel the meeting for the month. Consensus was to cancel and reconvene the following month.

**VII. Updates**

**A. Planning Department**

Director Wilson provided the following update on behalf of Director Shutes:

The Planning Department submitted the 2018 Capital Budget last month for inclusion in the 2018 Naperville Park District Budget to be presented at the November 9, 2017 Park Board meeting. The development of the 2018 Capital Budget involved a cross-functional staff team and Parks and Recreation Committee members which started with conversations in early 2017, as well as resident input received through community engagement including the 2018 Capital Projects Open House event held on August 10, 2017. Park District staff took into consideration resident comments when formulating and finalizing project scopes and budgets this fall as part of developing the 2018 Capital Budget.

Per the Capital Projects Prioritization Policy and Public Participation Process, a checklist identifying proposed communication tools and strategies for rolling out 2018 capital improvement projects next year will be released to the Park Board via a Weekly Packet memo in the upcoming weeks. The Public Participation Process consists of communication tools

that allow for a comprehensive approach and flexibility in public outreach throughout all aspects of the design and development of capital improvement projects.

**B. Recreation Department**

Director Wilson provided the following updates:

- Halloween Happening – Scheduled for October 29 at the Riverwalk Grand Pavilion. The family event will feature food, games and entertainment.
- Youth Basketball – The fall league begins November 4, with registration exceeding last year and over 100 waitlisted participants. Work continues to add more teams and secure facilities to meet demand.
- Fort Hill Activity Center – The café menu has changed to include the brewing and serving of Starbucks beverages.

**C. Parks Department- Golf**

Superintendent Carlson reported the following:

- Storm waters from recent heavy rain have receded, but did impact operations with a two-day shutdown. Overall, the mild fall weather has allowed for an extended season and revenues are projected to surpass expectations.
- There is work being done on the Master Plan to contract with a golf architect for consultation on operations and maintenance, with details to follow.
- The Annual Turkey Shoot event will be held at both courses 11/19-11/20/17.
- The continuation of the foot golf program at Naperbrook will be assessed over the winter.

**D. Parks Department**

Director Kevin Finnegan updated the committee with details regarding flood damage from the recent heavy rain to the main pump at the Beach. Repairs are in progress and a claim has been opened with PDRMA. Other priorities within the Parks Division have shifted from ballfield work, wrapping up the first week in November, to winterizing fields and equipment.

**VIII. Adjournment**

President Reilly moved to adjourn the October 20, 2017 Parks and Recreation Committee Meeting at 11:28 am. Motion was seconded by Commissioner Carlsen. The motion carried.

Respectfully submitted,

Bridget Tuft  
Executive Administrative Assistant/Board Secretary