

**The City of Lake Forest
Parks and Recreation Board
Meeting Minutes
June 19, 2018**

I. Welcome

Director Swarthout welcomed everyone to the Joint Workshop Meeting to view and discuss a presentation by the Comprehensive Park Master Plan Consultant, Hitchcock Design Group.

II. Call to Order

The Joint Workshop Meeting was called to order by Chairman Charlie Kohlmeyer at 6:30p.m. Roll Call was taken for the Parks & Recreation Board.

III. Introductions

The following individuals were present:

Board Members: Mr. Charlie Kohlmeyer
Mr. Paul Best
Mr. Rich Adams
Ms. Shannon Maguire
Ms. Melanie Walsh
Ms. Nancy Duffy
Mr. Steve Reimer
Mr. William Zordani, Student

Friends of Lake Forest Parks & Recreation Foundation:

Mr. Mike MacDougal
Mr. Ed Zaul
Mr. Ara Goshgarian
Mr. P.J. O'Neil
Mr. Fred Jackson
Mr. Scott Gray
Mr. John Powers
Mr. Mark Milliman
Mr. Patrick Marshall via phone

Staff: Ms. Sally Swarthout, Director of Parks and Recreation
Mr. Joe Mobile, Superintendent of Recreation
Mr. Chuck Myers, Superintendent of Recreation
Ms. Dani Spann, Administrative Assistant

Public: Ms. Christa Rooks, Lake Forest Leader

Special Guests: Mr. Steve Konters
Ms. Bridgett Dietrich

IV. Joint Workshop Visioning Review & Discussion

Steve Konters and Bridgett Dietrich from Hitchcock Design Group conducted the joint workshop to discuss a 10-year Parks and Recreation strategic Master Plan. Mr. Konters gave a brief introduction and overview of the planning process, where we are currently, along with the inventory and analysis conducted.

There are four phases in the process to determine the Comprehensive Master Plan and the needs over the next ten years. These four phases are 1) Analyze various data of the community, 2) Connect with staff and community and go over data, 3) Envision and look at alternative strategies and needs, 4) Implement the desired plan.

In the first phase, they analyze the demographics of the area. A context map was presented, showing the City boundaries. Demographics included age, race/ethnicity and income. Mr. Konters talked about the inventory of the current parks, facilities and open spaces. There are 19 City owned parks. He touched on how the parks are classified, along with the guidelines for acres and amenities offered per park.

During the analysis phase, Lake Forest is compared to other similar surrounding communities based on the amount of amenities offered per population, amount of park acreage per population and amount of space per population. Mr. Konters talked about the distribution analysis and how the parks are distributed throughout the community. A short discussion followed on the amenities offered and how the City rates among other communities.

In the facilities inventory, a staff workshop was held with Hitchcock Design Group. The staff decided on new indoor space, turf fields and beach/lakefront improvements as being the top three highest needs over the next ten years. Hitchcock Design Group then met with stakeholders and discussed the following topics: Parks, Athletic fields, Indoor space, Beach and Sailing, Dance, Kinderhaven, Biking and other trails. Athletic fields and Indoor space was among the highest ranking in this meeting.

The online survey was conducted over a four-week period and had 740 participants with 91% being residents. Data requested in the survey included the area they live, age, and how often they visited the parks. The highest reason for dissatisfaction was due to outdated/inadequate facilities. The survey results indicated an importance to update existing parks and their amenities, including indoor space.

The workshop began with Mr. Konters and Ms. Dietrich passing out index cards to the group and instructing them to write down the top three ideas or areas they feel need improvement. The cards were then collected and tallied.

During the first part of the brainstorming process, the following categories or needs were suggested to be addressed in the Master Plan.

- Outdoor turf fields/lights
- Improved field drainage
- Beach indoor space
- Improve/add sled hill
- Improve outdoor ice/add indoor ice

- Add indoor aquatics
- New/add indoor turf
- Update/expand indoor space (Rec Center/Fitness Center)
- Expand Kinderhaven
- Indoor facility at Townline Park
- Add/improve paths
- Park improvements
- Regulate beach access on week days
- Maintain beach
- Improve school partnership
- Add family programs

In the second part of the brainstorming, members were then asked to prioritize the different categories, and after discussion, it was decided the top three areas for improvement were:

- Outdoor turf fields/lights
- Expanded indoor ice
- Update/expand indoor space (Rec Center/Fitness Center)

The question came up as to if the categories listed in this meeting were similar or different from the ones in the last Master Plan. It was noted in 2008 two important areas of need listed were a field house and a swimming pool, however, many factors determine a change in needs or desired improvements in a community.

The next step will be to meet with the task force to go over the data collected at this meeting and establish primary needs with low to high priorities. Another joint board workshop will be scheduled in the next month to go over the information for the Master Plan.

V. Adjournment

Board member Maguire motioned for adjournment and Board member Duffy seconded. The meeting was adjourned at 8:08pm.

Respectfully Submitted
Dani Spann
Administrative Assistant