

**Village of Hinsdale
Park and Recreation Commission
Minutes of Meeting
October 20, 2008**

Chairman Medick called the meeting of the Park and Recreation Commission to Order at 7:35 p.m. at Memorial Hall 2nd Floor Old Board Room.

Members Present: Keith Medick, Chairman, Commissioners, Jeff Curran, John Deppe, Jeff Finlay, Diane Griffin, and Sandy Usher

Members Absent: Commissioners Hutcherson, Lubenow & Quast

Staff Present: Gina Hassett, Director of Parks and Recreation
Linda Copp, Parks and Recreation Secretary

Approval of Minutes

The Park and Recreation Commission reviewed the minutes of the August 18, 2008 meeting. Chairman Medick requested some changes be made to the draft of the minutes. Chairman Medick moved that the minutes be approved with changes. Commissioner Deppe seconded the motion.

The Park and Recreation Commission reviewed the minutes of the September 15, 2008 meeting. Chairman Medick requested some changes be made to the draft of the minutes. Chairman Medick moved that the minutes not be approved until the changes are made. Commissioner Deppe seconded the motion to correct the minutes.

The Park and Recreation Commission reviewed the minutes of the September 29, 2008 meeting. Chairman Medick requested some changes be made to the draft of the minutes. Chairman Medick moved that the minutes be approved with changes. Commissioner Usher seconded the motion.

Monthly Reports

Chairman Medick reviewed the September monthly report. Commissioner Finlay questioned why the operating expenses were higher than last year at this point. Ms. Hassett explained that some of the expenses were still from the summer. She commented that all expenses are being monitored very closely. Commissioner Curran asked what the contractual services were for. He requested that Ms. Hassett get more detail on those services. Ms. Hassett explained how the contractual services work and that she would provide a detailed report for the November meeting. She explained how the staff has worked to improve the percentage that the Village receives on each of these services.

Staff Reports

Ms. Hassett reported that Brook Park is completely finished. She reported that roll window covers are needed for the large glass windows in the front. Chairman Medick asked to try to find the funds in the budget for these. He stated that the park looks good and agreed that the window covers would be needed. Ms. Hassett explained that the covers don't just look better, but would provide protection on our investment and safety. Chairman Medick asked Ms. Hassett to talk to Village Manager Dave Cook about finding the money in the budget and suggested that we use heavy-duty covers like the ones at Veeck. He mentioned that the ones at Peirce are thin and have broken. Ms. Hassett mentioned that there would also need to be something to install the window covers on. Chairman Finlay moved to approve the purchase up to \$6,500. Commissioner Medick seconded and the motion passed unanimously.

Ms. Hassett reported that Metra has approved 135 spots for the Polar Express and she explained the options that those on the waiting list have been given. Commissioner Curran asked if other towns would be able to enroll. Ms. Hassett explained that we are full and that only residents were able to enroll. Commissioner Finlay asked about getting a bus for those on the wait list. Ms. Hassett explained that the bus is very costly.

Ms. Hassett also reported that we still have zero registrants for the Murder Mystery to be held on November 21. Chairman Medick asked Ms. Hassett to continue to look at what programs customers need or want. Ms. Hassett commented that she would analyze all programs for the current season. Commissioner Finlay suggested that some programs might be better for the Library to run. Ms. Hassett stated that we are trying to not compete with other organizations like The Community House and we want to be able to target adult programs. Chairman Medick suggested to not offer any programs that other organizations have and that there needs to be more discussion on the agenda about this.

Field Usage

Ms. Hassett reported that field fees are still coming in. All of the teams have been accommodated for the fall season. She also reported that the Public Services staff would be winterizing the buildings in the next few weeks.

Follow Up Items

Ms. Hassett reported that Yoga has decided not to have any classes at KLM Lodge. She explained that the Parks and Recreation office has mailed flyers and had reached an agreement on the fees. When Ms. Smith realized that non-residents had a higher fee, she decided not to hold the classes.

Paddle Tennis

Chairman Medick stated that the Paddle Tennis membership numbers were incorrect on the report. Ms. Hassett will correct those numbers before the report

goes to the Board. Commissioner Curran stated that the numbers are down from last year. Commissioner Usher asked to see the membership report again in November. Ms. Hassett explained that our current RecTrac version is old and not accurate in reporting from prior years.

KLM

Commissioner Finlay questioned the expenses at KLM. Ms. Hassett explained that Dena Reetz, the KLM Reservationist is being careful with expenses and bringing in new rentals. Commissioner Curran asked to see the report with how many available slots for use there are so we can know the percentage of time the Lodge is being rented. Ms. Hassett will be sure that this report is done for the November meeting.

Swimming Pool Report

Ms. Hassett reviewed the swimming pool report with the Commission. Commissioner Finlay asked about the vacuum expense. Ms. Hassett reported that the Village had to pay to fix the vacuum because of operator error. She explained that vacuums are very sensitive and that the part-time staff may not have used it correctly. Chairman Finlay reviewed the pool comments such as complaints about how dirty the locker room is and that we should consider having the cleaning crew come in earlier. He suggested more training for the staff. He also suggested that there should not be an adult lap swim time during the weekends. Ms. Hassett will look into the lap swim hours. Commissioner Usher also questioned the hours for lap swimmers. Ms. Hassett stated there are a lot of lap swimmers that use the pool during those hours. Commissioner Deppe stated that he did remember having the weekend lap swim hours in the past.

Chairman Finlay commented that there are available funds in the pool account that should be used for improvement to the locker rooms and flooring. He asked Ms. Hassett to talk to Dave Cook about the availability of those funds. Commissioner Usher asked what capital projects have been suspended. She commented that waiting with maintenance issues would end up costing us more in the future. It will also hurt memberships if improvements are not done.

Chairman Medick commented about needing lockers. He also commented on the comments regarding the concession stand. He suggested selling sundries like suntan lotion, magazines and better food choices. Chairman Medick suggested that he is willing to go to Dave Cook with Ms. Hassett to talk about incentives for keeping expenses under control.

Chairman Medick also stated that the pool needs good managers and staff. Ms. Hassett said that customer service is a training priority and that she will be looking closely at staff for next summer. Commissioner Deppe wanted to know how often staff supervised pool. Ms. Hassett explained that Ryan Miller was the manager on duty until 2:30 pm last summer and then pool managers would be there. Those pool managers were very young with no experience. Ms. Hassett wants to hire an

aquatics person or a solid manager to replace Nick Troy. Commissioner Deppe stated that we need to teach and nurture people and have the common sense approach. He suggested that the Commissioner's help out by going to the pool and talking to the pool patrons.

Chairman Medick asked for Ms. Hassett's ideas and recommendations for the pool and stated that the pool report was good information but a mediocre report card, especially when looking at the survey results. Commissioner Usher asked Ms. Hassett about the different types of life guard instruction. Ms. Hassett explained the difference between Red Cross, Jeff Ellis and Star Guard programs. Ms. Hassett believes that the Red Cross program is okay for our pool at this time. The Red Cross program has no check and balance system and the other two do.

Commissioner Usher asked if staff is rehired based on their evaluations. Commissioner Griffin asked if swim team participants teach swim lessons. Commissioner Deppe stated that they usually don't because they find better jobs. He asked how much pool managers are paid. Ms. Hassett stated that it is a stipend but generally around \$12 per hour. What they are being required to do is basically the day-to-day operations of the pool.

Commissioner Finlay stated that staff needs to be pro-active with the Board regarding maintenance issues. Commission Usher stated that the survey results stated that the parks were in good shape. She also stated that the parks will not be maintained well if all our capital is taken away.

End of Summer Bash Report

Chairman Medick reviewed the expenses for the End of Summer Bash. Chairman Medick stated that the End of Summer Bash is a great idea but that we lost \$24,000 on the event. Money from that event could have paid for lockers at the pool. He commented to the Commissioners to come prepared with repairs for the Board. Chairman Medick also stated that the pool is a must-have, not a need-to-have for the community. Commissioner Finlay stated that pool revenue is jeopardized by not improving the pool. Commissioner Curran stated that he expects memberships will drop without some improvements.

Ms. Hassett asked about raising the 2009 membership fees. Chairman Medick stated that he would be hesitant to raise the fees unless improvements would be made. Commissioner Usher stated that it was agreed last year that pool fees would be raised over a two-year period. Commissioner Deppe agreed with Commissioner Usher. Ms. Hassett will create a spreadsheet that will show where the revenue from the increased fees will go. Chairman Medick will attend the November board meeting. Commissioner commented that the report Chairman Medick moved approval of the new fees. Commissioner Usher seconded the motion and the motion passes unanimously. Commissioner Deppe seconded and the motion passed unanimously.

Lyons Township Submission Update

Ms. Hassett explained that she submitted her report to Lyons Township for available funds. She will present a power point presentation as well some time next week. Commissioner Medick will attend this meeting with Ms. Hassett. The meeting date has not yet been determined. Ms. Hassett will let the Commissioners know when she has the date and time.

End of Summer Bash 2009

Ms. Hassett reported that a 2009 End of Summer Bash is still undecided. All budget expenditures are on hold until after the November 4th election referendum results are known. Ms. Hassett will put her recommendation for 2009 on the November agenda

Fall Festival

Ms. Hassett reported that the Fall Festival held at Burlington Park on Saturday, October 18 was great. The weather was good and everyone that attended seemed very happy. There were 500 pumpkins and we ran short.

Thorguard

Chairman Medick stated that he didn't understand the Thorguard letter. The Commission was not happy with the response regarding the warranty. The Commission won't recommend Thorguard to anyone since the system was not operational for a year. Chairman Medick stated that the Village is not to be included in any of Thorguard's marketing material or as a reference. He asked if anyone had read the warranty to see if it covered from date of sale.

Brochure sponsorship

Ms. Hassett commented that Tim Scott is still working on brochure and event sponsorships.

Sports Summit

Ms. Hassett explained that some sports organizations would like to have the Sports Summit in December so they know information for their January meetings. Chairman Medick suggested that December was not a good time and mid-January would be better. Ms. Hassett will pick a date and let the Commission know the date. Chairman Medick suggested that the Summit be a public meeting.

KLM Summit

Ms. Hassett explained that all community organizations involved at KLM would be invited to a Summit to discuss the long-range plan for KLM Park. This Summit should be held in January or February. Chairman Medick will talk to Trustee Follett regarding dates for the Summit.

Outdoor Ice Skating at Burns Field

Ms. Hassett reviewed the expenses for the ice rink at Burns Field and how the Public Services staff is involved. It cost approximately \$18,000 per season to

operate the ice rink. Chairman Medick stated that the ice rink is a unique opportunity for the community and does not want it to be eliminated. Commissioners Finlay and Curran both agreed with Chairman Medick that the ice rink should be continued. Chairman Medick commented that the parks department lost almost \$1,000,000 in parkland with the loss of the Ogden Avenue project. Commission Griffin questioned the overtime on the memo from George Franco. Ms. Hassett will bring a recommendation and guidelines to the Commissioners that will go to EPS. Commissioner Curran asked about the concession stand. We should consider manning the concession stand to generate some revenue.

Correspondence

Ms. Hassett read a letter from the Beautification Taskforce regarding their opposition to the lights. Commissioner Deppe wanted to know who this Taskforce is. Commissioner Finlay explained who they are.

Ms. Hassett reported that there is nothing to report to ACA Committee.

Adjournment

Since there was no further business to come before the Commission, Commissioner Medick moved to adjourn. Commissioner Curran seconded and the motion passed unanimously. The meeting of the Parks and Recreation Commission meeting was declared adjourned at 9:20 pm.

Respectfully submitted,

Linda Copp
Secretary