

**VILLAGE OF HINSDALE**  
**AGENDA**  
**PARK AND RECREATION COMMISSION**  
**June 15, 2009 - 7:30 PM**  
**MEMORIAL HALL- MEMORIAL BUILDING**  
*(Tentative and Subject to Change)*

Chairman Curran called the meeting of the Park and Recreation Commission to Order at 7:34 p.m. at Memorial Hall Board Room.

**Members Present:** Chairman Curran, Commissioners Banke, Deppe, Griffin, Lubenow, McCarthy and Otto

**Members Absent:** Commissioner Opler

**Also Present:** Trustee Doug Geoga

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

Chairman Curran introduced and welcomed Scott Banke to the Commission. The Commissioners each introduced themselves to Commissioner Banke.

Trustee Geoga introduced himself as a new Trustee and Chairman of the ACA Committee. He is very interested in the Commissions work.

**Approval of Minutes**

Commissioner Deppe moved approval of the May 15, 2009 Park and Recreation Commission meeting minutes. Commissioner Otto seconded and the motion passed unanimously.

**Monthly Reports**

The April report was for the end of the fiscal year, but there are some expenses that are still not included. The Peirce Park accident work for the picnic pavilion has not been included. The budget didn't change much from March and the year finished pretty well.

Chairman Curran asked Ms. Hassett to add other items to the report next month. Commissioner Deppe asked about saving money in areas because of staff that has left. Ms. Hassett stated that those positions will be filled in the near future so there will be some cycles that the staff costs will be less.

Chairman Curran asked about capital for this year. Ms. Hassett stated the capital amount for 2010 is \$102,500. Ms. Hassett broke down the improvements as follows:

- \$35,000 for pool floors resurfacing
- \$10,000 for pool lockers
- \$10,00 for Burns Field Warming House repairs
- \$15,000 Burns Field basketball court
- \$29,500 for vehicle for parks department
- \$7,500 for new oven at KLM

Chairman Curran asked about the timing of the oven for KLM. Ms. Hassett will get a third quote as soon as she has time. Griffin asked about landscaping credit. The adjustment will not be given back to the parks and rec dept. and will be given a \$5000 credit each month. Ms. Hassett is working to try to be sure that the bills are correct, but it is hard to know how many times a park is actually mowed. For upcoming months, Ms. Hassett will give a more detailed report of what contractual services are for the coming months.

Commissioner McCarthy commented about getting landscapers to sponsor the parks. Chairman Curran asked about getting sponsors for printing as a trade off for services. Chairman Curran asked about the length of term on contracts. Ms. Hassett stated that most contracts are for one year with an option to renew for a second year. Ms. Hassett stated that to mow in-house is a better option, but that involves full time staff with benefits which would cost the Village more.

Commissioner Otto asked about athletic revenue. Ms. Hassett stated that athletic revenue is programs that are people register for with us like lacrosse and soccer. Commissioner Otto also questioned why the field fees are always \$20,000 when there are many organizations paying for field fees and AYSO pays \$20,000. Ms. Hassett explained that prior to two years ago; all fees were together under Parks and Recreation and not broken down. Commissioner Otto also mentioned that Vick is being used for pitching practice. Ms. Hassett stated that it is not sanctioned use.

Commissioner Banke asked about Hinsdale Central paying us a fee for their field use. They don't pay us a fee and Ms. Hassett hopes to use the turf field when it is done. Ms. Hassett will check for an intergovernmental agreement. Hinsdale Central does not charge us for using their pool. Commissioner Banke also questioned insurance. Ms. Hassett stated that each organization does need to provide a certificate of insurance. 3301 (risk management) is the line item number that covers that.

### **Recreation Program Report**

Ms. Hassett commented on applicants for Ryan's position. She stated that Kurt Lindemann has accepted the position and hopes to start in about a week and a half.

Ms. Hassett stated that AYSO finished their season. The bridge at KLM is still waiting for dry weather. She met with HCHS for Cross Country meets at KLM. The Village has been contacted by Tanya Hart and Trisha Montgomery contacted Village Manager for a Summer Bash. It will be a smaller version on Friday, August 28 and the Village will not incur the costs. It will go to the Board on Tuesday for approval. Village will need to provide the staff. The event will be free but donations will be taken for HCA since the Village has not made a contribution to them this year. The Village will pay for porta-potties and the logistics.

Commissioner Lubenow asked about smaller bands being different from Uniquely Thursdays. It will be a longer evening and will include some food vendors. Commissioner Griffin wanted to know if it would still be called the End of Summer Bash. Ms. Hassett stated that at this time it will be called the End of Summer Bash. Commissioner Griffin stated that the expectations will be higher with the same name. Chairman Curran asked about the staging and if it would be a Uniquely Thursday stage. It will be a stage similar to

last year but smaller. Those stages are much more expensive. Chairman Curran asked about plans for a rainout. The Village would only be out staff time and cost of port a potties. Commissioner Lubenow asked about moving the event back to KLM. Ms. Hassett stated that KLM is underutilized. Chairman Curran said venues should be rotated and not so much like another uniquely Thursday.

Commissioner McCarthy asked what Ms. Hart and Ms. Montgomery get out of this event. It will be a Village event but a Peamonty Production. Ms. Hassett stated that the publicity will come through the Village and there will be local restaurants invited to attend. Commissioner Griffin wanted to know how much of the funding would come out of our budget. Ms. Hassett will check.

### **Pool Report**

Ms. Hassett reported how time consuming the Town Team is. There are all new coaches and there are a group of parent volunteers helping. Ms. Hassett is looking forward to having more staff soon. Ms. Hassett explained that the pool doesn't have the resources to use for emails for contacts so all communication has to come from the office.

Chairman Curran asked for quotes on a lap top and more resources for network coverage. Chairman Curran also asked if anything can be posted on the website. Ms. Hassett stated that we do not have a way to post information on the website so the phone has a message if the pool closes. Ms. Hassett stated that the lightning prediction system has been tested and is working. Ms. Hassett commented on the new measures that we are trying to do for this year. Commissioner Lubenow suggested that the coaches all be involved in a distribution list. Commissioner Deppe suggested that a phone tree works really well. Commissioner Banke suggested setting up a general email that can't be replied to. The IT person said that could be done in a week or two. Ms. Hassett stated that we are trying to be more communication friendly.

Some in-service training with the fire dept was done and that was very helpful. Pool is now open regular hours.

### **KLM Report**

The KLM print brochure is in final stages.

### **New Business**

#### **HCA Use of KLM Lodge**

Ms. Hassett shared the request from HCA for use of the Lodge for additional program. The School District uses KLM during staff time and they are required to pay for coffee. HCA could be there when there is already an event going on. Ms. Hassett shared the list of programs that they would like to see. Anytime the building is off line for programs it is not available for rentals. Memorial lunches have become very popular and these classes could make the building unavailable. The majority of week day use is the school district and some meetings

Chairman Curran asked what the agreement is with the school district. The school district currently pays \$8 per hour if there is no staff scheduled. HCA asked to have a key and that

is not an option. Chairman Curran asked if there was any particular floor that they wanted. HCA is flexible. If Irish Dance classes are permitted, it would have to be soft shoe.

Commissioner McCarthy asked about years of history for rentals. Ms. Hassett is not sure how far back our computer system will go to get that information. Since KLM bookings can go be booked for more than a year, there is no guarantee that the dates and times may be available for the winter months. Ms. Hassett said there is no programming space in HCA. Science building could be unoccupied by the end of the summer and that could be a better venue for them.

Chairman Curran asked to compare actual costs and the non-profit rate. Chairman Curran suggested working out an opportunity for them to use the facility. The Commission needs a recommendation for ACA on July 6. Chairman Curran concern is missing out of the memorial lunches and we don't have enough information to know that information. HCA class list submitted is tentative and subject to change.

Commissioner Otto suggested \$25 per hour with additional charge for extra cleanup. Commissioner Lubenow stated that it should be okay as long as it didn't interfere with other events. Chairman Curran suggested doing the fall season and then reevaluate for the winter. Chairman Curran asked Ms. Hassett to check the Intergovernmental Agreement with the School District since \$8 per hour doesn't cover our costs. Chairman Curran stated that 80% of time KLM is currently empty.

Recommendation from Commission is \$25 per hour with preference of keeping the downstairs open. Commissioner Banke suggested a staff charge in addition to the per hour fee. Commissioner Otto moved to charge \$25 per hour and set up costs. Commissioner Lubenow seconded and motion passed unanimously.

### **HCA Request for Capital Repairs**

Ms. Hassett shared the improvements that are needed for the building. They have requested \$13,500 in improvements. Chairman Curran wanted to know if these would be included in the grant funding. These funds are not in the Village budget for this year. Commissioner Deppe commented that we don't have the funds and this item needs to go to ACA. Chairman Curran suggested including the repair items in the capital requests.

## **Park & Recreation Commission Follow Up Items**

### **Dog Receptacles and Signage Update**

No updates

### **July 4<sup>th</sup> Parade and Event Update**

Chairman Curran asked for parade status. Ms. Hassett asked for volunteers. Alyce Mansell declined being grand marshal, so no one is picked. Former Village Manger Mike Woerner has been asked, but he has not yet responded. The Commissioners said who would be available to help.

### **Duncan Field Update**

The Village has retained a lobbyist to secure funds. The lobbyist knows many County Commissioners and has met with the new Chair to hope to resurrect the project.

### **Lyons Township Update**

Village Manager Cook spoke with the new Township supervisor and there will be another round of public hearings and they will work forward on a need basis. The project will stay as submitted and no new additions will be able to be added. Bonds have to be issued by October.

### **Schedule Site Visit**

Chairman Curran requested visiting the pool in July. Commissioners will meet at the pool at 6:30 pm before the Park and Recreation meeting at 7:30. Commissioner Griffin questioned the status of the issue with the resident by the Woodlands. Former Commissioner Medick was to talk to Village Manager Cook regarding this resident, but did not talk to Mr. Cook before his term was up. Commissioner Otto stated that this field could be used for kindergarten fields. Ms. Hassett stated that she believes that area is designated to become a catch basin in the future.

Chairman Curran will try to talk to Village Manager Cook and the residents from that area.

### **Capital Projects & Repair/Replacement Schedule update**

Chairman Curran asked where we are with the open land money from the state. We have missed the boat with the deadline being July 1<sup>st</sup>. The lobbyist does have other chances for funding from the state. Chairman Curran mentioned that KLM and Burns basketball court and warming hut would be capital items for the state list.

Ms. Hassett stated that Village Manager Cook and the Board are asking for a 5 year capital plan.

### **Skate Park**

Village Manager Cook received a petition for opening the skate park on weekends and evenings. Some repairs will need to be made first. Hopefully in a couple of weeks it may open.

Ms. Hassett reported that a young adult was arrested for trespassing at the skate park. The police did take the person to the station and they were handcuffed. Chairman Curran asked if Ms. Hassett knew when the park would be able to open. Ms. Hassett stated that it will not be open anytime soon. Commissioner Otto stated that he believes that Veeck is open until 10 pm and can we have some kids monitoring the park. Commissioner Deppe wanted to know if there were any injuries since the skate park has been closed since kids are skating there anyway. There have not been any reported and he agreed that it should be open when it is safe. Commissioner Deppe thanked the residents for their petition. Commissioner Banke was thankful for the recommendation.

### **Park Walk Throughs**

Ms. Hassett will send out the assignments by email. Each team will do five parks. Chairman Curran asked the Commissioners to watch for items that desperately need repair. Chairman Curran requests the walk throughs to be done by July 4<sup>th</sup>. Since the Village has some summer help, this work could be done while we have that help. Chairman Curran suggested having local residents or school age children involved. Stu Seman will help with Stough and Ehret. The boy scouts may also be willing to “adopt a park”.

### **Capital Review**

The Capital Review needs Manager Cook’s feedback from Springfield. Based on that feedback, the Commission can look at the capital improvements that are needed. Chairman Curran asked each Commissioner to take reference to expenses and capital for each park. Ms. Hassett explained that the figures will be taken to the board but only a portion will be received. There are some items that cannot be put off. Chairman Curran asked to include these items in park walk throughs. It will go to ACA in July.

AYSO requests matching funds from the Village and has attempted to give funds to the village and has been unsuccessful. There have been some issues with Public Services regarding the giving of these funds.

Some other items for the Capital Plan are a roof at Peirce Park and in the next five years, the pool will need to be replaced or renovated. Chairman Curran and Commissioner Otto will attend the ACA meeting in July.

### **Correspondence**

None

### **Gateway SRA**

Ms. Hassett received an email from Ray Graham that their funding will cease July 1<sup>st</sup>. She will try to find out how this affects Gateway at the monthly meeting.

### **Adjournment**

Since there was no further business to come before the Commission, Commissioner Deppe moved to adjourn. Commissioner Banke seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission meeting was declared adjourned at 9:45 pm.

Respectfully submitted,

---

Linda Copp