VILLAGE OF HINSDALE

MEETING OF THE

PARKS AND RECREATION COMMISSION

Tuesday, April 12, 2016

Memorial Building Board Room

­­­­­­­­­­­­­­­­­­­­­­­­­Chairman Banke called the meeting of the Park and Recreation Commission to order at 7:01 p.m. at the Memorial Building Board room.

**Members Present:** Chairman Banke**,** Commissioners George, Baker, Conboy and Waverley

**Members Absent:** Commissioners Owens and Keane

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

 Linda Copp, Secretary

**Also present**: Bridget Mulligan to observe for AP government class

**Approval of Minutes**

Commissioner George moved approval of the March 8, 2016 Park and Recreation Commission meeting minutes. Commissioner Baker seconded and the motion passed unanimously.

**Gateway Special Recreation Association Report**

Ms. Hassett commented on the packet. The bus should arrive in early June and Gateway Association is looking at entering into a website agreement for agendas, minutes etc. Ms. Hassett is looking at the website options and new logo designs.

**Recreation Staff Report**

Ms. Hassett commented on the rental revenue for KLM increasing. It is trending upward and should be about 5% over budget. The carpet will be installed beginning next week. The new lodge manager will be starting on Wednesday. Hilary was a Superintendent of Recreation at a park district and was looking for a part time position. New chairs will be in by the end of the month.

The village is working on the costs associated for the HCA bldg. so the lease can be signed. Window repairs and fire suppression are some of the improvements that need to be done. They will cost about $125,000. The capital plan includes a new roof and tuck pointing. The oil heating tank has been removed and there was no contamination to the soil.

Commissioner Conboy asked if the lodge has Wi-Fi. Ms. Hassett stated that it is wireless but staff is still challenged for business because of not being ADA compatible. There is an 80” monitor TV that is suitable for small business meetings. The second floor is a challenge. The cost to install an elevator would be too expensive. The Arts Center also does not have an elevator and they don’t need one to be compliant. Most of the work is maintenance. The tenant hopes to occupy for the fall school year. There is significant work that the tenant will also have to do, mostly in restrooms. Any use of the bldg. requires modifications to the Village Code.

Ms. Hassett stated that HVAC will be added. Chairman Banke asked if we are offering any incentives for usage of the building. There is no one else interested so the village is doing what we can to make the building code compliant. The Community House will be using the space where the preschool is, so they need a different space.

Commissioner Waverley asked about the playground at KLM. Ms. Hassett stated that is designed for ages 2-12. Commissioner George asked about the duration of the lease. Ms. Hassett stated that it would be five years with an extension for 12 years. Chairman Banke asked if we can tour the Zook property if we have a meeting at KLM this summer. The operation hours will be 8-4 M-F and the school will need to check with the village to be sure there are no other conflicts in the park.

Platform tennis has not met and the village board wants to have a discussion regarding the lease agreement. Engineers are finalizing the plans for the walkway and there will be options for other materials other than aluminum

Athletic fields are open and the mowing and cleanup has begun. Community survey has been reopened to try to capture the younger age groups. Ms. Hassett hopes to have the data by the May meeting. Pool passes are on sale and the sales have still declined for resident passes. Neighborly passes are still doing well. Clarendon Hills sales have also been slow. Commissioner Waverley asked if there was something that could be done to entice people to the pool, like an open house at the pool. The Commission suggested some ideas for drawing people to the event.

Commissioner Baker asked why the revenue was down on the super pass. Ms. Hassett explained that last year we were over a little more because of having the web open. She commented about the maintenance at the pool – life guard chairs may be done at the end of the season. Staff will bring the proposal to board next week for painting at the pool. The residents that live near the pool will be notified about the sand blasting that will be done at the pool. Ms. Hassett commented on the pump and motor issues from last year. The repairs were authorized for this current year so we don’t have to wait until May to do the work. Other pumps will be done at the end of the season.

Program registration begins April 18 for the summer programs. The Egg Hunt was well attended even though it was muddy. The next event will be the park cleanup on April 22nd. This year will be focused at Burns Field from 4 pm until dusk. There will be a couple scout groups that may go to a different park to pick up trash. Chairman Banke mentioned that it does qualify for service hours at the high school so some will come for that. The idea is that public services does not always have the time to spend on clean up.

**Recreation Financial Report**

Ms. Hassett commented that program revenue is trending down, mostly fitness and athletics. She hopes tennis will increase this year. Community House is also seeing the same trend. Platform tennis revenue will receive money for lessons from Mary Doten and is currently 6% down from prior year. Lodge rental increase 4%. Ms. Hassett stated that she should the final year numbers at the May meeting.

Chairman Banke asked about capital projects for this summer. Ms. Hassett stated that the tennis courts at Robbins, Stough and Peirce tennis courts will be filled, KLM patio to relevel the stone, several roofs at the parks, pool painting and a vehicle. Platform tennis will get the remaining lights and skirting. She will provide a full list at the next meeting

**Public Donation/Artwork Guidelines Update**

Chairman Banke stated that he would like the policy to be finalized tonight to bring to the board. Commissioner Conboy had provided a model from Portland, OR that he wanted to share. Ms. Hassett stated the different types of donations and the approval process. Artwork, non-conforming items or a memorial would have to come to the Commission. Ms. Hassett commented on the few donations that we have at the parks given by family members. Chairman Banke asked Commissioner Conboy to comment on the guidelines he sent from Portland, OR. Commissioner Conboy commented that he felt that policy was very specific. He wanted to know if there is a menu of needs per year so that we don’t have too many of any certain item. Where are legal issues addressed? Commissioner Conboy anticipates that there will be more and more of these gifts in the future and we need to be careful with the criteria. Chairman Banke asked the Commission for their comments.

Commissioner Waverley wanted to know what points were missed from the current document? Ms. Hassett stated the goal should be that Parks and Rec would be the first step to approval. The Commission would be the Committee that would have to say no, and the reasons would go to the village board as a discussion item.

Ms. Hassett stated that everything must be code compliant and applicant would have to pay for all permit fees that are required. Commissioner Conboy commented on page 3 of his model and liked some of the details of the guidelines. Will it benefit the users of the park, will anything be offensive, liability issues, religious or political nature. Commissioner Conboy feels that a bit more detail is needed. There was discussion between the Commissioners regarding what should be added to the Policy. Ms. Hassett stated that most of the categories are in the current policy, but needs to be more specific.

Commissioner Baker commented that ultimately we need to have the rule that the Commission or Board of Trustees make the decision and there should be no appeal. He also stated that he didn’t understand the paragraph regarding the discussion item at the board. Ms. Hassett explained how the approval and voting process worked by the Board. If the Commission disapproves the board would get it as a discussion item and then they would review the request. If the board makes changes, it could come back to the Commission. Ms. Hassett commented on some changes that could be made to the language regarding the board decision.

Ms. Hassett commented on the language that she thought should be included in the policy. Commissioner Conboy commented on the language using “sensitive” and is it good for the majority of the community.

Chairman Banke commented that he researched best practices for drafting policies. Make sure you take a balanced approach, broader use of policy to provide the opportunity to the next Commission. He recommends that this policy moves forward to the board of trustees and considerations of broader criteria for the policy. Commissioner Baker suggested one more draft to include some of Patrick’s ideas. Commissioner Conboy mentioned to Ms. Hassett to try to come up with some issues that may come up. Chairman Banke thanked the Commissioners for the discussion regarding the policy. Ms. Hassett will hopefully get this to the Commissioners before the next meeting.

**New Business**

None

**Other Business**

The Commission agreed that the next meeting will be May 24. The sub-Committee for HPTA will try to meet the last week of April

**Adjournment**

Since there was no further business to come before the Commission, Commissioner Conboy moved to adjourn. Commissioner Waverley seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission was declared adjourned at 8:23 p.m.

Respectfully submitted,

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Linda Copp, Secretary