VILLAGE OF HINSDALE

MEETING OF THE

PARKS AND RECREATION COMMISSION

Tuesday, December 8, 2015

Memorial Hall Old Board Room

­­­­­­­­­­­­­­­­­­­­­­­­­Chairman Banke called the meeting of the Park and Recreation Commission to order at 7:35 p.m. at the Memorial Hall old board room.

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

**Members Absent:** Commissioner George

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

 Linda Copp, Secretary

**Approval of Minutes**

Commissioner Waverley commented on one correction to the minutes. Commissioner Conboy moved approval of the October 13, 2015 and October 26, 2015 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. At the next meeting lease options will be discussed for a new vehicle.

**Recreation Staff Report**

Ms. Hassett commented on the KLM lodge rental revenue. Revenue increased 12% over prior year. Platform tennis walkways are secure and staff is working on getting engineering specs for the walkways. Ms. Hassett has requested additional funding for lights for the courts. There will be net funding to cover the cost this year and it will cost $6,800 to replace four courts. After this year staff will make a decision regarding changing of any more lights. To change all of them could be too much light for Burr Ridge residents. Burr Ridge suggests redrafting the agreement that we have with them regarding any additional time or lights. If the village manager approves the expense, they could go in after the New Year, depending on the weather.

Ms. Hassett explained that there will always be a problem with the heaters because of the moisture in the area. Revenue is still coming in and there is a significant decrease due to league and players still needing to pay.

Ms. Hassett commented on the community surveys that have been received so far. The goal is to receive at least 10% of them back. Eastern University is compiling the results during the holiday break. It is possible that the professor may be here to present the information once it is tabulated. Commissioner Owens stated that people may not fill it out because of being so busy. Commissioner Waverley stated comments that she has heard are regarding the baby pool. Because it is separate from the lap pool, parents can’t be in both areas at the same time. Commissioners discussed how the study would be helpful for the future. Ms. Hassett stated that there is adequate power for an additional filtration system.

Ms. Hassett stated that the ice rink liner may be down next week, weather dependent. Commissioner Banke asked about the location of the rink. Ms. Hassett stated that Public Services picked a place that is more level. Ms. Hassett stated that the weather conditions need to have at least 5 days of below freezing to make ice and if there is snow in the forecast it helps as a blanket.

Ms. Hassett stated that the Holiday Express was a success once again with both trips sold out and that this Saturday is Breakfast with Santa. The village has a new website and it will hopefully be more helpful. There are some repairs on the tennis courts to be done in the spring. Athletic field revenue is still coming in and since there was more usage, electric bills were higher. Chairman asked about an adult baseball league that was playing and wanted to know if they were paying a fee. Ms. Hassett stated that the fields are generally booked until 9:30 pm every night. Mowing and landscaping were watched closely through October and is still within budget.

Ms. Hassett stated that the Brook Park repairs of $4,600 were being reimbursed by the resident and was paid by their homeowners insurance. December 1st the new picnic fees went in affect. Our software upgrade has been postponed until next year. Ms. Hassett explained that the new version is window based and will give many more options.

**Recreation Financial Report**

Ms. Hassett commented about field revenue and some more will still come in. Personnel costs are up 17% due to seasonal staff and raises. There are still some capital improvements to be made. There will be carpeting at the lodge and new windows for the Arts Center. There is a decrease in program revenue, primarily due to not offering the program anymore. Commissioner Waverley asked if we look at the Community House to see that we don’t offer the same programs. Ms. Hassett stated that we have talked about shared programming, but the Community House is limited for outdoor field space and the Village is limited because of having to use the school gyms. Ms. Hassett stated that the Community House does have a membership fee to join. We are successful in the pre-school programs and they charge a lot more for programs. Ms. Hassett explained how we co-op with Burr Ridge and how we don’t have any access to the school gyms in January and February, which limits programming for the winter months. Commissioner Waverley stated that we should not overlap programs. Ms. Hassett reminded the Commission that the Community House is a non-profit membership organization and their membership fee is annual.

Chairman Banke asked Ms. Hassett how much time is spent on programs. Ms. Hassett stated that is Heather’s job. Ms. Hassett explained how the community recreational needs have changed over the years. Chairman Banke commented that the amount of services offered has declined in the past years and that the survey will help in making business decisions.

**Public Donation/Artwork Guidelines Update**

Chairman Banke asked what specific items that Ms. Hassett wanted to highlight. Ms. Hassett stated that the contract was drafted by the village attorney and the life cycle care fund is the big question. That would depend on the donation. The Commission and Village Board would need to decide on when upkeep is required. Chairman Banke asked what the next step would be with the Village Board. Ms. Hassett explained the components of the donations. The first step is a recommendation by the Commission. Commissioner Conboy asked if there will be guidelines to follow for artwork. Ms. Hassett stated that there are currently no guidelines. Chairman Banke explained how this request came about and what the bench would look like. The Village President asked the Commission for guidelines and where it should be installed. Commissioner Conboy wants to know who judges the project and how to decide who can have a memorial and where to put it. The Commissioners discussed the issue.

Chairman Banke stated that we have a good outline for the donation but not what the process is for the donation. The first step is what the donation is and then if that is acceptable, what is the cost component for maintaining it. Chairman Banke stated that should be in the document. Commissioner Conboy stated that the people making the donation should live in Hinsdale.

**New Business**

**Pool Report**

Ms. Hassett explained the report and how personnel staffing has been changed so the staff costs have been brought within budget. The largest revenue is admission fees and we continue to see a decrease in resident passes. Staff hopes to see additional growth in neighborly rate memberships. 10 visit passes were affected by the weather and the neighborly rate memberships. Ms. Hassett explained that staff was concerned that Clarendon Hills would extend the neighborly rate to Hinsdale residents. Clarendon Hills has stated that won’t offer the rate to Hinsdale residents. We do have an agreement that we share each other’s pools when the other community pool goes down to mechanical issues. That agreement to use each other’s pool would go away if they ever offered the neighborly rate to Hinsdale residents.

Ms. Hassett explained the hours that the Town Team uses the pool and that our members go to Clarendon Hills when there are swim meets. Ms. Hassett commented on the chart where the expenses are, the bulk of which are personnel. Unbudgeted issues this year were pump issues in the lap pool and some repairs. Capital outlay was under budget due to the swim club paying for half of the lane lines. Initial feedback from the survey comments were outdated facility, dissatisfaction with pool closures and water temperatures. Ms. Hassett stated that the concession stand has tried healthier options, but they don’t sell very well.

Ms. Hassett commented that the facility maintenance repairs were on the valves. The valves are now being exercised and the grates are covered to keep debris out. Public Services are taking a more pro-active approach. The weekly maintenance will now be done by the water plant supervisor. 2016 budget includes painting locker rooms, replacing life guard chairs, painting of the pergolas and replacement of the ADA staircase. Capital budget will include pool painting, re-grouting, pump maintenance and interior bath house painting. Commissioner Owens suggested putting a teak wood grate in the showers.

The Commissioners made comments on how we need to think about the future vision for any pool plans. Ms. Hassett stated that there have been no improvements to the pool since it was built in 1992. Ms. Hassett stated that neighboring communities also have declining membership in the past few years.

**Extension of License Agreement with Hinsdale Platform Tennis Association**

Ms. Hassett commented that the first agreement was in 2007 and it was extended in 2010 and is currently expires in March of next year. Ms. Hassett asked for a recommendation to extend the agreement until July 31, 2016. This will give staff time to evaluate costs for the walkways and other expenses. Commissioner Owens moved approval of the recommendation. Commissioner Waverley seconded and the recommendation passed unanimously.

Chairman Banke suggested that there needs to be a process in place for making requests for improvements to the paddle courts that are safety related. Ms. Hassett stated that there are 805 members, 250 are lifetime and 143 are residents, which is about 50%. Ms. Hassett stated that the members need to be charged enough to cover the maintenance that the players want.

**Landscape and Maintenance Contract Renewal Discussion**

Ms. Hassett is asking for a recommendation to renew the contract with Beary Landscaping to include some additional plantings, weed removal and some additional mowing. Public Services does still do some maintenance work in-house. Staff is recommending 32 mows for the coming year and add funds for additional mows at Brook and Veeck, shrub trimming and add additional mulch at some areas. Additional increase would be $14,792. Commissioners agreed to the extras that Ms. Hassett recommended. Commissioner Owens moved approval of the recommendation to increase funds and renew the contract with Beary Landscaping for 2016/17. Commissioner Baker seconded and the recommendation passed unanimously. The recommendation will be brought to the board.

**Community Pool Concession Stand Contract Renewal Discussion**

Ms. Hassett stated that since 2009 the Village and concessionaire are on an aggregate rate so the recommendation is to keep the contract amount the same. Commissioner Conboy moved approval to renew the Concession Stand Contract for 2016/17 at a cost of $8,200. Commissioner Baker seconded and the motion passed unanimously.

**Adjournment**

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

Respectfully submitted,

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Linda Copp, Secretary