

**VILLAGE OF HINSDALE
MINUTES
PARK AND RECREATION COMMISSION
Monday, December 19, 2011 7:00 PM
Memorial Hall Board Room**

Chairman Kluchenek called the meeting of the Park and Recreation Commission to Order at 7:04 p.m. at the Memorial Hall board room.

Members Present: Chairman Matt Kluchenek, Commissioners Banke, Dougherty, Griffin, Otto and Owens

Members Absent: Commissioners McCarthy, Mulligan and Opler

Others Present: Trustee Chris Elder; Charlie and John Banke

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

Commissioner Dougherty moved approval of the November 14, 2011 Park and Recreation Commission meeting minutes with one correction. Commissioner Owens seconded and the motion passed unanimously.

Monthly Reports

December Expense Reports

Ms. Hassett commented on the Polar Express and Santa Breakfast. Staff is waiting for cold weather for the ice rink to be installed at Burns Field. Veeck Park project is completed until the spring. The next big project will be the 5K race in April.

The interview process has begun for the KLM reservationist position and three will be asked for a second interview.

Ms. Hassett discussed the preliminary budget and the Lodge is the one that is under budget. Commissioner Dougherty asked about the low field fees to date. Ms. Hassett stated that AYSO payment usually comes in the spring. The rentals are down at Veeck because of the fields not being available. Paddle memberships are on target even with the sale of lifetime memberships. The lifetime memberships are \$140,000 but that does not cover the cost of the project. Chairman Kluchenek asked about the donations and how much they were. Ms. Hassett explained what the levels of donations were and will give further information next month.

John and Charlie Banke presented a check from the skate park concession revenues of \$750. John thanked the Commissioners for the opportunity to raise the money for the skate park. He stated that many people were very supportive of the effort and some just gave donations without buying any concessions.

Park & Recreation Commission Follow Up Items

Sport Summit Draft Agenda

Ms. Hassett explained the draft agenda for the Sports Summit and she explained what organizations would probably attend. A date needs to be selected for the Summit. Chairman Kluchenek asked the other Commissioners if the January meeting should include the Sports Summit. If two members participate, the others can just listen. Commissioner Banke is interested in participating and he gave his opinion of what the Sports Summit should be. Ms. Hassett stated that the fee structure is set by the board, so that would not be discussed. It would be educational to the other organizations and the Commissioners.

Commissioner Banke thinks that all Commissioners should attend and that it should be a regular meeting. Chairman Kluchenek also believes that it should be a regular meeting and would like it to be after the regular January Parks and Rec meeting. The needs of the organizations will be met and Ms. Hassett will check on the discussion aspect. If it is an official meeting, minutes would need to be taken. Commissioner Banke asked if questions can be prepared ahead of time for the organizations so Commissioners know what they are concerned about. They are helpful to know on the field allocation emphasis.

Commissioner Owens asked Ms. Hassett to invite the swim clubs as well if perhaps they have any issues. Commissioner Otto also wants the organizations to be asked how their needs have changed and emphasize the field fees that are collected and how much it costs to run the fields. He stated that the weather policy needs to be stressed and that teams have used the fields even when they are closed. They need to be educated and this is why they are paying field fees. Ms. Hassett will have that information ahead of time.

Commissioner Banke wants the organizations to have an idea how much it costs to run the parks. Residents don't realize the cost involved with maintaining the parks and the pool. Chairman Kluchenek asked if the consensus would be to combine the sports summit with the January meeting. Ms. Hassett is suggesting the meeting on January 23 since the regular meeting date would be Martin Luther King Day. Ms. Hassett will check availability and perhaps have the meeting at KLM. The regular meeting would be at 6:30 and then the sports summit would be at 7:00 pm.

Chairman Kluchenek will defer to Ms. Hassett who should be included. Commissioner Dougherty asked if the high school should be there. Ms. Hassett stated that the grounds director would be invited along with the school principals. Ms. Hassett will try to get an agenda by next week.

Hinsdale Tennis Association Agreement

Ms. Hassett explained that the agreement with Tom Lockhart is similar to the Mary Doten agreement. Tom has asked for the amount to be the same amount of \$7500 since his participation numbers are down. People are generally happy with the program. We don't have registration numbers but can ask for them for the future. There is no way to verify the numbers because he doesn't have software with that information. Commissioner Otto

moved to keep the fee at \$7500 for 2012 and Commissioner Dougherty seconded the motion with the stipulation that Mr. Lockhart will need to provide registration numbers at the end of the 2012 season. The motion passed unanimously. Commissioner Dougherty asked about the indemnification clause in the agreement and if it can be changed. Ms. Hassett stated that this is a long standing agreement and that the village will have a new law firm after Jan. 1st.

New Business

Add Service with Design Perspectives

Ms. Hassett explained the services that would be needed for the OSLAD grant. Design Perspectives is requesting \$24,500 for their services. The project could be done within budget including the professional services and includes the lighting in the north shelter. Design Perspectives would bring in the bidders and trade services and stated that sometimes the bidding process is waived.

Ms. Hassett stated that this would be the final phase of the grant process. Commissioner Dougherty asked what the bid process would be. Ms. Hassett explained the process and stated that there is a firm that came by to lay out the disk golf course. It might be able to be an 18 hole course if staff does the labor.

Trustee Elder asked about the contractor bid and if it includes the fees. Ms. Hassett explained that there would be some professional services that still would need to be paid. A general contractor or landscape architects would need to be hired. Commissioner Banke wanted to know if there was a guarantee with the work and a time frame. Ms. Hassett explained that the contractors all have to follow the guidelines in the Village contracts and all the paperwork and contracts done for the grant have guidelines to follow as well.

Commissioner Banke moved approval of the request. Commissioner Owens seconded and the motion passed unanimously.

Community Pool Report

Ms. Hassett explained the report. Ms. Hassett will be discussing the agreement with Hinsdale Swim Club which will be expiring. Ms. Hassett stated that there is no reason to increase pool membership fees, but believes the non-resident fees should be lower. The 10 visit offers a big discount for the non-residents or those that are unsure of their usage. Ms. Hassett stated that the rates must be discussed at the January meeting since pool memberships go on sale in February.

Adjournment

Since there was no further business to come before the Commission, Commissioner Owens moved to adjourn. Commissioner Otto seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission meeting was declared adjourned at 7:50 p.m.

Respectfully submitted,

Linda Copp, Secretary