

**VILLAGE OF HINSDALE
MEETING OF THE
PARKS AND RECREATION COMMISSION**

Tuesday, October 11, 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 Baker, George, Conboy, Keane and Waverley

Members Absent: Boy scouts from Troop 8 Covenant Church and parents
Joe Craig, Troop leader

Staff Present: Heather Bereckis, Interim Manager of Parks and Recreation
Linda Copp, Administrative Assistant
Suzanne Ostrovsky, Management Analyst
Brad Bloom, Assistant Village Manager
Hilary Poshak, KLM Lodge Manager

Approval of Minutes

Commissioner George moved approval of the September 13, 2016 Park and Recreation Commission meeting minutes. Commissioner Conboy seconded and the motion passed unanimously.

Mr. Joe Craig from Boy Scout Troop 8 from Covenant Church gave a background on the troop. They are working on a merit badge for Citizenship in the Community. The scouts are to take notes on a controversial issue or concern. Mr. Craig talked about the picnic shelters at KLM and how the fees have increased over the past few years. They are now using the facility in Clarendon Hills and there is no fee. Chairman Banke stated that the costs are of great interest and this allows open discussion for the issue. Chairman Banke opened up the topic to the Commission for discussion.

Ms. Bereckis stated that the south shelter is \$150 and the north is \$100 per day for residents. The Board did approve the increase of the fees. The fees were based on surrounding communities. Chairman Banke explained that the Commission does not have permission to reduce the fees. Chairman Banke asked to have a decision for waiving of fees from the Board on the next agenda. Mr. Craig asked if the shelters are filled every weekend. Ms. Bereckis stated that they are filled every weekend from May through October.

Steve Wareham asked if there could be a program where credit could be applied by doing volunteer work. Chairman Banke stated that this will be something to be explored.

Gateway Special Recreation Association Report

Ms. Bereckis commented on the packet. Gateway is still working on the website, fall registration has started and programs are trending up. Agency demographics show Hinsdale has second highest usage and Elmhurst is the highest.

Recreation Staff Report

Ms. Bereckis presented the staff report. Platform tennis fees were increased this year to handle Mary Doten contract for court management. Riley Green performed all of the annual maintenance. Carpeting will be replaced later this month in the hut. The walkways should be done by the end of the month. Commissioner Waverley stated that it is still difficult to access the walkways and

suggested putting down some straw. Ms. Bereckis stated that there has been increased trash due to the construction and Mary Doten does communicate with staff regarding issues.

Ms. Bereckis explained the financial report. KLM revenue is down and staff is working diligently to improve revenue. Capital improvements include the back patio and staff hopes to have this completed by mid-November. The pool revenue increased 9%. The largest contributor was the daily fees. Expenses overall were down, excluding capital expenses. End of year will be presented at the next meeting. Chairman Banke asked Ms. Bereckis to look to see if there are pass purchase opportunities that should be eliminated. Commissioner George asked the scouts what they liked about the pool. Most liked the slide. Chairman Banke asked if they go to another pool. Most like going to pools with water slides. They thought another slide would be better than diving boards. Commissioner Waverley asked how many had a pool pass, about half had a membership vs. paid.

Most went because their friends were there, not because of the temperature. Several scouts also mentioned that another slide would bring more people there. Most used snapchat to send out when they are going to the pool. Ms. Bereckis explained that the Parks and Rec department does have Twitter, Facebook and Instagram accounts. The boys suggested ideas of how to utilize the pool more. One mom stated that it would help to know when there are special events going on at the pool or the parks.

Staff is finalized the Fall Festival on Oct. 22nd and are working on Holiday Express for Sunday, Dec. 4th and Breakfast with Santa on Dec. 3rd. Staff is currently working on Winter/Spring brochure to be sent out on Dec. 5th. Robbins and Stough tennis courts are in process. Robbins will be dual striped on one court for pickle ball. AYSO and football will all end up in the next couple of weeks.

Commissioner Conboy asked about the issue with the amount of toilets for the cross country meet. The high school brings more units in and the meet in August went fine. Ms. Bereckis stated that public services does come in and clean them before the meet. Commissioner Waverley stated how difficult it is to bring in the runners because there is so much traffic. Mr. Bloom will contact the police about the traffic control for those events. Ms. Bereckis stated that we have a schedule of the meets so the police do know when they are.

Recreation Financial Report

Ms. Bereckis stated that the field and picnic rentals have increased. Veeck and KLM are popular for field space. Picnic shelters increased 43% and some of it is demand and some the increase in fees. Chairman Banke asked if there is a demand for another shelter at KLM. Ms. Bereckis stated there is no location for another shelter at KLM. She also stated that Robbins is a highly requested park for adding a shelter, but it would interfere with the sports there.

Operating expenses are down 41% due to a part time opening in personnel for parks. General Interest increased 40%, athletic program decreased because of so many offerings in the area. The Community House revenue is also down. We are doing more cooperative programs with the Community House. Early Childhood programming is down 13% because some programs were not offered in the summer. Expenses are also down.

KLM rental is down \$49,000 and staff is working to address that. Expenses are down as well. Pool revenue increased, but resident pass sales decreased. Misc. pool revenue is down but all payments have not come in. Operating expenses were down 1%. There were videos posted this year on the website.

Old Business

Update on Art Donation Process

Chairman Banke explained that the donation has passed the first read at the board. It should be approved at the board meeting next week and once approved the cement can be poured and installed by Nov. 1st.

Capital projects

KLM platform tennis classes begin in two weeks, 2/3 of deck has been done. They are currently waiting for carriage bolts for the railings. The East staircase will begin next week.

Robbins and Stough tennis courts will be about 2 weeks. Seal and painting will begin weather permitting. Ms. Bereckis stated that the KLM patio project will begin once vendor insurance information is received and hope to be done by the beginning of November. There will be stone added to make it bigger. Ms. Poshak stated that this will make it easier to put up a tent.

New Business

Ice Rink Discussion

Ms. Bereckis commented on the replacement of the liner. The liner will cost about \$3,600. Commissioner Baker asked if the liner has to be replaced every year. Ms. Bereckis stated that it generally does have to be replaced every year because it gets damaged. She stated how the rink will be installed. The proposed position is where it used to be and will affect how long it takes to freeze.

Chairman Banke commented about suggestions from residents regarding moving the location closer to the warming house and if some picnic benches could be brought over. Chairman Banke also suggested serving snacks in the warming house. Commissioner Keane stated that the speed of the freezing is the most important factor. Ms. Bereckis stated that public services likes to have the location set up by Thanksgiving and once the weather is cold enough it can be filled. The Commission recommends having the rink put in the same location as last year. Commissioner Conboy made motion to have the location remain the same as last year. Commissioner Baker seconded. The motion passed unanimously.

Ms. Bereckis stated that adding staff for the warming house could be budgeted for next year. The warming house is open from after school until 8 pm. The police will close it on the weekdays and they open and close it on the weekends. Commissioner Waverley asked if it could be run by college kids. Ms. Bereckis stated that a 3rd party vendor would be a good option if we are going to sell any food because of the cash issue. The Commission talked about the things that could be offered for a nominal fee. Ms. Bereckis stated that there might be some old attendance records for the warming house. She stated that it is difficult to staff because of the various hours and times the rink could be closed due to the weather. Ms. Bereckis stated that 10 – 15 tables can be moved from Burlington Park to Burns. The Commissioners would like more discussion in the spring to discuss for the future.

Other Business

KLM Lodge Report

Ms. Bereckis highlighted the report. The chart compares the competitors that are closest. KLM offers a lot but cannot compete with some of the competition. There can be 150 on the first floor and 100 on second. There is a base charge and then additional charges for other services. The main consideration is raising the base fee by \$300 for the weekends and eliminate the fire place fee and outside ceremony fee. This would be more accommodating when trying to sell the lodge. The proposed rates would begin in 2017.

Ms. Bereckis stated that there is currently a \$250 fee for tents. Ms. Poshak stated she thought there would be about a quarter of the events that might use a tent. Chairman Banke suggested that

the fees should be as simple as possible. Ms. Bereckis stated those three items should be incorporated into the fee. Coffee service is used by clients that don't have a caterer so it makes sense to keep that fee. Chairman Banke asked what the hourly cost is. Ms. Poshak stated there is the event host fee and the cleaning company fixed cost. Commissioner Waverley asked about small groups being able to rent at a discount. Ms. Poshak stated staff can work with a client if it is a short turn around time when the lodge is available. Currently the shortest rental amount is 5 hours, which is one hour of setup, three hours of rental and one hour of cleanup.

There was discussion among the Commission regarding the number of people that the lodge can accommodate. Ms. Poshak commented that weekday events can be too expensive if it is a short time out. Mr. Bloom asked how many days of the month it is rented. Ms. Poshak says it depends on the month. Ms. Bereckis stated that a preferred caterer list is common to all vendors, but most charge by percentage instead of a fixed amount. Ms. Poshak stated that the vendors that charge a percentage have made a lot more money in catering. Ms. Poshak believes she needs more time to have an opinion on the best route to go with the caterers. There are companies that provide wait staff service for drop off catering and they can pay a single day license fee.

Chairman Banke suggested having a flat fee that included a rehearsal time in addition to ala-carte to make it easier if there are not a lot of extras. Ms. Poshak stated that the problem would be giving up a Friday night for a one hour rehearsal time when that could be used for a rental.

The fees will be added to the next agenda for further consideration. Chairman Banke suggested having a meeting at the lodge within the next few months. Commissioner Conboy asked if Hillary could get some marketing materials from the competition.

Next meeting date

There will be no November meeting so the next meeting will be Monday, December 5th

Adjournment

Since there was no further business to come before the Commission, Commissioner George moved to adjourn. Commissioner Waverley seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission was declared adjourned at 8:28 p.m.

Respectfully submitted,

Linda Copp, Administrative Assistant