

**VILLAGE OF HINSDALE  
MINUTES  
PARK AND RECREATION COMMISSION  
Monday, July 25, 2011 7:00 PM  
Memorial Hall Board Room**

Chairman Kluchenek called the meeting of the Park and Recreation Commission to Order at 7: 06 p.m. at the Memorial Hall board room.

**Members Present:** Chairman Matt Kluchenek, Commissioners Scott Banke, MaryBeth Dougherty, Diane Griffin, Ed McCarthy, William Otto (arrived late) and Susan Owens

**Members Absent:** Commissioner Kathleen Mulligan and Ed Opler

**Others Present:** Trustee Doug Geoga & Trustee Chris Elder

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

Commissioner Banke moved approval of the June 20, 2011 Park and Recreation Commission meeting minutes. Commissioner Dougherty seconded and the motion passed unanimously.

Ms. Hassett welcomed the two new Commissioners and thanked former members for their service.

**Monthly Reports**

June 2011 Revenue/Expense Reports

Ms. Hassett presented the report for June. There are still items to be posted and pool expenses will go through August. Some capital improvements will be going out to bid. The pool pump house will be used from capital improvements from the custom hair lint strainers.

Chairman Kluchenek asked if there were any items that should be a concern. Most of the pool revenue is already done except for the 10 visit passes will continue to come in. Expenses will continue to occur all year but the core of the revenue is already in.

Recreation Program Report

Ms. Hassett stated that additional summer workers were hired for two months from state funds. The village received \$42,000 for eight workers. Most have been allocated to public works and two are at the pool. The state fully reimbursed the amount.

Ms. Hassett reported about the July 4<sup>th</sup> parade and the incident that occurred. She shared the revenue and the history of the carnival aspect.

Commissioner Banke updated that the skate park group attended the Jr. baseball champions and raised \$120 from concessions. They will also participate in the fall ball program. Mr. Banke's son John thanks ACA for the opportunity. Commissioner Banke stated that the lessons are popular and a few had to be turned away for the lessons.

Friday is Party in the Park at Robbins. We will provide moon jumps, entertainment and a hot dog dinner for the event. The cost is split with the Community House.

Fall brochure is at the designer and is scheduled for delivery the first week of Sept. and will be in the Hinsdalean on September 1<sup>st</sup>.

Ms. Hassett shared the pool report. There have been power outages at the pool and the server was down for a few days in July. We took Clarendon Hills pools members when they lost power. Hinsdale Swim Club was at our pool a weekend in July and Clarendon Hills took over 300 people per day during the weekend when Hinsdale pool was closed for the swim meet. The Hinsdale Swim Team is finished for the season. The pool is open an extra week and will close on Labor Day.

Commissioner Banke asked about the tree debris in the parks. Ms. Hassett stated that Public Services hope to start on the parks this week. They have been focusing on the residents.

Ms. Hassett reported that the IL Epa permit was for water into the storm sewers. The water is now being diverted to sewers so the IL EPA permit will no longer be needed. She reported that Star Guard certification was rated a four star review, and last year it was a three star review. They did a deep water spinal with a lifeguard and the staff is doing a great job. We have had 11 rescues this year, all with no injuries.

Chairman Kluchenek asked Ms. Hassett about calls for updates at the parks. Commissioner Dougherty stated that she does not believe anyone cares about that information. Ms. Hassett stated that she continues to have calls regarding the dirt removal at Veeck. The calls are usually related to someone's personal agenda, such as the lap swimmers at the pool.

Ms. Hassett stated that new lights are in the 10 year plan for Falcon Football at Burns Field. They don't have the funds for new ones and perhaps could do a 50/50 option to upgrade with the existing poles.

Commissioner Otto stated that he believes a light expert stated it would fiscally irresponsible to just upgrade them. Commissioner Otto asked if they could move around the field and not always rip up the same grass area.

Ms. Hassett reported that there was vandalism at Burns and she might have the FOB system installed for the warming house at Burns.

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

### Veeck Park Update

Ms. Hassett stated that the Veeck Park dirt removal was due to start but because of the projected rain has once again been postponed. She explained that the trucks will be going through the west side of the park and someone has to be out there to count the trucks and be sure that they remain on the path. Once the project starts, there will be a better idea of the damage to the park.

Commissioner Otto stated that he understands that the field needs to be dry and that it was supposed to rain Wednesday – Friday. Ms. Hassett stated that the downed trees have slowed down public services.

### KLM and Shelter Update

Ms. Hassett stated that the Lodge is in the busy season and Dena Reetz is working on additional ways to promote the Lodge. Chairman Kluchenek asked who the target market focus is. Ms. Hassett stated that the focus is other communities rather than locally for larger events.

Ms. Hassett shared the shelter update and stated that a firm will be hired for the other projects at KLM. She explained the project funding to the Commissioners.

Commissioner Griffin asked about the strict rules for alcohol. Ms. Hassett stated that there are strict insurance rules and stated that the tent has to be attached to the lodge in order for liquor to be outside.

### Platform Tennis Court Project

Ms. Hassett stated the platform tennis courts project is underway. It has been difficult because there is no site plan. Any expenses will be reimbursed by HPTA. The electrical meter has been moved and the panel has to be undated. Wingren Landscaping is donating materials and time and they will have additional expenses for the landscaping issues. Construction is scheduled to start August 9<sup>th</sup>.

The lifetime memberships only cover the cost of the courts. Chairman Kluchenek asked what the plan is for the additional costs. Ms. Hassett stated that the board approved the project with the understanding that HPTA will need to repay the village for all expenses. It is important to be charged back to HPTA when other projects in the parks have had to be removed from the budget.

### Sponsorship/Co-operative Partnering

Commissioner McCarthy stated that he still needs to talk to some organizations regarding sponsorships. Ms. Hassett stated that there are hurdles and that there could be expenses that an organization isn't aware of. Commissioner McCarthy commented on the parks maintenance line item and asked if Wingren is getting paid for anything that is being done at KLM.

Ms. Hassett stated that Wingren is doing labor but not material. Commissioner Banke commented about an architect for the skate park that he had a discussion with. He asked

about the process in getting OSLAD funds for a new skate park. Ms. Hassett stated that a project of that type has a lot of risk. Programs are ranked according to merit of the project. The grant is free to submit, but there could be a consultant fee. The Board would want to know if it was in a 10 year capital plan.

Ms. Hassett stated that there are more important projects like the condition of the roads at the parks. Commissioner Banke wanted to know if the village would care about submission of an OSLAD grant application and would there be any issues with the Board. Ms. Hassett stated that there is more than one component involved at a park to be submitted.

### Financial Assistance Policy

Ms. Hassett stated that there have been a few requests for financial assistance. The majority of the programs are contractual, so they can't be given assistance. Staff does not have the authority to give away pool passes or classes.

Chairman Kluchenek asked if other villages have a policy. Ms. Hassett stated that most other villages do have a policy. Commissioner Dougherty and Commissioner Mulligan were going to work on adopting a policy. Trustee Geoga stated that there would be few enough requests that it could be left to the discretion of the Village Manager.

Ms. Hassett stated that some type of proof of financial assistance would need to be shown. Commissioner Owens asked if anything is publicized about the need or if they have asked on their own. Chairman Kluchenek asked Ms. Hassett to report who financial assistance is given to on a quarterly basis.

### **New Business**

#### July 4<sup>th</sup> Recap

Ms. Hassett reported that it costs just under \$13000 for the event. Chairman Kluchenek and Commissioner Owens both stated that they were surprised that we pay groups to participate. Chairman Kluchenek asked how it is determined who comes and how much they get paid. Ms. Hassett explained that there are expenses involved for the bands to participate and many use this as a fundraiser. Chairman Kluchenek mentioned that it is disappointing that the event loses money. Ms. Hassett stated that the groups will not come if they are not paid. The parade won't be what it is without the paid groups. The residents would be upset without maintaining the high quality. Chairman Kluchenek would like to know what the other villages do. Ms. Hassett stated the other villages' parades are now very short because of the loss of many paid groups.

Commissioner McCarthy stated that it is such a big event that perhaps more publication could be done stating the expenses involved. Ms. Hassett commented on the businesses that pay to be in the parade. Trustee Elder commented that he also was surprised that we paid participants to be in the parade.

Ms. Hassett stated that this is the largest fund raiser for Community Services. She suggested that perhaps a letter to the editor would explain the expenses and the need for the donations.

Ms. Hassett stated that the special events have been able to build relationships with the community and have given people more trust in the department. There has been some talk with Burr Ridge and Oak Brook to combine some events.

Commissioner Griffin commented that the parade has become better in the last few years. The Commissioners commented that it is a valuable asset to the community. Commissioner Owens stated that it is valuable asset and might have to be reflected as a valuable expense. Commissioner McCarthy suggested having the schools buy the parade route. Commissioner Banke stated that the businesses would also receive revenue because of the parade. Ms. Hassett stated that next year there could be more attendance because the holiday will be mid-week. Ms. Hassett stated that the parade expectations are the same as the ice rink. The residents expect to have the ice rink too and there are expenses associated with that.

#### Platform Tennis Group & Private Lessons Agreement

Ms. Hassett provided a summary of the arrangement with Mary Doten. She stated that the percentage with other organizations is generally a 80/20 split. Ms. Doten has been teaching and organizing the lessons at the platform tennis courts and her arrangement is 90/10. Ms. Doten submits payment for private lessons. To guarantee revenue with Hinsdale Tennis Association, a flat rate was established.

Ms. Hassett stated that when she approached Ms. Doten she suggested a 2.5% increase. Ms. Doten said the program could not bear that increase. What is unique about the platform tennis classes is that they are full at 4 and the class won't run with 2. We make about \$3800 on the paddle lessons. Ms. Doten has suggested a Lease Agreement with the village. Ms. Doten organizes the leagues for HPTA but none of that money comes to the village.

HPTA has given Ms. Doten a lot of leeway with the courts. In order to play in the women's league series, you have to take lessons from Mary and she controls the court time. Ms. Hassett stated that there are women that don't need to take lessons.

Chairman Kluchenek asked why Ms. Doten should be treated any different than the 80/20 split that others pay in the exhibit provided. Commissioner Dougherty asked if a participant dropped from a group lessons to a private group if we got the revenue. Ms. Hassett doesn't know for sure. Commissioner Otto asked how this is different with baseball and the use of the fields and how much control should staff have. Ms. Hassett explained that the court times are all booked through the reservation system. Commissioner Otto stated that since these are village facilities, the question should be how much control staff should have.

HPTA has in their agreement that any player in the leagues is required to purchase a membership. Commissioner Otto states that it needs to be consistent for everyone. Commissioner McCarthy stated that this sport is different and that Mary Doten is an incredible asset. He stated that we need to decide what the benefit of the program is.

Commissioner Otto stated that he has a problem with a non-village employee having such control over the sport. Ms. Hassett stated that if no agreement is reached, she would hire

someone else to teach the lessons. The Commission discussed the options and the dedication to the sport.

Chairman Kluchenek asked if anyone was in favor of less than 20%. Commissioner McCarthy stated that this is a highly unique situation and Ms. Doten has added much to the paddle group and has brought a lot of revenue to the village. Commissioner Otto stated that we need to talk to Mary and ask about compromises with the league woman. Chairman Kluchenek asked if the Commission could agree to 15% the first year and 20% for the next year.

Chairman Kluchenek asked for a recommendation from the Commission for a motion. Commissioner Dougherty asked if the lesson participants were down. Ms. Hassett stated that they have not been. Ms. Hassett stated that Mary does spend a lot of time setting up the lessons.

Commissioner Otto moved to offer Ms. Doten to 80/20 or \$3800 flat fee per year with a 3% increase each year. Commissioner Dougherty seconded the motion. Commissioner McCarthy wanted to amend the motion to say 85/15 for this current year and 80/20 next year or a \$3800 flat fee. The Agreement will be revisited every two years.

Chairman Kluchenek asked about the \$3800 figure and stated that would not be 15%. The new motion is 85/15 or flat fee of \$5700. Commissioner Otto moved the motion for a one year contract at 85/15 or a fixed fee of \$5700. Commissioner Banke seconded the motion and the Commission voted unanimously. The recommendation will be brought to ACA.

Commissioner Owens asked what the arrangement is for the sports teams that use Hinsdale fields. Ms. Hassett explained the arrangements of each of the teams.

### **Correspondence**

None

### **Liaison Reports**

#### ACA

Ms. Hassett stated that some times Commissioners have attended. Since two trustees were present, no Commissioners will need to go to the next meeting.

#### Gateway SRA

Ms. Hassett is the new president. Gateway is trying to do better practices, especially for financial assistance. Program fees are being evaluated and hopefully there will be a better non-resident fee. She elaborated on the program and the special rec tax that pays for the programs for the new Commissioners.

### **Adjournment**

Since there was no further business to come before the Commission, Commissioner

Dougherty moved to adjourn. Commissioner Griffin seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission meeting was declared adjourned at 9:09 p.m.

Respectfully submitted,

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Linda Copp, Secretary