



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**MINUTES
RECREATION COMMITTEE MEETING
September 9, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation Committee was held on September 9, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Rep Dressler, Koltz, Wittkamp, Chairman McGinn

Absent: Comm Rep Kaplan, Neel

Also Present: Executive Director Bostrom, Deputy Director / A&F Director Talsma, Rec / Facilities Director Kies

Audience: President Bickham, Commissioners K. Evans, Greenberg, Kilbridge, Superintendent Rec Chesak, Superintendent C&M Manisco, Boy Scout Ben Rotkowski, family and friends

2. Agenda:

Commissioner R. Evans made a motion, seconded by Comm Rep Dressler to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Comm Rep Dressler made a motion, seconded by Comm Rep Wittkamp to approve the minutes of the July 8, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Eagle Scout Project presentation (Vogelei garden beds)/M1-104:

Superintendent Chesak introduced Ben Rotkowski, a Boy Scout who attends Fremd High School.

Ben reviewed his project and presented his presentation showing how he built three garden beds at Vogelei. Superintendent Chesak noted that the beds would be planted by the teen center with input from the Garden Club.

Chairman McGinn noted that his wife had experience with this type of project and would be happy to provide any additional information.

Comm Rep Wittkamp complimented Ben on his great project and that it was something hand built.

Comm Rep Dressler asked if the district worked with other Scouts for Eagle Projects and Executive Director Bostrom explained that the district was always willing to work with the Scouts and had done several projects in the past. He also said they could contact the district and would be assigned to the most appropriate division for the project (Recreation, Maintenance, Planning and Development).

B. BPC F&B Manager positions/M14-102:

Executive Director Bostrom reviewed the issue explaining that with the resignation of the F&B Manager Kovac the district had the opportunity to restructure the position and offer it as 2 positions that could share the need to be present for all the evening and weekend events. He also explained that the position(s) would go through the budget process for 2015.

Commissioner R. Evans asked about the turnover for the position and Executive Director Bostrom noted that by distributing the evening and weekend hours between 2 staff instead of just 1, it would help to cut the turnover rate.

Commissioner R. Evans asked about the salary and if there were incentives to the position. Executive Director Bostrom explained that it was an issue discussed with GM of Golf Bechtold and the feeling was

that the increase to the salaried positions was sufficient and did not require additional incentives.

Commissioner R. Evans asked if the position was competitive and Executive Director Bostrom noted that many park districts did not have a facility similar to our clubhouse and therefore, not the position for comparison. He also noted that he anticipated the majority of candidates for the position would most likely be newly entering into the field and the position would provide a good place for them to advance their career.

Comm Rep Dressler asked if it was a 5-day a week position with flex hours and Executive Director Bostrom explained that in reality, during the season it could be 6 or 7 long days but that often in the off season, the work week was closer to 30 hours.

President Bickham noted that the past F&B Manager was also a Celebrant that offered those services for weddings and would the district be replacing that service. Executive Director Bostrom explained that the new jobs would not require that qualification, however, BPC would have information on available Celebrants that the couples could contact to perform their ceremonies as they had done in the past. President Bickham also asked about the positions that filled in for the bar tenders and Executive Director Bostrom explained that the bar tenders were hourly staff and having the 2 new positions able to cover the bar on slow days or when there would only be a single event would help keep costs down.

Commissioner Greenberg asked about building the lunch business and Executive Director Bostrom explained that the facility simply had a poor location too far from any main road but it could be encouraged.

Chairman McGinn suggested cross marketing with the 50+ group. Comm Rep Koltz asked if they worked with the hospital and Executive Director Bostrom noted that they did have a relationship with the hospital, however, lunch was not one of them.

Commissioner R. Evans made a motion, seconded by Comm Rep Koltz to recommend the board approve replacing the F&B Manager position with a Banquet & Bar Manager and Assistant Banquet & Bar Manager position as outline in M14-102. The motion carried by voice vote.

C. Definition of lakes (permissible watercraft/ Policy 9.3.14b) / M14-103:

Director Kies reviewed the item noting that the district felt the need to define what lakes would allow the kayaks, stand up paddles and paddleboats.

Comm Rep Dressler asked if there would be signage at the lakes identifying them and noting that they could not leave boats overnight. Director Kies explained that the information would be available in the paperwork they would receive when their watercraft was permitted by the park district.

Executive Director Bostrom noted that staff was reviewing all the signage throughout the parks.

Comm Rep Wittkamp asked how deep the lakes were and Executive Director Bostrom noted that they were a minimum of 9-10 feet deep.

Commissioner K. Evans asked about entering the lakes and Executive Director Bostrom noted that an entry point was provided for all 4 of the lakes approved.

Discussion continued with regard to participants being able to identify which lakes were acceptable for the activity and Executive Director Bostrom suggested signage reading, "Boating on this lake by permit only", to help identify the lakes noting that the paperwork that accompanied the permit would explain the policy in full.

Comm Rep Wittkamp asked if the participants could pay to use the paddle boats used in class and it was noted that they could.

Commissioner Greenberg asked about the conflict between the policy and class with regard to capsizing the boats and it was noted that capsizing during supervised classes was permitted.

Commissioner K. Evans asked about life jackets and it was noted that they had to be in the craft; one per person.

Comm Rep Wittkamp made a motion, seconded by Comm Rep Dressler to recommend the board approve the change to Policy 9.3.14b to include designated lakes High Point, South Ridge, Westbury and Chestnut as outlined in M14-103. The motion carried by voice vote.

D. Recreation, Facilities & Golf Report/M14-101:

Superintendent of C&M Manisco gave a presentation that overviewed the district's social media activities offering more involvement with participants than in the past. Executive Director Bostrom explained that they were also working with Director Buczkowski to provide a "portal to the parks" to offer engaging information on park activities.

Commissioner K. Evans asked about the "push" App noting that when you opened the screen the notice disappeared. Superintendent Manisco noted that they were offering a fix in the near future for that issue. President Bickham noted that the content offered was great.

Director Kies reviewed the Rec report noting that

- Uncorked and Untapped was September 19, 2014
- Scarecrow Festival was September 20, 2014
- Wild Flower Seed Collection was September 27, 2014

Chairman McGinn said he liked the SWOT analysis for PIP. Comm Rep Koltz asked about fall ball and Director Kies explained it was running.

Comm Rep Koltz asked about golf and the decreasing numbers and Executive Director Bostrom noted that this year BPC had started off poorly but had made up some of the loss over the summer. He also explained that some park district courses did not budget for March or April play because of the weather and any participation was a benefit.

Comm Rep Koltz asked about the Ash Borer issue in the parks and Executive Director Bostrom noted that the parks department had taken down a significant number of trees and that reports were given to the B&G Committee monthly. He also noted that the district had seen a good amount of storm damage from last Friday that they were cleaning up.

Comm Rep Wittkamp made a motion, seconded by Comm Rep Koltz to send the Recreation, Facilities and Golf Report M14-101 to the board. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Dressler said she was looking forward to taking her first track walk as 50+ after the meeting.

Comm Rep Koltz noted that residents in his area appreciated still having the port-a-potties in the park areas. Executive Director Bostrom noted

that the enclosures made it easier to leave the items as they were not such an eye-sore.

Commissioner R. Evans noted that after SFAC had closed last year, the board had been visited by a group of pass holders with concerns and did staff anticipate any issues this year. Director Kies noted that since they had been able to open sooner and close later, he had not heard of any concerns and did not anticipate any.

Chairman McGinn reminded everyone again about the Uncorked and Untapped Foundation Event on 9/19 and the Scarecrow Festival on 9/20.

8. Adjournment:

Commissioner R. Evans made a motion, seconded by Comm Rep Wittkamp to adjourn the meeting at 8:30 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary