



**HOMEWOOD-FLOSSMOOR PARK DISTRICT**  
Committee Meeting of the Board of Park Commissioners  
Goldberg Administration Center  
3301 Flossmoor Road, Flossmoor, IL 60422

**Minutes of April 2, 2024**

The Committee Meeting of the Board of Park Commissioners was called to order at 7:00 p.m. by President Bachus. Commissioners Coderre, Dennison, Johnson, Ojode and Bachus were present. Also present were Executive Director Doug Boehm, Superintendent of Finance & Administration Karen Garrity, Superintendent of Recreation Mike Gianatasio, Superintendent of Parks & Planning Patrick McAneney, Irwin Center and The Clubhouse Manager Oralethea Davenport, *H-F Chronicle* Reporter Marilyn Thomas and Secretary Anne Brabec.

**CHANGE IN AGENDA** – None

**COMMENTS FROM VISITORS** – None

**DISCUSSION TOPICS**

a. The Clubhouse at Dolphin Lake Rental Fees

Manager Davenport outlined proposed Clubhouse rental fee increases effective June 1, 2024. After researching fees at area facilities, it was determined Clubhouse fees could be raised to help counter rising expenses and still have competitive or lower rates than other locations. Anyone booking prior to June 1 will receive the current rates, and no changes will be made to already paid reservations. The facility will continue to be one rate for all; while Irwin will continue to offer both a resident and non-resident rate. Package prices will increase accordingly based upon the hourly fee increase. Interest in the Clubhouse is high, in part because of the whole experience provided by the staff and facility. Dates are now booking into 2025, with almost all 2024 weekends fully booked.

Director Boehm acknowledged the exceptional work done by Manager Davenport and Superintendent Gianatasio in making the transition so smooth and successful when they stepped up to take over The Clubhouse due to the resignation of the previous manager.

b. Master Plan

Executive Director Boehm indicated that it is time for the park district to update its Master Plan, which was last done in 2012. A Needs Assessment was done by Pros Consulting in 2019.

Commissioners were in favor of hiring a consulting firm to help develop a new Master Plan that would become the basis for upcoming goals and a guided driving force for gauging progress. It would help with day-to-day operations, to know what is important to the community, and to show where the park district should invest its time, money and resources. It is important that the plan have an implementation strategy for the park district to follow and hold itself accountable. A Request for Proposal will be prepared and funds will be added to the 2024-25 budget.

c. Credit Card Fees

Executive Director Boehm led a discussion on the high cost of credit card processing fees and what the park district could be doing to help combat them. Research has been done to see if other park districts are charging convenience fees and/or building them into programming fees. Also investigated was how, or if, any such fees were being made known to registrants. It was agreed this problem is made more of a challenge since online registrations and rental contract payments are encouraged, and a

credit or debit card must be used for online payments.

Superintendent Garrity shared a report that outlined the transaction fees being paid by the park district, which average 3% for SmartRec, Coyote Run, and Wiley's. Fees processed through the USTA, for use of the Racquet & Fitness Club, are higher, at about 14%. Combined, these fees total just under \$200,000 for the year.

It has become common practice to see credit card transaction fees at restaurants. Commissioners suggested focusing on the possibility of adding a fee at Wiley's, and possibly Coyote Run, and asked that more research be done to see what local restaurants and golf courses are doing, especially those within park districts.

## **DIRECTOR'S REPORT AND COMMISSIONERS' COMMENTS**

Executive Director Boehm

- Homewood Baseball & Softball is looking for an elected official to be in their opening day parade and to throw a first pitch on Saturday, April 20. The parade steps off at 11:00 am.

Commissioner Bachus

- Shared a former employer's program called "Did You Know" that relayed tidbits of company information to staff. Something similar could be done at HFPD, with information shared to both staff and the community.
- Asked about attendance numbers for Friday night's Adult Egg Hunt; numbers are good and there are great prizes.
- Received points from his family for going to the Racquet & Fitness Club, and it was very cool to see so many staff there wearing their DEI shirts and to see people asking about them.

Commissioner Coderre

- Asked how the koi are doing; three are still alive in the pond. It is hoped they will reproduce, but if not, more will be purchased.

Commissioner Dennison

- Thank you to Director Boehm for hosting the hot dog lunch last week; it was nice to see staff from different departments enjoying being together, even if there was a White Sox vs. Cubs division!

Commissioner Ojode

- Appreciates that she is now able to swim with her son at RFC.

**ADJOURNMENT** – Commissioner Dennison moved to adjourn the meeting at 8:10 p.m. Commissioner Ojode seconded the motion. On a voice vote, the motion was approved.

Respectfully submitted,



**Douglas P. Boehm, Secretary**