

VILLAGE OF HINSDALE  
MEETING OF THE  
PARKS AND RECREATION COMMISSION  
Tuesday, February 9, 2016  
Memorial Building Board Room



1.  
**DRAFT**

Chairman Banke called the meeting of the Park and Recreation Commission to order at 7:04 p.m. at the Memorial Building Board room.

**Members Present:** Chairman Banke, Commissioners Baker, Conboy, George, Owens and Waverley

**Members Absent:** Commissioner Keane

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

**Approval of Minutes**

Commissioner Baker moved approval of the December 8, 2015 Park and Recreation Commission meeting minutes. Commissioner Waverley seconded and the motion passed unanimously.

**Gateway Special Recreation Association Report**

Ms. Hassett commented on the packet. They have decided to lease a 12 passenger vehicle lift bus for 3 years. This is the fourth vehicle in the fleet. Ms. Hassett stated that Gateway will be hosting a Special Olympics at Hinsdale Central this weekend.

**Recreation Staff Report**

Ms. Hassett stated that Jennifer Braun has left the lodge and the assistant lodge manager Mary Kay Baldwin will cover the lodge operations until someone is hired. Ms. Baldwin is not interested in the lodge manager position.

December revenue increased 10% and revenue through December is \$14,544 over the prior year. Capital improvements for the lodge will be carpet. It has gone out to bid and will go to board next week for approval. Chair fabric will follow after the carpet is approved. There will be a 4 – 6 week turnaround time.

The Village has been in talks with a pre-school to lease the Arts Center building. Staff is working on getting estimates on items that need to be brought up to code in order for the building to be used. Fire suppression is one that will need to be done. The Community House is expanding their arts program, so they need the space that the pre-school is currently using.

Platform tennis lease agreement has been updated to include all expenses to cover the operation of the courts. Chairman Banke explained how we want to work to have a plan for growing the sport and covering maintenance. An engineer has been hired to assess the walkways. The village board did authorize the replacement of the lights on some more of the courts.

The community survey was mostly positive, but the majority of the respondents were over 40 years old. The board has requested to try to get more responses from the younger parents so the survey may be resent.

The ice rink is closed for the season due to some significant holes in the liner. The liner was 5 years old but it was in good condition when it was installed. Chairman Banke stated it was well used.

Easter Egg hunt is Easter weekend and the park clean-up will be on Earth Day in the afternoon.

Commissioner Baker asked about the Super Pass pool sales on March 1<sup>st</sup>. Ms. Hassett explained that there will only be 100 Super Passes again and they will be in-person only.

### **Recreation Financial Report**

Ms. Hassett commented that staff did go through two years of program registration. The Community House has also seen a decline in enrollment. Staff is working to not have duplication in programs. Program revenue decreased 15% with the largest area being in athletics. That is partially due to decrease in programs that are offered and less participation in tennis. Personnel expenses are higher due to having more inclusion costs for direct aides for summer programs.

Platform tennis revenue increased about one-half percent and there are still a few players that need to pay. The first payment from Mary Doten has been received for lessons.

Ms. Hassett stated that there are some venues that totally close in the months of January or February because those are slow months. Ms. Hassett would like to capture revenue opportunities but the model could be looked at.

Commissioner Conboy asked what is included in recreation services (3420). Ms. Hassett stated it is all programs and some administrative costs, just not the Lodge or the pool.

### **Public Donation/Artwork Guidelines Update**

Ms. Hassett stated that the question is the procedure of how the process will go. Ms. Hassett commented on the changes to the process. Staff will help to determine the life cycle of the maintenance item. All recommendations will go to the Commission and/or Village board for approval.

Commissioner Conboy stated that common elements like picnic tables or benches would be consistent and could be approved by the Commission but art objects or unique items will be the challenge and would need to also be approved by the Village Board. There was discussion among the Commissioners regarding the Donation Policy and changes that could be made.

Commissioner Waverley asked about vandalism and who is responsible to manage that. Chairman Banke asked about what the insurance implications would be if a donation was damaged. Chairman Banke stated that Ms. Hassett has done a great job with the Guidelines. Ms. Hassett will investigate more about the vandalism and insurance issues. She will also get feedback from the village attorney.

### **New Business**

None

### **Other Business**

Commissioner Waverley asked if there was any more talk about another park north of Ogden. Ms. Hassett stated that she continues to have discussion with Oak Brook Park District for land near Graue Mill. Chairman Banke suggested that the land where IBLP is could have an area designated as a park.

### **Adjournment**

The next meeting will be March 8. Since there was no further business to come before the Commission, Commissioner Owens moved to adjourn. Commissioner Conboy seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission was declared adjourned at 7:54 p.m.

Respectfully submitted,

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Linda Copp, Secretary

# Gateway Special Recreation Association

Board Meeting  
Thursday, February 11, 2016  
3:00 PM

Oak Brook Family Recreation Center  
1450 Forest Gate Road  
Oak Brook, IL 60523

I. CALL TO ORDER/ROLL CALL

II. OPEN FORUM

III. BOARD MEMBER COMMENTS

IV. COMMUNICATIONS

V. OMNIBUS AGENDA

All items on the Omnibus Agenda are considered to be routine in nature by the Gateway Board and will be enacted in one motion. There will not be separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Omnibus Agenda and considered separately.

- A. Approval of December 2015 Regular Meeting Minutes
- B. Approval of January 2016 Check Register
- C. Approval of January 2016 Treasurer's Report

VI. REPORTS

- A. RGA Monthly Report

VII. OLD BUSINESS

- A. Vehicle Lease Update

VIII. NEW BUSINESS

- A. Archiving of Documents
- B. Marketing of the Gateway Program
  - 1. Logo
  - 2. Website
  - 3. Vehicles

IX. OPEN FORUM

X. ADJOURNMENT

Items listed on the agenda will be discussed and considered by the Board. The Board welcomes public comment on the agenda items during discussion.

Gateway Special Recreation is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Gina Hassett, at 630-789-7097 or by TDD at 630-789-7022 promptly to allow the Board to make reasonable accommodations for those persons.

**GATEWAY SPECIAL RECREATION ASSOCIATION**

**BOARD OF DIRECTORS' MEETING**

**January 14, 2016**

- I. Call to Order:** President Gina Hassett called the Gateway Special Recreation Association Board of Directors' Meeting to order at 3:04 pm on December 10, 2015 at the Oakbrook Family Recreation Center, 1450 Forest Gate Road in Oakbrook, Illinois. A Quorum was present.

*Roll Call:* Board members present: Sharon Peterson, Countryside; Cindy Szkolka, Elmhurst; Gina Hassett, Hinsdale; Karen Spandikow, Oakbrook; Matt Russian, Pleasantdale; Jim Berg, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center.

*Absent:* Jim Pacanowski, Burr Ridge.

*Staff Present:* Ray Graham Staff: Denise Rau (Director SLC/ECLC/SC) and Superintendent Ryan Cortez.

*Visitors:* None.

- II. Open Forum:** None

- III. Board Member Comments:** None

- IV. Communications:** None

- V. Omnibus Agenda:** Motion made by Scott Nadeau, York Center to approve the Omnibus Agenda and motion seconded by John Fenske, Willowbrook.

- A. Approval of December 2015 Regular Meeting Minutes
- B. Approval of January 2016 Check Register
- C. Approval of January 2016 Treasurer's Report

On a voice vote the motion passed.

- VI. Reports:**

- A. RGA Monthly Report: The monthly report was reviewed by Superintendent Cortez. As of 1/11/16 program registration totals are 82 (15 more than in 2015). Gateway is planning to offer an Adult "Service" Camp during the summer for adults 23 years and older. The Gateway Staff reviewed the information from the recent Board Survey and developed a bulleted outline of ideas in regards to each of the survey categories. The Board will discuss additional use of Facebook and new Website efforts at a future meeting.

**VII. Old Business:**

A. Vehicles Lease Update: President Gina Hassett, Hinsdale; will work with RGA to lease a paratransit vehicle, anticipated delivery in March of 2016.

B. RGA Contract Discussion: President Gina Hassett will work with RGA to modify contract language to provide for the terms of the vehicle lease between Midwest Transit Equipment, Inc. and RGA.

**VIII. New Business:** Future Agenda Items: Record Retention and Website/Facebook discussion

**IX. Open Forum:** None

**X. Adjournment:** Matt Russian, Pleasantdale; made a motion to adjourn the meeting, seconded by Jim Berg, Westchester. Motion passed on a voice vote.

**GATEWAY SRA  
CHECK REGISTRY  
February 11, 2016**

Check #	Issued to	Description	Amount	Total
1882	Village of Hinsdale	Fuel (November)	\$ 273.72	\$ 273.72
1883	JMS Auto Service, Inc.	Vehicle Repairs	\$ 1,653.21	\$ 1,653.21
<b>Totals</b>				<b>\$ 1,926.93</b>

<b>Bank Accounts Reconciled as of January 29, 2016</b>	
<b>General Checking Account</b>	<b>\$ 804.95</b>
<b>Checks not cleared</b>	<b>\$ (313.21)</b>
<b># 1879 JMS Auto Service</b>	
<b>Money Market Account</b>	<b>\$ 247,179.69</b>
<b>Totals</b>	<b>\$ 247,984.64</b>
<b>February Check Registry</b>	<b>\$ -</b>
<b>Balance</b>	<b>\$ 247,984.64</b>

**GATEWAY SRA 2015 - 2016  
MONTHLY TREASURER'S STATEMENT**

Date: February-16

<u>Revenue Accounts</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>+ or - to Budget</u>	<u>% of Budget</u>
110 Interest	\$ 21.29	\$ 117.70	\$ 150.00	\$ (32.30)	78.5%
120 Member Contributions	\$ 50,656.00	\$ 506,479.10	\$ 506,479.00	\$ 0.10	100.0%
130 Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total Income</b>	<b>\$ 50,677.29</b>	<b>\$ 506,596.80</b>	<b>\$ 506,629.00</b>	<b>\$ (32.20)</b>	<b>100.0%</b>
 <u>Expense Accounts</u>					
500 Audit Services	\$ -	\$ 7,300.00	\$ 4,000.00	\$ 3,300.00	182.5%
510 Day Camp Transportation	\$ -	\$ -	\$ 8,510.00	\$ (8,510.00)	0.0%
520 Financial Assistance	\$ -	\$ 1,362.50	\$ 4,000.00	\$ (2,637.50)	34.1%
530 Legal Fees	\$ -	\$ 2,116.00	\$ 1,000.00	\$ 1,116.00	211.6%
540 Insurance Expense	\$ -	\$ 752.50	\$ 2,240.00	\$ (1,487.50)	33.6%
550 Misc. Expenses	\$ 19.44	\$ 208.36	\$ 500.00	\$ (291.64)	41.7%
560 One on One Services	\$ -	\$ 6,613.76	\$ 12,000.00	\$ (5,386.24)	55.1%
570 Program Supplies	\$ -	\$ -	\$ 500.00	\$ (500.00)	0.0%
580 Service Contract	\$ -	\$ 324,572.00	\$ 433,040.00	\$ (108,468.00)	75.0%
590 Vehicle Fuel	\$ 273.72	\$ 4,245.15	\$ 8,750.00	\$ (4,504.85)	48.5%
600 Vehicle Repairs	\$ 1,653.21	\$ 4,432.83	\$ 13,250.00	\$ (8,817.17)	33.5%
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 351,603.10</b>	<b>\$ 497,790.00</b>	<b>\$ (146,186.90)</b>	<b>70.6%</b>
 <b>Net Ordinary Income</b>	 <b>\$ 50,677.29</b>	 <b>\$ 154,993.70</b>	 <b>\$ 8,839.00</b>	 <b>\$ 146,154.70</b>	 <b>29%</b>
 Beginning Year Cash Money Market		 \$ 50,314.48			
 <u>Beginning Year Cash Checking Account</u>		 <u>\$ 2,095.84</u>			
<b>Total Cash Beginning of Year</b>		<b>\$ 52,410.32</b>			
 <b>Net Income</b>		 <b>\$ 207,404.02</b>			





**Gateway SRA Board Meeting  
February 9, 2016  
RGA Report**

**Winter 2015/2016 Comparison**  
**As of 2/09/2016**

**February 2015**

District	Registered Participants
Burr Ridge	3
Countryside	0
Elmhurst	37
Hinsdale	31
Oak Brook	5
Pleasantdale	1
Willowbrook	4
Westchester	2
York	1
Non-resident	4
Total:	88

**February 2016**

District	Registered Participants
Burr Ridge	5
Countryside	0
Elmhurst	51 (41)
Hinsdale	22 (18)
Oak Brook	7 (6)
Pleasantdale	4 (3)
Willowbrook	3 (2)
Westchester	3 (2)
York	1
Non-resident	7 (4)
Total:	103 (82)

**Full Programs as of 2/09/2016**

- Recreation Sensation
- Saturday Split
- Lunch Box Bunch
- Weekend Warriors
- Northern Area Social Club (2 on waiting list)

**Gateway Staff Update**

We currently have the following positions open:

- 3 Recreation Instructor

**Gateway Vehicles Update as of 1/11/16**

Vehicle	Mileage	Maintenance
192	75,264	N/A
171	117,197	N/A
170	47,030	Oil Change

**Scholarships Status as of 2/09/2016**

- Burr Ridge = \$100
- Elmhurst = \$200
- Westchester = \$100
- Pleasant Dale = \$100

**Summer 2016 Programs & Brochure**

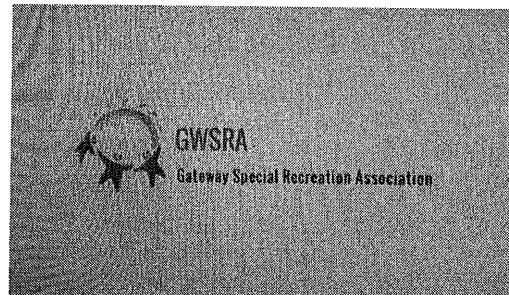
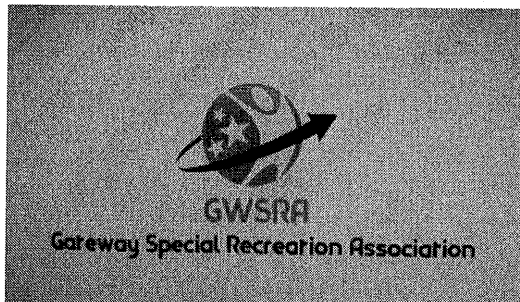
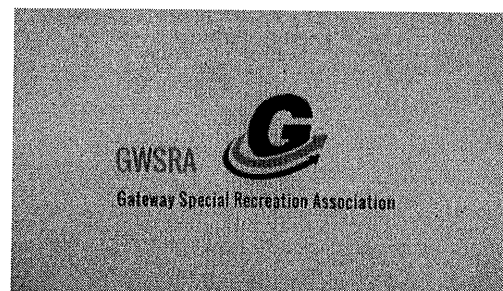
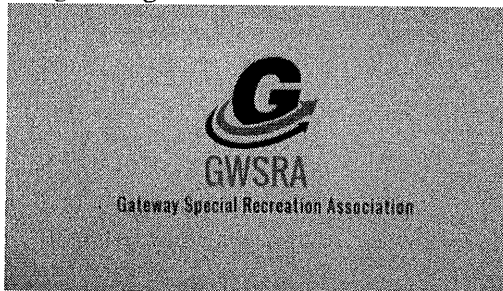
Now that our winter programs are underway, we will begin planning and organizing for the summer 2016 program and camp brochure. Right now, I am tentatively anticipating a distribution time of early April with a registration deadline of 5/27/2016 for summer programs. To get a jump start on our planning process, if you know ahead of time of community events that you would like to put into the upcoming brochure, please feel free to start sending me the information now.

**Outreach Efforts**

I have been in contact with Robin Vannoy Director of Special Education for Hinsdale Central High School about leisure education with their students and transition center, as well as, special recreation training with teachers and other faculty members. We had also discussed disability awareness activities or P.E. take over days with HC high school students during their normal P.E. classes. This is great exposure for Gateway SRA and will hopefully increase our youth and teen programming in the future.

**GWSRA**

- Logo Designs





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MEMORANDUM

**DATE:** March 4, 2016  
**TO:** Chairman Banke and Members of the Parks & Recreation Commission  
**FROM:** Gina Hassett, Director of Parks & Recreation  
**RE:** March Staff Report

The following is a summary of activities completed by the Parks and Recreation Department during the month of February.

**Katherine Legge Memorial Lodge**

Through January, rental revenue increased 8% (\$13,544) over the prior year. Rental revenue for the month of January is \$1,850, which is a decrease of 46% (\$1,000) over the same period of the prior year. There were two social events held in 2016 compared to one large wedding held in 2015. Expenses are trending 5% (\$5,850) below the prior year.

REVENUES	January		YTD		Change Over the Prior year	2015-16 Annual Budget	FY 15-16 % of budget	2014-15 Annual Budget	FY 14-15 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
KLM Lodge Rental	\$2,850	\$1,850	\$152,813	\$166,357	\$13,544	\$160,000	104%	\$160,000	96%
Caterer's Licenses	\$1,000	\$0	\$13,500	\$13,766	\$266	\$15,000	92%	\$16,800	80%
<b>Total Revenue</b>	<b>\$3,850</b>	<b>\$1,850</b>	<b>\$166,313</b>	<b>\$180,123</b>	<b>\$13,810</b>	<b>\$175,000</b>	<b>103%</b>	<b>\$176,800</b>	<b>94%</b>

EXPENSES	January		YTD		Change Over the Prior year	2015-16 Annual Budget	FY 15-16 % of budget	2014-15 Annual Budget	FY 14-15 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
<b>Total Expenses</b>	<b>\$10,288</b>	<b>\$9,862</b>	<b>\$126,823</b>	<b>\$120,973</b>	<b>(\$5,850)</b>	<b>\$199,700</b>	<b>61%</b>	<b>\$174,511</b>	<b>73%</b>
<b>Net</b>	<b>(\$6,438)</b>	<b>(\$8,012)</b>	<b>\$39,490</b>	<b>\$59,150</b>					

The capital improvement plan includes \$42,000 to replace the Lodge carpet and banquet chairs. Staff has selected the patterns for the carpet; bid specifications were distributed in January. At the March 1 Village Board meeting the contract was awarded to DeSitter Flooring for carpet replacement for \$26,605.59. It is anticipated that it will be four to six weeks for the carpet to arrive and installation is estimated to take place in April. Staff is in the process of selecting chairs that will complement the new carpeting.

In January, the KLM Lodge Manager, Jennifer Braun, submitted her resignation as she accepted a full-time position. The Lodge Manager position has been posted and will remain open until March 11. The position is a permanent part-time position. In the interim, the Assistant Lodge Manger and the Director of Parks and Recreation are overseeing the day to day operations of the Lodge.



## MEMORANDUM

### Arts Center

The capital improvement plan includes funds to improve the former Arts Center. Recreation and Public Services staff have been working together to compile a list of projects and the associated costs that are necessary for a tenant to occupy the building. Staff is also evaluating the cost of repairs that will be required for the property in the next five to ten years. During the evaluation process, staff discovered an old heating oil tank in the basement that has started to leak. Staff secured three proposals and has retained the lowest responsible vendor to remove the tank for \$9,450. There is \$50,000 in the Capital Improvement Plan (CIP) that will be used to cover this expense. Staff is looking to use a portion of the remaining CIP funds to make repairs to the second floor windows. There are noticeable signs of rot on the second floor dormers and there are additional repairs needed to the interior.

### Platform Tennis

The platform tennis season started the first week of October. League play will run through March. Membership revenue is down 7% (\$3,058) over the prior year. This is a result of a decline in non-resident memberships. The Hinsdale Platform Tennis Association (HPTA) has been hosting social events to generate new players which would likely result in new members for the 2016-17 season.

**Platform Tennis Membership Summary**

as of 2/24/16		2012		2013		2014		2015						
Membership as of 12/22/15	Fees	Total Members	Revenue	Total Members	Revenue	Total Members	Revenue	New Members	Renewal Members	Total Members	Change over Prior Year	Revenue YTD	Change over Prior Yr.	% of Change Over Prior Year
Resident Individual	\$120	73	\$8,520	86	\$9,720	79	\$9,240	16	61	77	-2	\$8,525	-\$715	-8%
Resident Family														
Resident Family Secondary	\$0	91	\$0	83	\$0	74	\$0	25	59	84	10	\$0	\$0	0%
<b>Resident Total</b>		<b>201</b>	<b>\$15,150</b>	<b>205</b>	<b>\$15,758</b>	<b>181</b>	<b>\$13,965</b>	<b>49</b>	<b>140</b>	<b>189</b>	<b>8</b>	<b>\$13,250</b>	<b>-\$715</b>	<b>-5%</b>
Non-Resident Individual	\$289	61	\$17,051	90	\$24,276	102	\$26,908	11	77	88	-14	\$24,565	-\$2,343	-9%
Non-Resident Family	\$345	13	\$4,830	13	\$3,968	16	\$5,865	3	14	17	1	\$5,865	\$0	0%
Non-Resident Secondary	\$0	35	\$0	35	\$0	56	\$0	12	38	50	-6	\$0	\$0	0%
<b>Non-Resident Total</b>		<b>109</b>	<b>\$21,881</b>	<b>138</b>	<b>\$28,244</b>	<b>174</b>	<b>\$32,773</b>	<b>26</b>	<b>129</b>	<b>155</b>	<b>-19</b>	<b>\$30,430</b>	<b>-\$2,343</b>	<b>-7%</b>
Sustaining Lifetime	\$0	335	\$0	298	\$0	291	\$0	0	275	275	-16	\$0		
New Lifetime Members	\$1,500	3	\$4,380	0	\$0	0	\$0	0	0	0	0	\$0		
<b>Total</b>		<b>648</b>	<b>\$37,031</b>	<b>641</b>	<b>\$44,002</b>	<b>646</b>	<b>\$46,738</b>	<b>75</b>	<b>544</b>	<b>619</b>	<b>-27</b>	<b>\$43,680</b>	<b>-\$3,058</b>	<b>-7%</b>

### Hinsdale Platform Tennis Association

The Hinsdale Platform Tennis Association (HPTA) has a license agreement that allows their organization use of the courts. The terms of the license agreement between the Village and



## MEMORANDUM

HPTA is that their league players must annually purchase a membership with the Village. The agreement between HPTA and the Village expires in July of 2016.

Given the upcoming expenses to replace the court walkways, a sub-committee of the Parks & Recreation Commission, along with the Trustee Hughes, the Finance Director and Director of Parks and Recreation, met January 19 to review the terms of the current license agreement. The sub-committee, Trustee Hughes and staff members met with members of the HPTA Board on February 2 to review the platform tennis membership and financial summary. As a result of the meeting, staff prepared a financial summary of the platform program back to 2004 when the KLM courts were constructed. This information has been forwarded to the HPTA Board. The sub-committee will have a follow-up meeting with HPTA to further discuss the license agreement later this spring. Once drafted, staff will bring the license agreement to the Parks & Recreation Commission then to the Village Board for approval.

### **KLM Platform Tennis Walkways**

Hinsdale Engineering has been retained for \$5,000 to evaluate the existing KLM platform facility and to generate plans for the new walkways. The plans will be used to develop the bid specifications for the replacement of the walkways. It is anticipated that the review and plans will be provided to the Village at the end of March. The replacement of the walkways is included in the capital improvement plan for FY 16/17.

### **Park Maintenance**

#### **Field Updates**

Traditionally maintenance of the athletic fields begins the second week of March and fields are open for practices by the end of March or first week in April. Staff is monitoring the weather conditions to prepare for spring. Once weather allows, crews will begin to prepare the athletic fields, open bathroom facilities and prepare the irrigation systems.

#### **Mowing & Landscaping**

The Village's landscape maintenance and mowing bid was extending for a second year to Beary Landscaping. Annually, the Village bids out the landscape and maintenance for its 140 acres of public green space inclusive of right-of-ways, cul-de-sacs, passive areas and miscellaneous Village properties. The scope of work includes landscaping of Village playgrounds, maintenance of park flower beds and maintenance of the flower beds at KLM Park including the Lodge, the former Arts Center and the Platform Tennis area. The cleanup of Village parks will be completed in March or April as weather permits. As the weather conditions allow, mowing of Village parks and right-of-ways will start later this spring.

#### **Community Survey**

Over the past three years, the Village has seen a decline in pool memberships. In an effort to determine the reason for this decline, staff proposed to survey residents, focusing on non-pool users to find out their needs as it relates to swimming. In addition, it was determined that it would be beneficial to expand the survey to gain feedback regarding residents' overall recreational



## MEMORANDUM

needs. The data collected through a survey will be used to help refine current service offerings and determine long range plans for the Community Pool.

The Village worked with Eastern Illinois University (EIU) to administer the survey. The draft report summarizing the data collected was provided to the Village on February 1. A conference call was held Tuesday, February 2 with the EIU staff to review of the draft report. Once the report is finalized, the report will be presented at a future Parks & Recreation Commission meeting.

### **Ice Rinks**

On February 9, Public Services personnel inspected the Burns Field ice rink. During the warm weather, portions of the rink melted which exposed the liner at the north end. Staff inspected the rink and found visible holes in the liner. The holes in the liner were likely caused when skaters used the rink during the warm weather. Signs were posted to indicate that the rink was closed. However, since the rink is not enclosed, it is difficult to monitor the use.

Due to these holes, any attempt to repair the rink would create an uneven skating surface as water seeps away. The ice rink at Burns Field will remain closed for the season. When weather conditions permit, and the ground thaws, the rink system will be dismantled. The information regarding the condition of the ice rink is on the Village's website and on the P&R Facebook page.

### **Community Pool**

Staff has made contact with the 2015 pool staff to see who plans to return for the upcoming season. After confirmation has been made of who will be returning, staff will begin to hire for the vacant positions. Lifeguards are trained and certified by the Pool Managers in May.

Pool passes went on sale on March 1; early bird rates end April 29. Season pass holders can upgrade to a "Super" pass to utilize the Clarendon Hills Park District pool. There is a limit of 100 Super passes available, which are only available to residents. There is significant demand above the 100 members. However, since 2013, Clarendon Hills Park District has reduced the passes available from 250 to 100 passes. Clarendon Hills Park District reduced the number of passes available to Hinsdale due to an increase in their season pass sales and utilization by their members.

On March 1, residents were in line at 6:45 am at Village Hall to purchase their Super passes. At 7:40 am, staff distributed numbers to those who were in line; all were able to purchase a Super pass for their family. Twenty-two families were able to secure a Super pass. The families that arrived at 8:00 am were disappointed that they did not secure a Super pass. Currently, there are seven families on the wait list for a Super pass. Of the families that are on the wait list, three have indicated that they will not be purchasing a season pass unless they are able to secure the Super pass. These families intend to purchase the non-resident pass for the Clarendon Hills Park District pool. Staff continues to work with Clarendon Hills Park District to appeal for additional Super Passes.



## MEMORANDUM

### **Programs**

Staff is preparing program offerings for the summer brochure that will be delivered to residents April 11. The summer programs will include swim programs, summer camps and general program offerings. Attached is a summary of the registration enrollment comparison of 2014 and 2015 program enrollments. Staff evaluated the summer program offerings which led to planning sessions with community organizations to evaluate continued opportunities for cooperative programming and/or consolidation of programs.

Upcoming events include the Easter Egg Hunt that will be held at Robbins Park on Saturday, March 26, and the Park Clean-Up Day to be held on Friday, April 22, at Burns Field.

## Winter/Spring Program Enrollment

Program	2014		2015		Difference
	Enrollment	Revenue	Enrollment	Revenue	
Adult Karate	4	\$ 450	6	\$ 726	\$ 276
Animal Crackers	0	\$ -	17	\$ 561	\$ 561
Baby Sitters Clinic	2	\$ 46	2	\$ 50	\$ 4
Ballroom Dance-Begin	27	\$ 1,007	9	\$ 385	\$ (622)
Ballroom Dance-Inter	31	\$ 1,099	18	\$ 807	\$ (292)
Bubble Balls Music	2	\$ 460	0	\$ -	\$ (460)
Basketball Agility	0	\$ -	2	\$ 86	\$ 86
Beginning Golf	12	\$ 1,076	10	\$ 650	\$ (426)
Boys Lacrosse	0	\$ -	8	\$ 885	\$ 885
Chess Camps	4	\$ 457	1	\$ 97	\$ (360)
CPR for Healthcare Provider	0	\$ -	1	\$ 30	\$ 30
Creative Movement	0	\$ -	1	\$ 143	\$ 143
Drawing from Life	0	\$ -	7	\$ 630	\$ 630
Creativity Workshop	1	\$ 425	0	\$ -	\$ (425)
Early Taekwondo	20	\$ 2,762	8	\$ 924	\$ (1,838)
Experiment with Science	1	\$ 435	0	\$ -	\$ (435)
Fencing	9	\$ 425	12	\$ 550	\$ 125
Flag Football	17	\$ 806	12	\$ 538	\$ (268)
Floor Hockey	2	\$ 132	0	\$ -	\$ (132)
Gentle Yoga	26	\$ 1,475	28	\$ 1,855	\$ 380
Glee Club	0	\$ -	3	\$ 390	\$ 390
Holiday Pee Wee Pica	0	\$ -	0	\$ -	\$ -
HSA Spring Clinic	31	\$ 1,100	19	\$ 665	\$ (435)
IL Girls Lacrosse	127	\$ 26,485	111	\$ 26,760	\$ 275
Jr. Soccer	0	\$ -			\$ -
Kid Rock	8	\$ 582	3	\$ 207	\$ (375)
Kid Rock 11	0		2	\$ 124	\$ 124
Lights Camera Action	1	\$ 72	0	\$ -	\$ (72)
Little Pint Baseball	10	\$ 462	0	\$ -	\$ (462)
Lil Pint Soccer	0	\$ -	5	\$ 215	\$ 215
Lil Sluggers Baseball	0	\$ -	6	\$ 280	\$ 280
Little Dragons	18	\$ 2,456	18	\$ 2,090	\$ (366)
Magic of Gary Kantor	6	\$ 150	1	\$ 25	\$ (125)
Mindful Meditation	8	\$ 357	4	\$ 210	\$ (147)
Musical Theater	0	\$ -	3	\$ 462	\$ 462
Oil Painting Studio	0	\$ -	3	\$ 345	\$ 345
Pee Wee Baseball	32	\$ 1,386	26	\$ 1,108	\$ (278)
Pee Wee Soccer	29	\$ 1,123	17	\$ 736	\$ (387)
Pre-Ballet and Tap	0	\$ -	3	\$ 429	\$ 429
Reading & Math Play	1	\$ 430	0	\$ -	\$ (430)
Sewing Classes	0	\$ -	2	\$ 320	\$ 320
Shake it Up Baby	0	\$ -	5	\$ 140	\$ 140
Skyhawk's Golf	0	\$ -	8	\$ 520	\$ 520
Bubble Balls Music	0	\$ -	0	\$ -	\$ -
Bubble Balls Music	2	\$ 220	0	\$ -	\$ (220)
Soccer TBall Combo	0	\$ -	18	\$ 829	\$ 829
Soccer tots	0	\$ -	0	\$ -	\$ -
Sticky Fingers Cooking	0	\$ -	0	\$ -	\$ -
Storybook Station	0	\$ -	8	\$ 104	\$ 104
Reading & Math Play	2	\$ 44	0	\$ -	\$ (44)
Taekwondo	6	\$ 847	6	\$ 714	\$ (133)
Tiny Toes Music	0	\$ -	4	\$ 694	\$ 694
Tot Rock	7	\$ 602	20	\$ 1,407	\$ 805
Youth Karate	7	\$ 765	11	\$ 1,178	\$ 413
Youth Karate-CH	40	\$ 4,095	41	\$ 4,256	\$ 161
Youth T Ball League	47	\$ 1,980	50	\$ 2,600	\$ 620
Youth Taekwondo	12	\$ 1,691	12	\$ 1,461	\$ (230)
Youth Volleyball	0	\$ -	0	\$ -	\$ -



## Summer Program Enrollment

Program	2014		2015		Difference
	Enrollment	Revenue	Enrollment	Revenue	
Diving Lessons	30	\$ 1,505	24	\$ 1,745	\$ 240
Diving Lessons	33	\$ 1,655	28	\$ 1,911	\$ 256
Diving Lessons	0	\$ -	9	\$ 683	\$ 683
Private Lessons	55	\$ 9,845	46	\$ 9,797	\$ (48)
Jr. Lifeguard Program	12	\$ 933	14	\$ 1,045	\$ 112
Town Team	82	\$ 13,495	80	\$ 14,683	\$ 1,188
Swim Lessons 9:05	56	\$ 2,805	0	\$ -	\$ (2,805)
Swim Lesson-9:50	60	\$ 3,490	50	\$ 3,375	\$ (115)
Swim Lessons -10:35	81	\$ 4,145	85	\$ 5,185	\$ 1,040
Swim Lessons -11:20	109	\$ 5,650	101	\$ 6,600	\$ 950
Parent Tot Swim	36	\$ 2,005	21	\$ 1,280	\$ (725)
3 & 4 yr. old swim	7	\$ 350	0	\$ -	\$ (350)
3 & 4 yr. old swim	40	\$ 2,085	32	\$ 2,070	\$ (15)
3 & 4 yr. old swim	42	\$ 2,166	24	\$ 1,570	\$ (596)
3 & 4 yr. old swim	39	\$ 2,125	23	\$ 1,530	\$ (595)
Summer Camp-4 week	140	\$ 14,525	79	\$ 8,889	\$ (5,636)
Summer Camp-1 week	113	\$ 11,070	118	\$ 12,496	\$ 1,427
Fencing	10	\$ 489	4	\$ 200	\$ (289)
Speak Art Classes	5	\$ 840	0	\$ -	\$ (840)
LOL Improve	4	\$ 180	0	\$ -	\$ (180)
Archery Camp	0	\$ -	8	\$ 780	\$ 780
Jr. Paleontologists	6	\$ 365	2	\$ 144	\$ (221)
Creative Movement	0	\$ -	5	\$ 235	\$ 235
Pre Ballet & Tap	0	\$ -	2	\$ 195	\$ 195
Jazz & Hip Hop	0	\$ -	2	\$ 120	\$ 120
Spanish Language Class	0	\$ -	0	\$ -	\$ -
Drawing Technique	0	\$ -	1	\$ 110	\$ 110
Drawing/Painting	0	\$ -	1	\$ 90	\$ 90
LOL Improve	0	\$ -	2	\$ 80	\$ 80
Little Actors Club	10	\$ 794	10	\$ 690	\$ (104)
Young Actors Club	7	\$ 559	8	\$ 640	\$ 81
Story Theater	3	\$ 183	1	\$ 40	\$ (143)
Tot Rock	4	\$ 340	3	\$ 240	\$ (100)
Kid Rock 1	4	\$ 340	4	\$ 320	\$ (20)
Kid Rock II	2	\$ 170	0	\$ -	\$ (170)
Chess Scholars Camp	6	\$ 965	4	\$ 570	\$ (395)
Strategy for Kids	4	\$ 413	0	\$ -	\$ (413)
Guitar Stars	0	\$ -	0	\$ -	\$ -
Mighty Mathematician	2	\$ 220	0	\$ -	\$ (220)
Magic of Gary Kantor	5	\$ 105	9	\$ 190	\$ 85
School of Rock Music	10	\$ 2,500	2	\$ 500	\$ (2,000)
Construction Vehicle	7	\$ 1,123	0	\$ -	\$ (1,123)
Robotics using Lego	12	\$ 2,565	0	\$ -	\$ (2,565)
Robotic Adventures	0	\$ -	5	\$ 480	\$ 480
Jurassic Cinema	0	\$ -	3	\$ 288	\$ 288
Super Hero Engineer	5	\$ 816			\$ (816)
Lego Classes	7	\$ 1,128	30	\$ 4,920	\$ 3,792
Pee Wee Tennis Lessons	45	\$ 4,025	41	\$ 4,045	\$ 20
Tiny Tot Tennis Lessons	19	\$ 1,805	27	\$ 2,524	\$ 719
Beginner Tennis Lessons	71	\$ 9,364	18	\$ 2,730	\$ (6,634)
Adv Beginners Tennis	24	\$ 3,240	10	\$ 1,610	\$ (1,630)

## Summer Program Enrollment

Program	2014		2015		Difference
	Enrollment	Revenue	Enrollment	Revenue	
Jr. Excellence Tennis	5	\$ 612	8	\$ 1,478	\$ 866
Interim ladies Drill	21	\$ 2,530	0	\$ -	\$ (2,530)
Touch a Truck	19	\$ -	4	\$ -	\$ -
Fishing Lessons	28	\$ 587	12	\$ 280	\$ (307)
Babysitting Clinic	9	\$ 252	3	\$ 89	\$ (163)
Tiny Dancers	2	\$ 230	0	\$ -	\$ (230)
Kindg Here I Come	1	\$ 120	0	\$ -	\$ (120)
Mini Masters	5	\$ 575	0	\$ -	\$ (575)
Mad Jr. Scientist	8	\$ 920	0	\$ -	\$ (920)
American Girl Camp	1	\$ 115	0	\$ -	\$ (115)
Messy Art	10	\$ 663	0	\$ -	\$ (663)
Math Investigations	1	\$ 115	0	\$ -	\$ (115)
Exploring Art	3	\$ 368	0	\$ -	\$ (368)
Walk in the Park	1	\$ 120	0	\$ -	\$ (120)
Littlest Scientist	4	\$ 278	0	\$ -	\$ (278)
Young Rembrandts Camp	0	\$ -	7	\$ 262	\$ 262
Icky Sticky Goey	0	\$ -	10	\$ 150	\$ 150
Little Book Worms	0	\$ -	2	\$ 90	\$ 90
Glee Club	0	\$ -	3	\$ 230	\$ 230
Musical Theatre	0	\$ -	2	\$ 350	\$ 350
Wetland Classes	0	\$ -	0	\$ -	\$ -
Zombie Adventure Camp	0	\$ -	5	\$ 575	\$ 575
Karate - Clare Hills	16	\$ 1,632	19	\$ 1,867	\$ 235
Adult Karate	4	\$ 417	3	\$ 344	\$ (73)
Karate- Friday	8	\$ 744	4	\$ 392	\$ (352)
Taekwondo	27	\$ 3,294	13	\$ 1,613	\$ (1,681)
SuperKids Camp	0	\$ -	3	\$ 850	\$ 850
Boys Lacrosse	6	\$ 540	8	\$ 760	\$ 220
Soccer & Basketball	13	\$ 442		\$ -	\$ (442)
Volleyball Camp	0	\$ 10	0	\$ -	\$ (10)
Made in America Soccer	43	\$ 7,653	38	\$ 5,517	\$ (2,136)
Lil Pint Soccer Camp	25	\$ 862	26	\$ 911	\$ 49
Sky Hawks Mini Hawk	25	\$ 3,177	4	\$ 548	\$ (2,629)
Skyhawk's multi sport	18	\$ 3,012	15	\$ 2,535	\$ (477)
Skyhawk's Lacrosse	12	\$ 1,682	12	\$ 1,585	\$ (97)
Hinsdale Soccer Academy	63	\$ 6,869	61	\$ 7,053	\$ 184
Skyhawk's Tiny Hawks	12	\$ 735	0	\$ -	\$ (735)
Lil Pint Baseball	27	\$ 949	8	\$ 281	\$ (668)
Skyhawk's Flag Footbal	38	\$ 4,893	29	\$ 3,806	\$ (1,087)
Skyhawks Cheerleading	17	\$ 2,162	6	\$ 774	\$ (1,388)
Go Girl Sports	7	\$ 238	0	\$ -	\$ (238)
Pee Wee T-ball	12	\$ 446	13	\$ 456	\$ 10
Pre-K Golf	29	\$ 1,727	20	\$ 1,260	\$ (467)
Skyhawk's Baseball	6	\$ 755	0	\$ -	\$ (755)
Skyhawk's Beg Golf	45	\$ 5,694	19	\$ 2,488	\$ (3,206)
Skyhawk's Volleyball	19	\$ 2,535	7	\$ 903	\$ (1,632)
Capture the Flag	7	\$ 725	9	\$ 1,135	\$ 410
Pee Wee Soccer	19	\$ 660		\$ -	\$ (660)
Soccer T-Ball Combo	38	\$ 1,321	26	\$ 816	\$ (505)
Blue Moose Sports Camp	0	\$ -	10	\$ 1,200	\$ 1,200
All Star Sports Camp	37	\$ 1,347	23	\$ 810	\$ (538)
Lil Pint Basketball	15	\$ 524	16	\$ 603	\$ 79

## Summer Program Enrollment

Program	2014		2015		Difference
	Enrollment	Revenue	Enrollment	Revenue	
Flag Football Camp	0	\$ -	19	\$ 614	\$ 614
IL Girls Lacrosse	26	\$ 3,305	19	\$ 2,470	\$ (835)
Track & Field	6	\$ 782	0	\$ -	\$ (782)
Lil Sluggers Baseball	17	\$ 588	14	\$ 512	\$ (76)
Basketball Agility	13	\$ 449	13	\$ 460	\$ 11
Bears Training Camp	5	\$ 2,080	0	\$ -	\$ (2,080)
White Sox Baseball	15	\$ 2,790	13	\$ 2,257	\$ (533)
Soccer Speed & Agility	0	\$ -	0	\$ -	\$ -
Sports & Craft Camp	0	\$ 5	12	\$ 706	\$ 701
Skateboard Lessons	12	\$ 420	0	\$ -	\$ (420)
Gentle Yoga	18	\$ 1,130	17	\$ 1,190	\$ 60
Mindful Meditation	0	\$ -	0	\$ -	\$ -
Ballroom Dance	21	\$ 885	10	\$ 470	\$ (415)
Water Cardio	5	\$ 160	6	\$ 533	\$ 373
Adult Oil Painting			2	\$ 300	\$ 300
Men's softball	9	\$ 6,075	10	\$ 7,000	\$ 925
Event Sponsorship	8	\$ 630	1	\$ 100	\$ (530)
July 4 Sponsorship	126	\$ 7,675	134	\$ 10,785	\$ 3,110



3b

## MEMORANDUM

**DATE:** March 4, 2016  
**TO:** Chairman Banke and Members of the Parks & Recreation Commission  
**FROM:** Gina Hassett, Director of Parks & Recreation  
**RE:** January FY 2015/16 Parks & Recreation Financial Report

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Attached are the preliminary Parks and Recreation Department financial results for January 2015; this is the eighth month of the FY 2015-16 budget year.

### **PROGRAMS**

Through the month of January, program revenue decreased 12% (\$32,166) over the prior year. Athletic program revenue decreased 13% (\$14,578) over the prior year; this is a result of decreased registration in the tennis lesson and sports camp programs. Staff is evaluating the programs; however, inconsistent weather seems to be a contributing factor in the drop in enrollment. Early childhood programming registration revenue is down 11% (\$3,736) over the prior year. This is the result of discontinued programming with the current early childhood vendor, Kaleidoscope. Staff continues to increase programming opportunities for early childhood classes through cooperative programming with the Clarendon Hills and Burr Ridge Park Districts. Fitness revenue decreased 42% (\$13,273) over the prior year due to a decline in the summer karate program. All of the above programs are contractual; revenues and expenses are directly related to offsetting contractual expenses.

Recreation expenses are down 10% (\$40,465) over the same period of the prior year. Personnel expenses increased 6% (\$4,786) over the prior year; a contributing factor is the staff costs for inclusion participants. Contractual expenses, which includes the payment for program services, decreased 12% (\$29,730) due to decreased enrollment.

### **Platform Tennis**

Through January, platform membership and lesson revenue increased 15% (\$6,210) over the prior year. Operating expenses are trending 5% (\$1,383) above the prior year.

### **Katherine Legge Memorial Lodge**

Through January, rental revenue increased 9% (\$13,543) over the prior year due to increased usage and increased rental fees. Caterers' licenses revenue increased 2% (\$266) over the prior year due to an increase in one day caterer licenses. Operating expenses are trending 7% (\$5,849) above the prior year.

**Parks Recreation Revenue/Expense Summary**

**January FY 2015-16**

*Preliminary Numbers*

**DEPT. 3101**

<b>ADMIN. AND SUPPORT</b>	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Expenses</b>							
Personnel Services	229,647	162,029	71%	208,980	162,090	-61	0%
Professional Services	0	0	0%	0	0	0	0%
Contractual Services	0	203	0%	0	0	203	0%
Other Services	7,550	4,540	60%	8,000	5,417	-877	-16%
Materials & Supplies	2,200	2,894	132%	2,600	2,738	156	6%
Repairs & Maintenance	150	0	0%	150	0	0	#DIV/0!
Other Expenses	4,230	3,482	82%	3,880	3,755	-273	-7%
Risk Management	30,980	39,711	128%	32,830	20,532	0	0%
<b>Total-Operating Expenses</b>	<b>274,757</b>	<b>212,859</b>	<b>77%</b>	<b>256,440</b>	<b>194,532</b>	<b>18,327</b>	<b>9%</b>

**DEPT. 3301**

<b>PARKS MAINTENANCE</b>	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Revenues</b>							
Field Fees	38,000	41,959	110%	38,000	38,795	3,164	8%
Picnic Fees	10,500	9,590	91%	8,005	8,765	825	9%
<b>Total Revenues</b>	<b>48,500</b>	<b>51,549</b>	<b>106%</b>	<b>46,005</b>	<b>47,560</b>	<b>3,989</b>	<b>8%</b>
<b>Expenses</b>							
Personnel Services	376,456	270,774	72%	364,499	265,557	5,217	2%
Contractual Services	131,376	97,690	74%	125,000	149,372	-51,682	-35%
Other Services	1,850	1,132	61%	2,100	1,317	-185	-14%
Materials & Supplies	48,300	40,241	83%	58,450	25,707	14,534	57%
Repairs & Maintenance	53,500	34,314	64%	49,000	29,016	5,298	18%
Other Expenses	2,495	1,301	52%	1,000	260	1,041	0%
<b>Total-Operating Expenses</b>	<b>613,977</b>	<b>445,452</b>	<b>73%</b>	<b>600,049</b>	<b>471,229</b>	<b>-25,777</b>	<b>-5%</b>
<b>Capital Outlay</b>							
Motor Vehicles	0	0	0%	81,000	29,510	-29,510	0%
Park/Playground	0	0	0%	150,000	129,179	-129,179	-100%
Lands/Grounds	181,000	166,746	92%	112,000	44,878	121,868	272%
Buildings	50,000	0	0%	50,000	0	0	0%
<b>Total Capital Outlay</b>	<b>231,000</b>	<b>166,746</b>	<b>72%</b>	<b>393,000</b>	<b>203,567</b>	<b>-36,821</b>	<b>-18%</b>
<b>Total Expenses</b>	<b>844,977</b>	<b>612,198</b>	<b>72%</b>	<b>993,049</b>	<b>674,796</b>	<b>-62,598</b>	<b>-9%</b>

**DEPT.3420**

<b>RECREATION SERVICES</b>	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Revenues</b>							
Registration & Memberships	308,000	226,449	74%	214,039	258,615	-32,166	-12%
Misc. Income	2,000	0	0%	6,000	5,795	-5,795	-100%
<b>Total Revenues</b>	<b>310,000</b>	<b>226,449</b>	<b>73%</b>	<b>220,039</b>	<b>264,410</b>	<b>-37,961</b>	<b>-14%</b>
<b>Total Expenses</b>							
Personnel Services	94,721	82,346	87%	93,841	77,560	4,786	6%
Contractual Services	266,419	208,968	78%	259,530	238,698	-29,730	-12%
Other Services	59,650	41,790	70%	60,750	34,895	6,895	20%
Materials & Supplies	11,680	5,762	49%	13,200	7,455	-1,693	-23%
Other Expenses	8,220	3,945	48%	8,370	5,119	-1,174	-23%
Repairs & maintenance	17,000	19,379	114%	17,000	21,133	-1,754	0%
Capital Outlay	0	0	0%	20,000	17,795	-17,795	-100%
<b>Total Expenses</b>	<b>457,690</b>	<b>362,190</b>	<b>79%</b>	<b>472,691</b>	<b>402,655</b>	<b>-40,465</b>	<b>-10%</b>

## Parks Recreation Revenue/Expense Summary

January FY 2015-16

*Preliminary Numbers*

**DEPT.34-BY DEPARTMENT**

RECREATION SERVICES	FY 15-16 Budget	FY 15-16 TO DATE	FY 15-16 % of Budget	FY 14-15 BUDGET	FY 14-15 TO DATE	VARIANCE OVER PRIOR YEAR	% of Change
<b>3421 General Interest</b>							
Revenues	20,000	9,064	45%	9,171	10,961	-1,897	-17%
Expenses							
Personnel Services	0	0	0%	0	0	0	0%
Contractual Services	10,000	5,806	58%	16,500	7,637	-1,831	-24%
Other Services	0	0	0%	0	0	0	0%
Materials & Supplies	0	0	0%	0	0	0	0%
Repairs & Maintenance	0	0	0%	0	0	0	0%
Other Expenses	0	0	0%	0	0	0	0%
<b>Total Expenses</b>	<b>10,000</b>	<b>5,806</b>	<b>58%</b>	<b>16,500</b>	<b>7,637</b>	<b>-1,831</b>	<b>-24%</b>
<b>3422 Athletics</b>							
Revenues	130,000	96,287	74%	88,246	110,865	-14,578	-13%
Expenses							
Personnel Services	1,615	0	0%	2,515	486	-486	-100%
Contractual Services	95,000	59,816	63%	82,000	85,281	-25,465	-30%
Other Services	1,300	0	0%	0	0	0	0%
Materials & Supplies	0	637	0%	1,500	824	-187	-23%
Other Expenses	0	0	0%	0	0	0	0%
<b>Total Expenses</b>	<b>97,915</b>	<b>60,453</b>	<b>62%</b>	<b>86,015</b>	<b>86,591</b>	<b>-26,138</b>	<b>-30%</b>
<b>3423 Cultural Arts</b>							
Revenues	7,000	7,124	102%	7,069	12,129	-5,005	-41%
Expenses							
Personnel Services	4,306	1,589	37%	4,306	1,507	82	5%
Contractual Services	2,500	400	16%	0	4,018	-3,618	-90%
Other Services	0	0	0%	0	0	0	0%
Materials & Supplies	0	0	0%	0	0	0	0%
Other Expenses	0	0	0%	0	0	0	0%
<b>Total Expenses</b>	<b>6,806</b>	<b>1,989</b>	<b>29%</b>	<b>4,306</b>	<b>5,525</b>	<b>-3,536</b>	<b>-64%</b>
<b>3424 Early Childhood</b>							
Revenues	47,000	31,529	67%	31,758	35,265	-3,736	-11%
Expenses							
Personnel Services	15,609	18,504	119%	15,609	19,658	-1,154	-6%
Contractual Services	14,000	7,484	53%	21,000	9,035	-1,551	-17%
Other Services	0	0	0%	0	0	0	0%
Materials & Supplies	1,350	1,187	88%	1,150	1,043	144	14%
Other Expenses	0	0	0%	0	50	-50	-100%
<b>Total Expenses</b>	<b>30,959</b>	<b>27,175</b>	<b>88%</b>	<b>37,759</b>	<b>29,786</b>	<b>-2,611</b>	<b>-9%</b>

**Parks Recreation Revenue/Expense Summary**  
**January FY 2015-16**  
*Preliminary Numbers*

DEPT.3420-BY DEPARTMENT							
RECREATION SERVICES	FY 15-16 Budget	FY 15-16 TO DATE	FY 15-16 % of Budget	FY 14-15 BUDGET	FY 14-15 TO DATE	VARIANCE OVER PRIOR YEAR	% of Change
<b>3425 Fitness</b>							
Revenues	33,000	18,226	55%	20,256	31,499	-13,273	-42%
<b>Expenses</b>							
Personnel Services	0	0	0%	0	0	0	0%
Contractual Services	16,000	10,098	63%	11,000	10,184	-86	-1%
Other Services	0	0	0%	0	0	0	0%
Materials & Supplies	0	0	0%	0	0	0	0%
Other Expenses	0	0	0%	0	0	0	0%
<b>Total Expenses</b>	<b>16,000</b>	<b>10,098</b>	<b>63%</b>	<b>11,000</b>	<b>10,184</b>	<b>-86</b>	<b>-1%</b>
<b>3426 Platform Tennis</b>							
Revenues	FY 15-16 Budget	FY 15-16 TO DATE	FY 15-16 % of Budget	FY 14-15 BUDGET	FY 14-15 TO DATE	VARIANCE OVER PRIOR YEAR	% of Change
Memberships/Lessons	50,000	48,678	97%	50,000	42,468	6,210	15%
Grant funding	0	0	0%	0	0	0	0%
Lifetime and donations	0	0	0%	0	0	0	0%
	<b>50,000</b>	<b>48,678</b>	<b>97%</b>	<b>50,000</b>	<b>42,468</b>	<b>6,210</b>	<b>15%</b>
<b>Expenses</b>							
Personnel Services	0	0	0%	0	0	0	0%
Contractual Services	9,919	7,278	73%	8,480	6,773	505	7%
Other Services	3,500	2,894	83%	3,500	135	2,759	2044%
Materials & Supplies	950	55	6%	100	0	55	0%
Repairs and Maintenance	15,000	17,623	117%	15,500	19,559	-1,936	0%
Other Expenses	50	50	100%	50	50	0	0%
<b>Total Operating Expenses</b>	<b>29,419</b>	<b>27,900</b>	<b>95%</b>	<b>27,630</b>	<b>26,517</b>	<b>1,383</b>	<b>5%</b>
<b>Capital Outlay</b>							
Courts project	0	0	0%	0	0	0	0%
Resurfacing/skirting	0	0	0%	20,000	17,795	-17,795	-100%
<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>20,000</b>	<b>17,795</b>	<b>-17,795</b>	<b>-100%</b>
<b>Total Expenses</b>	<b>29,419</b>	<b>27,900</b>	<b>0%</b>	<b>47,630</b>	<b>44,312</b>	<b>-16,412</b>	<b>-37%</b>
<b>3427 Special Events</b>							
Revenues	21,000	15,541	74%	7,539	15,428	113	1%
<b>Expenses</b>							
Personnel Services	2,153	4,323	201%	2,153	3,995	328	8%
Contractual Services	30,000	24,273	81%	30,000	26,490	-2,217	-8%
Other Services	1,250	2,036	163%	2,000	682	1,354	199%
Materials & Supplies	6,350	1,954	31%	7,450	3,844	-1,890	-49%
Repairs & Maintenance	0	0	0%	0	245	-245	-100%
<b>Total Expenses</b>	<b>39,753</b>	<b>32,586</b>	<b>0%</b>	<b>41,603</b>	<b>35,256</b>	<b>-2,670</b>	<b>-8%</b>
<b>3428 General Rec Administration</b>							
<b>Expenses</b>							
Personnel Services	71,038	57,930	82%	69,258	51,914	6,016	12%
Contractual Services	89,000	93,813	105%	90,550	89,280	4,533	5%
Other Services	53,600	36,860	69%	55,250	34,078	2,782	8%
Materials & Supplies	3,030	1,929	64%	3,000	1,744	185	11%
Repairs and Maintenance	2,000	1,756	88%	1,500	1,574	182	0%
Other Expenses	8,170	3,895	48%	8,320	4,774	-879	-18%
<b>Total Expenses</b>	<b>226,838</b>	<b>196,183</b>	<b>86%</b>	<b>227,878</b>	<b>183,364</b>	<b>12,819</b>	<b>7%</b>
<b>Capital Outlay</b>							
<b>Total Expenses</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total Expenses</b>	<b>226,838</b>	<b>196,183</b>	<b>86%</b>	<b>227,878</b>	<b>183,364</b>	<b>12,819</b>	<b>7%</b>

**Parks Recreation Revenue/Expense Summary**

**January FY 2015-16**

*Preliminary Numbers*

**DEPT. 3724**

<b>KLM LODGE</b>	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Revenues</b>							
KLM Lodge Revenue	160,000	166,356	104%	69,454	152,813	13,543	9%
Caterer's Licenses	15,000	13,766	92%	12,000	13,500	266	2%
<b>Total Revenues</b>	<b>175,000</b>	<b>180,122</b>	<b>103%</b>	<b>81,454</b>	<b>166,313</b>	<b>13,809</b>	<b>8%</b>
<b>Expenses</b>							
Personnel Services	65,200	60,504	93%	63,111	55,575	4,929	9%
Contractual Services	26,300	20,965	80%	26,500	17,443	3,522	20%
Other Services	46,900	25,605	55%	49,900	30,823	-5,218	-17%
Materials & Supplies	9,400	8,166	87%	10,700	6,192	1,974	32%
Repairs & Maintenance	9,250	5,276	57%	8,500	2,547	2,729	107%
Other Expenses	650	456	70%	800	492	-36	-7%
<b>Total-Operating Expenses</b>	<b>157,700</b>	<b>120,972</b>	<b>77%</b>	<b>159,511</b>	<b>113,072</b>	<b>7,900</b>	<b>7%</b>
Capital Outlay	42,000	0	0%	15,000	13,749	-13,749	-100%
<b>Total Expenses</b>	<b>199,700</b>	<b>120,972</b>	<b>61%</b>	<b>174,511</b>	<b>126,821</b>	<b>-5,849</b>	<b>-5%</b>

**DEPT. 3951**

<b>SWIMMING POOL</b>	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Revenues</b>							
Pool Resident Pass	160,000	113,187	71%	134,698	130,572	-17,385	-13%
Non-Resident Pass	12,000	27,575	230%	4,992	9,118	18,457	202%
Pool Daily Fee	65,000	55,142	85%	41,595	47,747	7,395	15%
Pool Lockers	0	0	0%	100	0	0	0%
Pool Concession	8,000	8,200	103%	8,000	8,000	200	3%
Class-Registration -Resident	26,500	19,586	74%	25,231	25,232	-5,646	-22%
Class-Registration Non-Resident	5,200	6,339	122%	4,022	4,022	2,317	58%
Private Lessons	8,000	9,575	120%	8,295	8,295	1,280	15%
Misc. Revenue (Rentals)	26,000	29,457	113%	9,037	23,111	6,346	27%
Town Team	24,500	13,432	55%	16,383	17,287	-3,855	-22%
10-Visit Pass	22,000	21,901	100%	24,053	24,123	-2,222	-9%
<b>Total Revenues</b>	<b>357,200</b>	<b>304,394</b>	<b>85%</b>	<b>276,406</b>	<b>297,507</b>	<b>6,887</b>	<b>2%</b>
<b>Expenses</b>							
Personnel Services	166,858	147,053	0%	161,475	184,787	-37,734	-20%
Contractual Services	22,750	15,311	67%	32,475	21,676	-6,365	-29%
Other Services	36,500	27,553	75%	37,000	33,783	-6,230	-18%
Materials & Supplies	30,950	21,630	70%	31,300	29,156	-7,526	-26%
Repairs & Maintenance	37,000	47,682	129%	22,000	34,437	13,245	38%
Other Expenses	6,700	3,952	59%	6,700	4,237	-285	-7%
Risk Management	0	0	0%	0	0	0	0%
<b>Total-Operating Expenses</b>	<b>300,758</b>	<b>263,181</b>	<b>88%</b>	<b>290,950</b>	<b>308,076</b>	<b>-44,895</b>	<b>-15%</b>
Capital Outlay	14,000	6,524	47%	12,000	14,078	-7,554	-54%
<b>Total Expenses</b>	<b>314,758</b>	<b>269,705</b>	<b>86%</b>	<b>302,950</b>	<b>322,154</b>	<b>-52,449</b>	<b>-16%</b>

	<b>FY 15-16 Budget</b>	<b>FY 15-16 TO DATE</b>	<b>FY 15-16 % of Budget</b>	<b>FY 14-15 BUDGET</b>	<b>FY 14-15 TO DATE</b>	<b>VARIANCE OVER PRIOR YEAR</b>	<b>% of Change</b>
<b>Capital Expenses</b>	<b>287,000</b>	<b>173,270</b>	<b>60%</b>	<b>440,000</b>	<b>249,189</b>	<b>(75,919)</b>	<b>-30%</b>
<b>Operating Expenses</b>	<b>1,804,882</b>	<b>1,404,654</b>	<b>78%</b>	<b>1,759,641</b>	<b>1,471,769</b>	<b>(67,115)</b>	<b>-5%</b>
<b>Total Expenses</b>	<b>2,091,882</b>	<b>1,577,924</b>	<b>75%</b>	<b>2,199,641</b>	<b>1,720,958</b>	<b>-143,034</b>	<b>-8%</b>
<b>Total Revenues</b>	<b>890,700</b>	<b>762,514</b>	<b>86%</b>	<b>623,904</b>	<b>769,995</b>	<b>-7,481</b>	<b>-1%</b>
Revenue Offset Difference	(1,201,182)	(815,410)	68%	(1,575,737)	(950,963)	135,553	-14%





4a

## MEMORANDUM

**DATE:** March 4, 2016  
**TO:** Chairman Banke and Members of the Parks & Recreation Commission  
**FROM:** Gina Hassett, Director of Parks & Recreation  
**RE:** Donation Policy Update

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The Parks & Recreation Commission has been reviewing a draft policy to manage donations. The policy would include, but would not be limited to the review of park accessories and pieces of public art. At the February Commission meeting, staff was asked to update the draft policy to include a list of conforming and non-conforming donation items. In addition, staff was asked to generate a list of guidelines that could be used by the Commission to evaluate non-conforming donations such as public artwork.

Staff is preparing the updated policy that will be provided to the Commission in coming weeks for review.



4b

## MEMORANDUM

**DATE:** March 4, 2016

**TO:** Chairman Banke and Members of the Parks & Recreation Commission

**FROM:** Gina Hassett, Director of Parks & Recreation

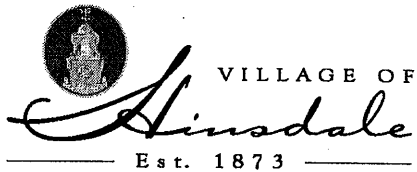
**RE:** Recreation Community Survey Update

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Over the past three years, the Village has seen a decline in pool memberships. In an effort to determine the reason for this decline, staff proposed to survey residents, focusing on non-pool users to find out their needs as it relates to swimming. In addition, it was determined that it would be beneficial to expand the survey to gain feedback regarding residents' overall recreational needs. The data collected through a survey would be used to help refine current service offerings and determine long range plans for the Community Pool.

The Village worked with Eastern Illinois University (EIU) to administer the survey. Surveys were mailed to 6,400 households in the Village and the online link was publicized through emails, social media and through local news media. The draft report summarizing the data collected was provided to the Village in February. There was a 17% (998) response rate to the survey which was a good response as the target was 5%. Staff evaluated the draft report and determined that families with younger children were under represented. Given that one goal was to use the findings to help with future planning, staff is recommending that the link to the online survey be reopened with the goal to garner more participation from this group.

Staff is making contacts with the grade schools and preschools with a goal of working with a representative of each school who will promote the participation in the survey. Once contacts are made, the survey will be reopened. The goal is to close the survey by mid-April. The University will be able to separate the data collected in the second round of surveys as well as present all data as a whole.



501

## MEMORANDUM

**DATE:** March 4, 2016  
**TO:** Chairman Banke and Members of the Parks & Recreation Commission  
**FROM:** Gina Hassett, Director of Parks & Recreation  
**RE:** Hinsdale Tennis Association License Agreement

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The Village has had a license agreement with Hinsdale Tennis Association (HTA) for the past eight years which allowed them to utilize Village courts for their instructional tennis program; courts utilized for the program are at Burns Field and Brook and Robbins Park. Each agreement has been for a period of one year. Prior to 2014, the agreement has been for a flat rate with an increase assessed annually. Starting in 2014, HTA's lesson program was brought under the operation of the department. Registration was handled through the Village. Marketing of the program increased through print ads and Facebook posts. Program revenue was split 80% to the vendor and 20% to the Village which is the standard used for the Village's recreation contractual program, no lease agreement is needed for the lesson program.

In addition to the lesson program, since 2014 the Village has issued a lease agreement to HTA that allowed utilization of Village courts for the instruction of the competitive level players. The terms of the 2015 agreement were that the Village receives a flat rate of \$1,500 for the summer season. The lessons taught in this area are for private and small groups for the highly competitive tennis players that do not fit into the group lesson model.

As reported in the fall, the net revenue generated by the HTA group tennis lessons decreased by 45% (\$1,782) over the prior year. Staff feels that several factors contributed to the decrease; competition of private and indoor club offerings, inclement weather and the program structure. Provided below is a summary of the 2015 tennis lesson revenue.

### 2015 HTA REVENUE

Group Lesson Revenue	\$12,387.00
Less 80% Payment to HTA	\$9,909.60
<b>20% Revenue to Village</b>	<b>\$2,477.40</b>
Fee Paid to Village for 2015 License Agreement	\$1,500.00
Total Revenue from HTA programs	<b>\$3,977.40</b>
2014 Payment from HTA	\$5,760.20
<b>Difference over the prior year</b>	<b>-\$1,782.80</b>

Staff has worked with HTA to modify to the 2016 group lesson program with a goal of increasing enrollment and revenue. During the summer, participants were surveyed and overall the feedback was positive. Staff has made several changes for 2016 which include modifying the number of weeks and class times as to not compete with other programs, changing program descriptions and pricing and coordinating two free tennis clinics to garner interest in youth tennis. Staff compared the Village's tennis program with those in surrounding communities and determined that the pricing for group lessons was high compared to that of other programs this has been modified for 2016.



## MEMORANDUM

### Recommendation

2016 will be the third year that HTA's group lessons will be under the Department's operation. Staff is only recommending a one year lease agreement be issued to HTA to utilize Village courts for competitive lessons. Enrollment in the competitive lessons can vary, and given that HTA handles the registration and coordinates the competitive programs, staff recommends that a lease agreement be issued in the amount of \$1,650. This is an increase of 5% over the prior year. Provided below is summary of past lease agreements and revenues. A copy of the license agreement is attached.

Staff will continue to monitor the program enrollment and evaluate the program at the end of the summer.

### HTA Tennis Lesson Revenue Summary

Year	Terms	Tennis Lesson Revenue
2008	10% payment of Gross Revenue from HTA	\$6,205
2009	10% payment of Gross Revenue from HTA	\$5,324
2010	Flat Rate Lease Agreement with HTA	\$7,500
2011	Flat Rate Per Lease Agreement	\$7,500
2012	Flat Rate Per Lease Agreement	\$7,500
2013	Flat Rate Per Lease Agreement	\$7,500
2014	80/20 split with lesson revenue with HTA; Village reimbursed vendor	\$5,774
	Flat lease agreement with HTA for competitive Lessons	\$1,500
2015	80/20 split of lesson revenue with HTA; Village reimbursed vendor	\$3,977
	Flat lease agreement with HTA for competitive Lessons (5% increase)	\$1,575
Proposed 2016	80/20 split of lesson revenue with HTA; Village reimbursed vendor	80/20 Split
	Flat lease agreement with HTA for competitive Lessons (5% increase)	\$1,650

**LICENSE AGREEMENT BETWEEN THE HINSDALE TENNIS ASSOCIATIONS  
AND THE VILLAGE OF HINSDALE**

**THIS LICENSE AGREEMENT** is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2016, between the Hinsdale Tennis Association (hereinafter referred to as the "HTA") and the Village of Hinsdale, DuPage County and Cook County, Illinois (hereinafter referred to as the "Village").

**RECITALS**

**WHEREAS**, it has been determined by the corporate authorities of the Village to permit the HTA to have a license to use the Village's tennis courts during the summer months (June-September) of the year 2016 for a competitive tennis instruction program under the terms and conditions set forth herein.

**NOW THEREFORE**, in consideration of the terms and conditions contained herein and other good and valuable consideration, the parties hereto agree as follows:

1. **RECITAL.** The above recital is substantive and is incorporated herein by reference as though fully set forth.
2. **PROGRAM AND FACILITIES.** The HTA shall use the Village's Parks and Recreation Department's tennis courts ("Facilities") to operate competitive tennis instruction program ("Program") for courses to take place during the summer months of the year 2016 from May through September. The Village shall solely be responsible to maintain the Facilities for the Program. The Village reserves the right to assign specific Facilities to be used for the Program, including times and dates for the use of the Facilities.
3. **HTA'S RESPONSIBILITIES.** The HTA shall not, without the prior written consent of the Village, make any alterations, improvements, or additions to the Facilities, nor shall the HTA cause any damage to the Village's Facilities.
4. **PAYMENT TO THE VILLAGE.** The HTA shall pay the Village for use of the Village's Facilities for the Program by remitting to the Village a fee of \$1,650 made in two installments

collected by HTA from participants for participation in the competitive lesson program. The first installment is due July 1, 2016 and the second installment is due October 1<sup>st</sup>, 2016. The HTA shall be responsible to collect all fees and shall be responsible for the registration of all competitive lesson program participants. Group and instructional lessons are coordinated through and fees processed through the Parks and Recreation Department. After the completion of the season, HTA will provide the Village with documentation on competitive participant registration and enrollment revenues for the 2016 season by January 10, 2016.

**5. COACHES, INSTRUCTORS, ASSISTANTS AND DIRECTORS.** All coaches, instructors, assistants and directors for the Program shall be employees and/or independent contractors of the HTA and shall not be considered employees or independent contractors of the Village. The HTA shall be responsible for the hiring, training, assignment, discipline and dismissal of all coaches, instructors, assistants and directors for the Program. The HTA shall solely be responsible for their benefits, wage and disability payments, pension and workers' compensation claims, damage to or destruction of equipment and clothing and medical expenses.

**6. AMENDMENTS AND MODIFICATIONS.** This Agreement may be modified or amended from time-to-time by the authorized representatives of the Village and the authorized representatives of the HTA, provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representatives of the Village and the authorized representatives of the HTA.

**7. INDEMNITY/HOLD HARMLESS PROVISION** To the fullest extent permitted by law, HTA hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Village, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this work by the HTA, its employees, or subcontractors, or which may in anywise result therefore,

except that arising out of the sole legal cause of the Village, its agents or employees, HTA shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village, its officials, agents and employees, in any such action, HTA shall, at its own expense, satisfy and discharge the same.

HTA expressly understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents and employees as herein provided.

**8. COVENANT NOT TO SUE.** The HTA forever releases and discharges the Village, its directors, officials, agents or employees from all claims, demands, damages, actions or causes of action which may arise out of the HTA's use of the Village's Facilities for the Program. The HTA covenants not to sue or otherwise bring any action in law or equity against the Village, its directors, officials, agents or employees for any claims, loss, damage, expense, debt or liability of any nature whatsoever which the HTA, its employees, and/or agents may sustain as a result of the use of the Village's Facilities.

**9. INSURANCE.** At its own expense, the HTA shall name the Village as an additional insured on any and all of its existing general and excess liability insurance policies. The HTA shall maintain during the duration of this Agreement a general liability insurance policy with a general aggregate limit of at least one million dollars (\$1,000,000.00). The Village shall remain an additional insured under said policies during the entire term of this Agreement. The HTA shall provide the Village with a copy of said policies naming the Village as an additional insured within fifteen (15) days after execution of this Agreement. During the term of this Agreement, the HTA shall keep in full force and effect workers' compensation insurance with a reputable, state registered insurance company with policy limits to cover statutory liability.

**10. DURATION OF THIS AGREEMENT.** This Agreement shall remain in full force and effect after execution by the parties, as set forth above, and shall expire on December 31, 2016.

**11. TERMINATION.** This Agreement may be terminated at any time by either party upon thirty (30) days written notice of the effective date of said termination from the terminating party. Notice of termination shall be governed by the provisions of paragraph 12 below. The HTA shall not be entitled to reimbursement of any fees remitted to the Village if this Agreement is terminated by the HTA after the Program has commenced pursuant to paragraph 2 above.

**12. NOTICE.** Any notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, or personal service to the persons and addresses indicated below or to such addresses and persons as either party hereto shall notify the other party of in writing pursuant to the provision of this paragraph.

**To the Village:**

**Katheleen Gargano, Village Manager**

Village of Hinsdale

19 East Chicago Ave

Hinsdale, IL 60521-3489

**To the HTA:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

**13. GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance.

**14. NON-ASSIGNMENT.** This Agreement shall not be assigned by either party without the written consent of the other party.

**15. BINDING AUTHORITY.** The individuals executing this Agreement on behalf of the HTA and the Village represent that they have the legal power, right and actual authority to bind their respective parties to the terms and conditions of the Agreement.



**16. EFFECTIVE DATE.** The effective date of this Agreement as reflected above shall be the date that the Village Clerk of the Village attests the signature of the Village Manager.

**IN WITNESS WHEREOF,** the parties hereto have caused this Agreement to be signed by their duly authorized representatives on the day and year first written above.

**VILLAGE OF HINSDALE**

**THE HINSDALE TENNIS ASSOCIATION**

\_\_\_\_\_  
By: Kathleen Gargano  
Its: Village Manager

\_\_\_\_\_  
By: Tom Lockhart  
Its: President

**ATTEST**

**ATTEST**

\_\_\_\_\_  
By: Christine Bruton  
Its: Village Clerk

\_\_\_\_\_  
By:  
Its: