



MEETING AGENDA

**MEETING OF THE
PARKS AND RECREATION COMMISSION**
Tuesday, January 16, 2018
7:00 p.m.
Memorial Hall – Memorial Building
(Tentative and Subject to Change)

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENT**
- 3. APPROVAL OF MINUTES – December 12, 2017**
- 4. LIAISON REPORTS**
 - a) Gateway Special Recreation Association Report
- 5. MONTHLY REPORTS**
 - a) Recreation Staff Report- December 2017
- 6. OLD BUSINESS**
 - a) Park Benches
 - b) Super Pass Update
- 7. NEW BUSINESS**
 - a) Bench Donation- Greg & Tora Ellis
 - b) Park Bench Sponsorship- Craig Bradley
 - c) Park Donation- Adam Linn
- 8. CORRESPONDENCE**
- 9. OTHER BUSINESS**
- 10. ADJOURNMENT**

Items listed on the agenda will be discussed and considered by the Commission. The Commission welcomes public comment on the agenda items during discussion. Items recommended for Board of Trustee approval at this meeting may be referred to the Board for further consideration at their next meeting.

The Village of Hinsdale 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 Darrell Langlois, ADA Coordinator, at 789-7014 or by TDD at 789-7022 promptly to allow the Village of Hinsdale to make reasonable accommodations for those persons.

Visit the Village's Web Site at www.villageofhinsdale.org

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

Tuesday, December 12, 2017
Memorial Building Board Room
6:30 PM

Chairman Waverley called the meeting of the Parks and Recreation Commission to order at 6:32 p.m. at the Memorial Building Board Room.

Members Present: Chairman Waverley, Commissioners Baker, Boruff, Conboy, George, Hester and Keane

Members Absent: None

Staff Present: Heather Bereckis, Superintendent of Parks and Recreation
Sammy Hanzel, Recreation Supervisor
Brad Bloom, Assistant Village Manager/ Director of Public Safety
Linda Copp, Administrative Assistant

Public Comment
None

Approval of Minutes

Commissioner Boruff moved approval of the October 10, 2017 Park and Recreation Commission meeting minutes. Commissioner Baker seconded and the motion passed unanimously.

Gateway Special Recreation Association Report

Ms. Bereckis gave the report. Registration for current programs with Hinsdale is down but even with last year overall. Our contribution is determined by the overall registration numbers. The rate will probably remain about the same. Commissioner Boruff asked if it is obvious to the younger generation of Gateway. Ms. Bereckis stated that anyone over age 13 currently receives the Ray Graham information. The team at the Special Olympics won first place in volleyball.

Monthly Reports

Ms. Bereckis presented the staff report for November, 2017. KLM revenue is \$98,115 with the same amount of events in October but less revenue from the events because of the size of the events. January 2018 has twice as many events as 2015 so good things are happening from the marketing. The majority of the bookings in September and October are weddings. There are some corporate events in January.

The winter/spring brochure went out last week and registration began Dec. 11. Special events were Breakfast with Santa that had about 80 attend. The Holiday Express is this weekend and the egg hunt is in March. Fields and parks have been closed down for the winter except for KLM and Burns. The ice rink is set but the weather is not cold enough to put in the liner. Hopefully there will be ice for Christmas weekend, but it is weather dependent. There will be supervised hours on the weekends and hot chocolate will be available. There is signage at the rink that says skate or no skate and it is posted on social media.

Ms. Bereckis stated that platform tennis memberships are ahead of last year primarily due to the \$50 late fee being added. Some work has been done to the heaters. Ms. Bereckis shared a memo

from John Finnell showing what his 3 staff did for the month of November. Mr. Bereckis commented on some of the questions that the Commissioners had regarding the maintenance issues.

Ms. Bereckis shared the October financial report. Field rentals were down in the spring due to the wet weather but fall was better. The invoices for fall usage have been sent. Picnic shelter revenue should stay about the same. The new horticulturist is responsible for all the plantings downtown. Programming has improved and we are doing more joint programming with the Community House. Fitness revenue is down slightly but that is primarily due to the timing of the invoice. Admin expenses have increased due to Sammy Hanzel now being full time rather than part time. There have been unexpected repairs at KLM due to the age of the building but the wireless is working all the way to the pergola. Pool passes have decreased and there was a slight decrease in swim lessons but town team attendance increased. Operating expenses have decreased and there will be some work done to the pool in the spring.

Old Business

- 1) KLM Marketing Update – Ms. Bereckis stated that for the 3 months data show increased leads and the lodge can be found on the first page. SEO report shows the lodge as #1 in wedding venues. The search is being made so it is easier to find rather than going through the Village website. Staff is collecting data for all the search results. Staff feels the marketing is going in the right direction and will keep this approach for at least six months to follow the trends.

Commissioner Boruff asked if we are able to track the booking to the conversion. Ms. Bereckis stated that she is fairly confident that the marketing is working. Ms. Bereckis commented on how the Lodge staff is making improvements.

Commissioner Hester mentioned that she would love to hear what Hilary and Melinda are doing to improve the facility. Ms. Bereckis stated that wedding and baby showers have been coming in for the mornings when there might be weddings in the afternoon and evening. Commissioner Conboy asked how many emails are available for inquiries. Ms. Bereckis will find out from lodge staff.

- 2) Park Benches – Ms. Bereckis stated that all the benches in the packet were sent by the Commissioners. There is \$30,000 in the capital budget or \$800 per bench. Commissioner Baker asked about the benches that need replacement. Ms. Bereckis stated that when the Commission chooses a style, 35 player style benches would be replaced. They are the wooden style benches with one back piece and one seat. The steel benches would be kept. The benches must be sunk into the ground so it would not need a concrete pad and it would be in open park space.

The Commission discussed having wood vs metal. Ms. Bereckis suggested that they would have to be stained treated wood to save on maintenance. The Commission liked the sample bench with the armrests from Western Springs but want to see a sample of the resin material. Mr. Bloom stated that the Commission needs to make a decision so the cost can be put into the budget. The discussion regarding the bench type will continue at the January meeting.

- 3) HPTA Update – Chairman Waverly gave an update on the discussions with HPTA. The Village and members of HPTA have met six times to modify the agreement that expired on November 31. HPTA has a list of items that they would like to see for the program. There is no long term plan on the Agreement and there is no financial incentive for new memberships. The plan presented to HPTA is for them to take over the platform tennis

program and they would pay us a rental fee. HPTA wants to expand the hut with more bathrooms and a bigger kitchen. They have until the end of January to provide an answer.

- 4) Super Pass Update – Ms. Bereckis commented on going to the lottery system for selling the super passes. This will allow everyone the equal opportunity to get one. Clarendon Hills wanted to reduce the number allowed for Hinsdale this year. The current agreement is each community keeps the revenue from the sales. Ms. Bereckis stated that the proposal to Clarendon Hills was a 60/40 split because we spend a lot of money on marketing. Clarendon Hills did not like that split and wanted 40/60 with Hinsdale getting 40%. Ms. Bereckis stated that all super passes will be \$50 each in addition to the regular pool pass fee.

Ms. Bereckis stated that the proposal to Clarendon Hills will be a 50/50 split and ask for an increase of at least 150 passes. Commissioner Baker suggested to start at 250 passes. The recommendation will be a 50/50 split with Hinsdale getting 250 passes and a minimum of 150.

New Business

- 1) End of Season Pool Report – Ms. Bereckis highlighted some of the items from the report. Daily fees were done 100% because of the cold August. There has been a decline in swim lessons but an increase in swim team. Concessions had a loss and there has been little communication with him. Salaries were up due to raising the base rate in order to secure guards. Normal staff are sent home due to low attendance or cool temperatures. Ms. Bereckis commented on the graphs in the report.

Ms. Hanzel commented on extending the length of town team and the positive feedback about the water polo camp. Two of the town team coaches taught the water polo camp. Dive lessons were full and very popular. There was limited availability from the instructor. Some new special events were held including the cardboard boat regatta. Some ideas for next summer will be Christmas in July and taco day. The surveys showed that most people were unhappy with the condition of the locker rooms and the deck chairs. Patrons would like to see improvements. Ms. Bereckis stated that the women's locker room floor continues to be an issue due to the type of floor that it is and it has been painted. Staff is looking at options to improve the locker room floors.

Ms. Bereckis commented on the specials that were supposed to be offered. Mr. Cramer never made the board for the specials and did not offer the ice cream that was discussed. Ms. Bereckis is suggesting his contract not be renewed and send the Concession Agreement out to bid.

This year there were only two birthday parties and rentals are down because the high school is not renting the pool any longer. Commissioner Boruff asked about the numbers for maintenance. Ms. Bereckis thinks the profit will be about \$50,000. Ms. Bereckis stated that the only capital item will be the climbing wall. The deck chairs are under \$10,000 so they are not a capital expense.

- 2) 2010 Pool Audit – Ms. Bereckis mentioned that the pool is reaching its longevity in about four years and that a new audit is necessary. It will need to test the soil and look at the structures in more detail. The audit would be done sometime after May 1st. The Commission suggested to have the audit done when the pool is open. Ms. Bereckis stated that some of the walls are soft and repairs have to be made. The water department has a good handle on the maintenance of the pool but there are definite sinking issues of the pump house.

Correspondence

None

Other Business

Ms. Bereckis stated that there have been six requests for bench donations. All trees go through John Finnell and not through the Parks and Recreation Commission. The January meeting will be January 16, 2018.

Adjournment

Since there was no further business to come before the Commission, Commissioner George moved to adjourn. Commissioner Baker seconded and the motion passed unanimously. The meeting of the Parks and Recreation Commission was declared adjourned at 9:09 pm.

Respectfully submitted,

Linda Copp, Administrative Assistant

Gateway Special Recreation Association

Board Meeting

Thursday, December 14, 2017

3:00 PM

Oakbrook Family Recreation Center

1450 Forest Gate Road

Oakbrook, IL 60523

- I. CALL TO ORDER
- 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 the November, 2017 Regular Meeting Minutes
 - B. Approval of December, 2017 Check Register
 - C. Approval of December, 2017 Treasurer's Report
- VI. REPORTS
 - A. RGA Monthly Report
- VII. OLD BUSINESS
 - A. Articles of Agreement
 - B. Audit 2016/2017
- VIII. NEW BUSINESS
 - A.
- 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

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**GATEWAY SRA
CHECK REGISTRY
Date**

Check #	Issued to	Description	Amount	Total
1952	Knutte & Associates, P.C.	Certified Audit of Accounts	\$ 3,800.00	\$ 3,800.00
1953	JMS Auto Service	Power Steering and Alignment	\$ 1,106.49	\$ 1,106.49
1954	Ray Graham	Summer Camp Transportation	\$ 5,132.28	\$ 5,132.28
1956	Village of Hinsdale	Fuel Usage	\$ 403.79	\$ 403.79
			\$ -	\$ -
Totals				\$ 10,442.56

Bank Accounts Reconciled as of	
General Checking Account	\$ 1,956.07
Money Market Account	\$ 169,875.58
Totals	\$ 171,831.65
Check Registry	\$ 10,442.56
Outstanding check Total	\$ -
Balance after Check Registry	\$ 161,389.09

**Gateway SRA Board Meeting
December 13, 2017
RGA Report**

**Fall 2016/2017 Program Comparison
As of 12/13/2017**

2016 Program Season	Number of programs Offered	Number of Programs Canceled
Winter	29	1
Spring	37	0
Summer	32 6 Camp options	2
Fall	47	2
Total:	151	4

2017 Program Season	Number of programs Offered	Number of Programs Canceled
Winter/Spring	51	0
Summer	46 6 Camp options	2
Fall	50	6
Total:	153	8

Cancelled Fall Programs as of 12/13/2017

- Farmers Market
- After School Club
- Gone Fishin'
- Gators Cheerleading

Full Programs as of 12/13/2017

- Horsemanship – 1 waiting list
- Northern Social Club – No wait list
- Basketball Conditioning – No wait list
- Hollywood Blvd Meal and Movie – No Wait list
- Shop Till You Drop – No Wait list

Gateway Staff Update

We currently have the following positions open:

- 1 Recreation Coordinator – Day Camp Director and Special Events
- 3 Recreation Leaders
- 4 Recreation Aids

Gateway Vehicles Update

Vehicle	Mileage	Maintenance
192	84, 423	Oil Change
171	130, 435	Power steering line/wheel alignment
170	53, 612	Oil Change
283	15, 261	N/A

Scholarships Status as of 12/13/2017

- Elmhurst - \$550
- Westchester - \$183
- Burr Ridge - \$100
- Willowbrook - \$202
- Hinsdale - \$40

Winter/Spring 2018 Brochure

Gateway SRA winter/spring brochure have been mailed and registration is available online through the Gateway SRA website. Booklets will be delivered to members districts on Friday and early next week.

RGA/Gateway SRA Staffing

Gateway SRA/RGA Recreation Coordinator Jillian Schneider has submitted a 2 weeks' notice, and will be leaving our program to start a new position with Special Olympics of Illinois. Her last day will be December 22. Jillian has worked for RGA/Gateway SRA program since February of 2015 and in that time she has created new programs for our young adults and youth programs, added a new summer day camp group, improved some of our health and wellness programs, and coordinated some fantastic special events and overnight weekend adventures. We are sad to see her go but excited for her future and new endeavors with Special Olympics of Illinois. We have internally posted the to RGA's career board and as of Friday, December 14th the open position will be posted to the IPRA website's job board under the Therapeutic Recreation Section. Applications will be accepted through January 12 with interviews being conducted shortly after that.

We also currently have 7 part time positions available and we will be pushing hard to recruit to fill those positions in the coming weeks.

Program Highlights

Special Olympics Basketball

Gateway SRA Gator Basketball program began in November. We have 4 teams this year. Our teams have had a fantastic start to their season's games beginning in December with a few wins and a few very close games. We have attached pdf copies of each team's schedules. We encourage our member agencies to try and make it out to a home game here or there to see our teams in action. You won't be disappointed, our games are very exciting to watch and cheer for.

I will have a full fall programming highlight for January's board meeting.

**Gateway Special Recreation Association
Annual Financial Report
For The Year Ended June 30, 2017**

This draft report and the corresponding journal entries have been approved

Name:

Title:

Signature:

Date:

Preliminary and tentative

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**For review and discussion
purposes only!**

**Gateway Special Recreation Association
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For The Year Ended June 30, 2017**

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INDEPENDENT AUDITORS' REPORT

To The Board of Directors
Gateway Special Recreation Association
Westchester, Illinois

Report on the Financial Statements

We have audited the accompanying basic financial statements of the Gateway Special Recreation Association as of and for the year ended June 30, 2017, which collectively comprise the Association's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these basic financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of these basic financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinion on these basic financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the basic financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Preliminary and tentative

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Opinion

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the Gateway Special Recreation Association, as of June 30, 2017, and the respective changes in financial position and cash flows, where applicable, thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an

The Supplementary Information listed in the accompanying table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements of the Gateway Special Recreation Association. The Supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statements for the year ended June 30, 2017, and in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

October 19, 2017
Darien, Illinois

Preliminary and tentative

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**For review and discussion
purposes only!**

Gateway Special Recreation Association
Statement of Net Position
June 30, 2017

	Business Type Activities
ASSETS	\$ 155,546
Cash	155,546
TOTAL ASSETS	0
TOTAL DEFERRED OUTFLOWS	
LIABILITIES	9,909
Accounts Payable	9,909
TOTAL LIABILITIES	0
TOTAL DEFERRED INFLOWS	
NET POSITION	145,637
Unrestricted Net Position	\$ 145,637
TOTAL NET POSITION	

See Accompanying Notes To The Financial Statements.

Preliminary and tentative

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Gateway Special Recreation Association
Statement of Activities
For The Year Ended June 30, 2017

OPERATING REVENUES

Member Contributions	\$ 516,608
Donations	1,250
TOTAL OPERATING REVENUES	<u>517,858</u>

OPERATING EXPENSES

Contractual Services	439,140
One on One Service	4,306
Vehicle Fuel, Maintenance, and Repair	19,233
Professional Services	555
Audit Services	3,800
Financial Assistance	3,573
Insurance	2,106
Transportation Services	3,043
Transportation Fund	11,207
Website IT	1,224
Miscellaneous	260
TOTAL OPERATING EXPENSES	<u>488,445</u>

OPERATING INCOME

29,412

NON-OPERATING INCOME

Interest Income	969
TOTAL NON-OPERATING INCOME	<u>969</u>

CHANGE IN NET POSITION

30,381

NET POSITION

BEGINNING OF YEAR	<u>115,256</u>
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END OF YEAR

\$ 145,637

See Accompanying Notes To The Financial Statements.

Preliminary and tentative

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For review and discussion
 purposes only!

Gateway Special Recreation Association
Statement of Cash Flows
For The Year Ended June 30, 2017

CASH FLOWS FROM OPERATING ACTIVITIES

Cash Received from Members and Participants	\$ 296,024
Interest Received	969
Cash Paid to Suppliers	(478,726)
Interest Paid	0
Income Taxes Paid	0
	<u>0</u>

NET CASH USED IN OPERATING ACTIVITIES

(181,733)

NET DECREASE IN CASH AND CASH EQUIVALENTS

(181,733)

**CASH AND CASH EQUIVALENTS,
BEGINNING OF YEAR**

337,279

END OF YEAR

\$ 155,546

**RECONCILIATION OF CHANGE IN NET POSITION TO
NET CASH USED IN OPERATING ACTIVITIES**

Change in Net Position	<u>\$ 30,381</u>
------------------------	------------------

Adjustments to Reconcile Change in Net Position to Net Cash
Used In Operating Activities

Change in Certain Liabilities:

Accounts Payable	9,719
Unearned Revenue	(221,833)
Total Adjustments	<u>(212,114)</u>

NET CASH USED IN OPERATING ACTIVITIES

\$ (181,733)

Preliminary and tentative

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See Accompanying Notes To The Financial Statements.

For review and discussion
purposes only!

**Gateway Special Recreation Association
Notes To The Financial Statements
For The Year Ended June 30, 2017**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Gateway Special Recreation Association is a cooperative association of park districts and municipal entities that have organized to jointly provide recreation services for individuals with disabilities. The member agencies include the Park Districts of Burr Ridge, Elmhurst, Oak Brook, Pleasant Dale, Westchester, and York Center, and the Villages of Countryside, Hinsdale and Willowbrook. A summary of significant accounting policies is as follows:

A. Reporting Entity

The Association follows the provisions of Governmental Accounting Standards Board Statement No. 39, "Determining Whether Certain Organizations Are Component Units – an amendment of GASB Statement No. 14". As defined by generally accepted accounting principles established by GASB, the financial reporting entity consists of the primary government, as well as its component units, which are legally separate, tax-exempt entities and meet all of the following criteria:

1. The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents.
2. The primary government, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization.
3. The economic resources received or held by an individual organization that the specific primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to that primary government.

The Association has concluded that no entities meet the criteria of Statement 39 for inclusion as a component unit. Likewise, the Association is not required to be included as a component unit of any other entity.

Governmental Accounting Standards Board Statement No. 61, "The Financial Reporting Entity", is an amendment of GASB Statements No. 14 and No. 39, which does not have impact on the current year financial statements.

As of July 1, 2012, the Association has implemented GASB Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position". The objective of this Statement is to improve financial reporting by standardizing the presentation of deferred outflows of resources and deferred inflows of resources and their effect on a government's net position.

As of July 1, 2012, the Association has implemented GASB Statement No. 65 "Items Previously Reported as Assets and Liabilities". The objective of this statement is to establish accounting and financial reporting standards that reclassify as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities. The Statement also recognizes as outflows of resources or inflows of resources certain items that were previously reported as assets and liabilities.

Preliminary and tentative

DRAFT

**For review and discussion
purposes only!**

**Gateway Special Recreation Association
Notes To The Financial Statements (Continued)
For The Year Ended June 30, 2017**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation

The Government-Wide Financial Statements require three statements to be shown as basic financial statements for all stand-alone enterprise fund entities. They are the Statement of Net Position, which presents the financial condition of the governmental activities of the Association at fiscal year end, the Statement of Activities, which presents a comparison between direct expenses and program revenues for the Association's activities, and the Statement of Cash Flows. All statements are prepared on the accrual basis.

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The Association has one fund which operates as a stand alone enterprise fund whose function is to provide special recreation.

C. Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or the economic asset is used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The current financial resources measurement focus and the modified accrual basis of accounting are followed by the governmental funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual, i.e., both measurable and available to finance the Association's operations. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Member agency contributions and fundraising revenues are the primary revenue sources susceptible to accrual. All revenues are recognized when cash is received. Expenditures are recorded when the related fund liability is incurred.

**Gateway Special Recreation Association
Notes To The Financial Statements (Continued)
For The Year Ended June 30, 2017**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Measurement Focus

The basic financial statements are presented using the flow of economic resources measurement focus, which means all assets, deferred outflows, liabilities, and deferred inflows are included on the Statement of Net Position and the operating statements present increases and decreases in net position.

E. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

F. Budgetary and Budgetary Accounting

The Board of Directors followed these procedures in establishing the budgetary data reflected in the financial statements. The Directors submit to the Board of Directors a proposed operating budget for the upcoming fiscal year commencing July 1. The operating budget includes proposed expenditures and the means for financing. The operating budget is based upon the recommendation of the Director and the Board Finance committee. The Board of Directors has the power to amend the Budget in the same manner as its original enactment.

G. Cash and Cash Equivalents

For purposes of reporting cash flows, cash and cash equivalents are defined as cash on hand, amounts held at financial institutions, and short-term highly liquid investments that are readily convertible to known amounts of cash. Investments with an original maturity of three months or less are considered short-term for these purposes.

H. Capital Assets

Depreciation of all exhaustible capital assets over the threshold of \$1,000 is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Vehicles

5Years

Gateway Special Recreation Association
Notes To The Financial Statements (Continued)
For The Year Ended June 30, 2017

NOTE 2 - CASH AND CASH EQUIVALENTS

A. Deposits

At June 30, 2017, the carrying amount of the Association's deposits and the bank balance was \$155,546, respectively.

B. Policies and Investments

It is the policy of the Association to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Association and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objective of the policy is safety (preservation of capital and protection of investment principal), liquidity and yield.

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank's failure, the Association's deposits may not be returned to it. The Association's investment policy requires pledging of collateral of all bank balances in excess of federal depository insurance with the collateral held by a third party in the Association's name.

The Association limits its exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in obligations guaranteed by the United States Government or securities issued by agencies of the United States Government that are explicitly or implicitly guaranteed by the United States Government.

NOTE 3 - CAPITAL ASSETS

A summary of the changes in capital assets for the year follows for the business-type activities. Depreciation expense for the year ended June 30, 2017 was \$0.

	Balance June 30, 2016	Additions	Retirements	Balance June 30, 2017
Capital Assets Subject to Depreciation				
Vehicle #1	\$ 43,175	\$ 0	\$ 0	\$ 43,175
Vehicle #2	15,000	0	0	15,000
Vehicle #3	15,000	0	0	15,000
Total	73,175	0	0	73,175
Less Accumulated Depreciation				
Vehicle #1	(43,175)	0	0	(43,175)
Vehicle #2	(15,000)	0	0	(15,000)
Vehicle #3	(15,000)	0	0	(15,000)
Total Accumulated Depreciation	(73,175)	0	0	(73,175)
Net Capital Assets	\$ 0	\$ 0	\$ 0	\$ 0

~~Preliminary and tentative~~

DRAFT

For review and discussion
purposes only!

**Gateway Special Recreation Association
Notes To The Financial Statements (Continued)
For The Year Ended June 30, 2017**

NOTE 4 - MEMBERS CONTRIBUTIONS

Contributions received from members during the 2017 - 2018 fiscal year were:

Burr Ridge Park District	\$	32,099
Village of Countryside		17,347
Elmhurst Park District		193,993
Oak Brook Park District		34,194
Pleasant Dale Park District		35,570
Village of Hinsdale		72,943
Village of Willowbrook		37,044
Westchester Park District		72,519
York Center Park District		20,899
	<u>\$</u>	<u>516,608</u>

NOTE 5 - RISK MANAGEMENT

The Association is exposed to various risks related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and net income losses.

The Gateway Special Recreation Association is a member of IPARKS, a self-insurance pool initiated by the Illinois Association of Park Districts. The IPARKS program is designed to provide Illinois Association of Park District member agencies with those coverages necessary to properly protect their assets. The relationship with IPARKS is governed by an intergovernmental cooperative contract, which specifies how the contribution (premium) dollars are handled, how members join and withdraw and the roles of the board of directors and the administrator.

The following table is a summary of insurance coverage in effect at June 30, 2017:

Legal Liability - Third Party Claims		
\$	2,000,000	Per Occurrence of Bodily Injury, Property Damage, Personal Injury, and Advertising Liability.
\$	5,000	Per Person for Premises Medical Payments
	Included	Legal Liability - Real & Personal
	Included	
	(if applicable)	Day Care/Pre-School Sexual Abuse Liability
	N/A	Law Enforcement Operations
	N/A	No Benefit Per Occurrence of Employee Benefit Liability.
\$	2,500	Each Claim of Broad Legal Defense
\$	5,000	Aggregate Claim of Broad Legal Defense
\$	3,000	Aggregate of Moral Obligation to Pay
\$	1,000,000	Each Occurrence of Cyber Liability
\$	1,000,000	Aggregate Cyber Liability

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**Gateway Special Recreation Association
Notes To The Financial Statements (Continued)
For The Year Ended June 30, 2017**

NOTE 5 – RISK MANAGEMENT (CONTINUED)

Wrongful Acts Coverage		
\$	2,000,000	Limit of Liability Per Occurance
\$	1,000	Deductible Each Claim
Automobile Liability and Physical Damage Coverage		
N/A		Bodily Injury & Property Damage
N/A		Per Person for Medical Payments
\$	2,000,000	Hired & Non-owned Automobile
Uninsured/Underinsured Motorists		
N/A		Each Member
N/A		Each Accident

NOTE 6 - SUBSEQUENT EVENTS

The date to which events occurring after June 30, 2017, the date of the most recent balance sheet, have been evaluated for possible adjustment to the financial statements or disclosure is October 19, 2017, the date on which the financial statements were available to be issued.

Preliminary and tentative

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Gateway Special Recreation Association
Schedule of Revenues, Expenses and Changes in Net Position
Budget and Actual
For The Year Ended June 30, 2017

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
OPERATING REVENUES				
Member Contributions	\$ 516,609	\$ 506,479	\$ 516,608	\$ 10,129
Donations	0	0	1,250	1,250
TOTAL OPERATING REVENUES	<u>516,609</u>	<u>506,479</u>	<u>517,858</u>	<u>11,379</u>
OPERATING EXPENSES				
Contractual Services	441,421	433,040	439,140	(6,100)
One on One Service	12,000	12,000	4,306	7,694
Vehicle Fuel, Repair, and Insurance	18,750	22,000	19,233	2,767
Professional Services	5,500	5,000	4,355	645
Financial Assistance	4,000	4,000	3,573	428
Insurance	2,310	2,240	2,106	134
Transportation Services	6,000	8,510	3,043	5,467
Transportation Fund	11,207	10,000	11,207	(1,207)
Website IT	4,000	0	1,224	(1,224)
Miscellaneous	1,000	1,000	260	740
TOTAL OPERATING EXPENSES	<u>506,188</u>	<u>497,790</u>	<u>488,445</u>	<u>9,345</u>
OPERATING INCOME	<u>10,421</u>	<u>8,689</u>	<u>29,412</u>	<u>20,723</u>
NON-OPERATING INCOME				
Interest Income	250	150	969	819
TOTAL NON-OPERATING INCOME	<u>250</u>	<u>150</u>	<u>969</u>	<u>819</u>
CHANGE IN NET POSITION	<u>\$ 10,671</u>	<u>\$ 8,839</u>	<u>30,381</u>	<u>\$ 21,542</u>
NET POSITION				
BEGINNING OF YEAR			115,256	
END OF YEAR			<u>\$ 145,637</u>	

Preliminary and tentative

DRAFT

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59.

MEMORANDUM

DATE: January 16, 2018

TO: Chairman Waverley and Members of the Parks & Recreation Commission

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: November Staff Report

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

Katherine Legge Memorial Lodge

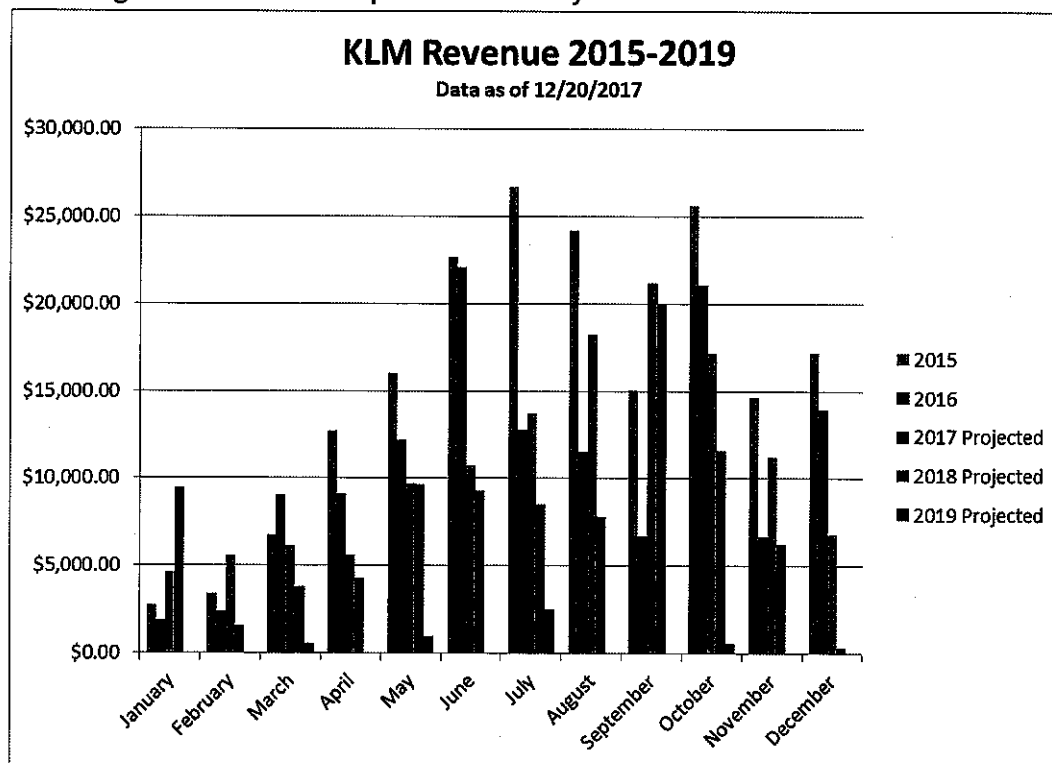
Preliminary gross rental and catering revenue for the fiscal year to-date is \$109,365. Rental revenue for the Seventh month of the 2017/18 fiscal year is \$11,250. In November, there were nine events held at the Lodge, which is one more than the prior year. Expenses through November are up 6% (\$851) over the prior year; this is due to the additional event being held.

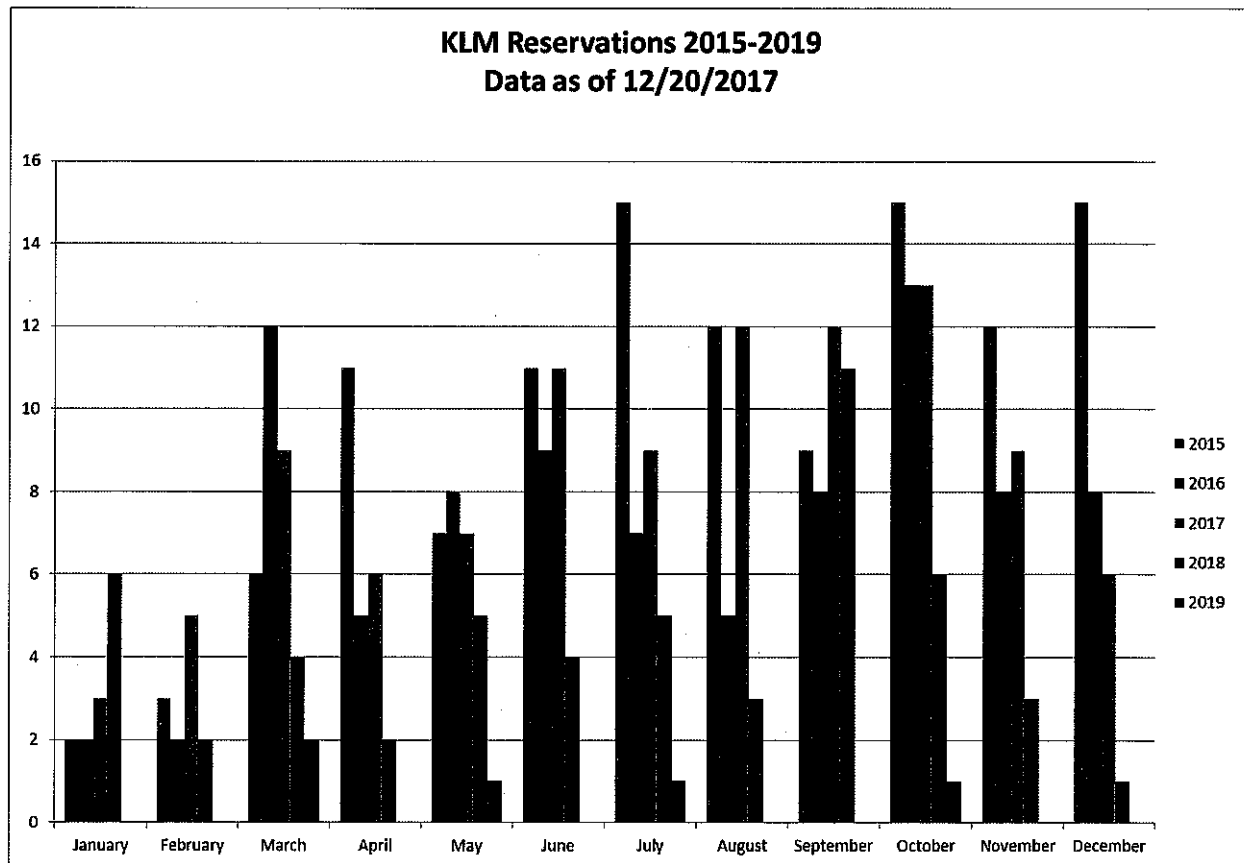
REVENUES	November		YTD		Change Over the Prior year	2017-18 Annual Budget	FY 17-18 % of budget	2016-17 Annual Budget	FY 16-17 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
KLM Lodge Rental	\$6,700	\$11,250	\$99,485	\$97,865	(\$1,620)	\$160,000	61%	\$180,000	55%
Caterer's Licenses	\$0	\$0	\$9,000	\$11,500	\$2,500	\$11,000	105%	\$15,000	60%
Total Revenues	\$6,700	\$11,250	\$108,485	\$109,365	\$880	\$171,000	64%	\$195,000	56%
EXPENSES	November		YTD		Change Over the Prior year	2017-18 Annual Budget	FY 17-18 % of budget	2016-17 Annual Budget	FY 16-17 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
Total Expenses	\$14,534	\$15,385	\$79,265	\$84,229	\$4,964	\$197,651	43%	\$212,741	37%
Net	(\$7,834)	(\$4,135)	\$29,220	\$25,136	(\$4,084)				

MEMORANDUM

KLM Gross Monthly Revenues							
Month	2011/12 FY	2012/13 FY	2013/14 FY	2014/15 FY	2015/16 FY	2016/17 FY	2017/18 FY
May	\$ 8,561	\$ 8,801	\$ 16,796	\$ 13,745	\$ 16,000	\$ 12,200	\$ 9,600
June	\$ 11,156	\$ 10,745	\$ 26,818	\$ 17,450	\$ 22,770	\$ 22,845	\$ 12,595
July	\$ 13,559	\$ 9,786	\$ 18,650	\$ 12,909	\$ 27,475	\$ 12,550	\$ 13,950
August	\$ 17,759	\$ 18,880	\$ 19,579	\$ 25,350	\$ 24,775	\$ 11,500	\$ 18,130
September	\$ 14,823	\$ 14,498	\$ 12,137	\$ 24,510	\$ 15,250	\$ 12,645	\$ 15,560
October	\$ 16,347	\$ 15,589	\$ 14,825	\$ 23,985	\$ 25,580	\$ 21,045	\$ 16,780
November	\$ 8,256	\$ 11,612	\$ 8,580	\$ 14,724	\$ 14,825	\$ 6,700	\$ 11,250
December	\$ 8,853	\$ 10,265	\$ 13,366	\$ 17,290	\$ 17,200	\$ 13,457	
January	\$ 1,302	\$ 4,489	\$ 250	\$ 8,450	\$ 2,850	\$ 4,624	
February	\$ 2,301	\$ 6,981	\$ 7,575	\$ 3,120	\$ 2,400	\$ 4,550	
March	\$ 2,506	\$ 7,669	\$ 4,245	\$ 6,725	\$ 8,945	\$ 5,944	
April	\$ 2,384	\$ 4,365	\$ 3,600	\$ 12,695	\$ 9,125	\$ 4,300	
total	\$ 107,807	\$ 123,680	\$ 146,421	\$ 180,953	\$ 187,195	\$ 132,360	\$ 97,865

The graph below shows the past three years of lodge revenue and the upcoming year's projection. Future predictions are based on the average revenue from the event type. Also included below are charts indicating the number of reservations and reservation type by month. Typically, events are booked 6-18 months in advance of the rentals; however, if there are vacancies, staff will accept reservations within 5 days of an event. These tracking devices will be updated monthly.





Staff is now working to implement the approved marketing plan for the 2017/18 FY, including the addition of Search Engine Optimization (SEO) and progressive marketing through The Knot. Details on this were presented at the August Parks & Recreation Commission meeting and were reevaluated at the December Parks & Recreation (P&R) Meeting. Daily leads are being received from the upgraded Knot.com advertising and lodge staff is tracking the conversion rate from leads to bookings. Staff will be presenting the six month conversion report from theKnot.com and the analytics report from Linchpin (SEO Company) at the March P&R Commission Meeting.

Upcoming Brochure & Activities

Brochure & Programming

Winter/Spring Brochure planning has been completed, with the delivery for residents having taken place on December 4th. Registration for Winter/Spring programs began on December 11th. New programs for this brochure include youth pickleball, archery, badminton, meditation, and Junior Firefighters. Summer brochure planning is now underway, with an expected delivery date of March 19th.



MEMORANDUM

Special Events

Breakfast with Santa was held at KLM Lodge on December 2nd. The event was well attended and received with over 90 people in attendance. The event provided an expanded continental breakfast, crafts, and the opportunity to take photos with Santa.

The Holiday Express took place on December 17th, with nearly 300 Hinsdale residents riding to the North Pole (Aurora Roundhouse). Participants disembarked the train and were treated to either a breakfast or lunch buffet, took photos with Santa and Mrs. Claus, watched a holiday magic show and decorated crafts. The next upcoming special event is the Easter Egg Hunt on March 31st. This event is held in collaboration with The Community House in Robbins Park.

Field & Park Updates

Fields/Parks

Fall Fields usage finished during the 3rd week of November. Final payment invoices for rentals were sent out on November 15th. Staff will begin booking Spring Field space in early January. Public Service staff has completed winterizing park irrigation and bathrooms. All facilities with the exception of KLM and Burns will be closed for the season.

Staff has also begun preparation for setting up the Burns Field ice rink. Temperatures need to be consistently in the high 20's with frozen ground for the rink to be filled. Once these conditions are in place, Public Services staff will fill the rink and monitor it until it is able to be opened for skating. The warming house will have unsupervised open hours on M-F from 3:30-6:30pm, with the Police Department closing the facility each night. Weekend hours will be staffed from 10am-6pm. Staff will be monitoring the ice, bathrooms, and fire places as well as offering hot chocolate.

Platform Tennis

Memberships

Preliminary gross revenue for the 2017/18 fiscal year through the seventh month is \$61,775. Expenses through October are down 25% (\$1,311) over the prior year; this is a result of the work done early in the season to the electrical system in preparation for the capital walkway improvements. Overall net revenue is \$43,665 which is 51% (\$22,484) higher than the same period of the prior year. A breakdown of membership revenue through December 18th is included below.



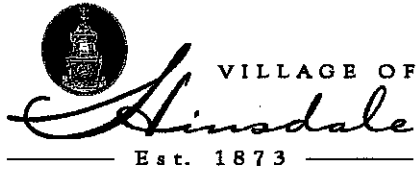
MEMORANDUM

REVENUES	November		YTD		Change Over the Prior year	2017-18 Annual Budget	FY 17-18 % of budget	2016-17 Annual Budget	FY 16-17 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
Membership Passes/Lessons/Fobs	\$2,656	\$1,314	\$45,475	\$61,775	(\$16,300)	\$65,000	95%	\$65,000	70%
EXPENSES	November		YTD		Change Over the Prior year	2017-18 Annual Budget	FY 17-18 % of budget	2016-17 Annual Budget	FY 15-16 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
General Expenses	\$5,328	\$4,017	\$24,294	\$18,110	\$6,184	\$40,080	45%	\$40,080	61%
Capital Expenses	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$123,500	0%
Total Expenses	\$5,328	\$4,017	\$24,294	\$18,110	\$6,184	\$40,080	45%	\$163,580	15%
Net	(\$2,672)	(\$2,703)	\$21,181	\$43,665	(\$22,484)				

Renewal letters were sent out to past members in mid- August. Pricing for the 2017/18 season will remain the same, with a \$50 late fee added to all memberships bought after November 1st. This was approved by the Village Board at its March 7, 2017 meeting. Below is a chart indicating current year-to-date membership revenue in comparison to the same period of the previous year.

Platform Tennis Membership Summary

Memberships as of 12/18/17	2016					2017						
	New Members	Renewal Members	Total Members	Revenue YTD	2017 Fees	New Members	Renewal Members	Total Members	Change of over Prior Year	Revenue YTD	Change over Prior Yr.	% of Change Over Prior Year
Resident Individual	5	36	41	\$8,200	\$200	10	52	62	21	\$12,400	\$4,200	51%
Resident Family	1	23	24	\$6,000	\$250	5	20	25	1	\$6,250	\$250	4%
Resident Secondary	5	50	55	\$0	\$0	14	52	66	11	\$0	\$0	0%
Resident Total	11	109	120	\$14,200		29	124	153	33	\$18,650	\$4,450	31%
Non-Resident Individual	9	74	83	\$24,900	\$300	16	97	113	30	\$33,900	\$9,000	36%
Non-Resident Family	1	16	17	\$6,375	\$375	3	20	23	6	\$8,625	\$2,250	35%
Non-Resident Secondary	20	33	53	\$0	\$0	17	46	63	10	\$0	\$0	0%
Non-Resident Total	30	123	153	\$31,275		36	163	199	46	\$42,525	\$11,250	36%
Total Lifetime Members	N/A	244	244	\$0		2	224	226	-21	\$0	\$0	0%
Res League Players 10 Visit	N/A			\$0	\$100	2	0	3		\$300	\$300	
NR League Players 10 Visit	N/A			\$0	\$150	2	0	2		\$300	\$300	
10 Visit Total				\$0						\$600	\$600	
Total Memberships/ Revenue	41	476	517	\$45,475		65	511	578	61	\$61,775	\$16,300	36%



6a.

MEMORANDUM

DATE: January 16, 2018

TO: Chairman Waverley & Members of the Parks & Recreation Commission

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: Park Benches

As a result of the completed Park Surveys discussed at the September 12, 2017 meeting of the Parks & Recreation Commission, and the initial discussions on bench styles at both the October 10th and December 12th meetings, staff is providing the following alternatives to the existing inconsistent park benches. These benches are to be used in open park spaces, throughout fields, and along walking paths. Attached are a variety of benches selected to match or compliment the current steel bench used in high traffic areas. These models were provided based on feedback solicited from Commissioners and bench companies.

Staff is requesting the Parks & Recreation Commission to review the following criteria and provide a recommendation for selection of bench.

- **Method of installation:** Currently, all existing open-space benches are in-ground mounts. Choosing a style that offers only a surface mount option will require the pouring of a concrete pad (7'x4'). This will add additional costs of approximately \$50 for concrete, \$15 in materials, and eight hours of staff time (x2 staff, \$560), for a total of \$625 per pad poured.
- **Style:** A similar style bench would provide continuity with the existing, approved high-traffic area bench. This would also help maintain the community aesthetics.
- **Number of Benches & Location:** There are currently 35 existing benches that are inconsistent; however not all of these benches need to be replaced.. There is the option to relocate or all-together remove benches that are in locations that no longer make sense with the current use of park space. For example, Stough Park has a number of benches in a half circle pattern because they used to surround



MEMORANDUM

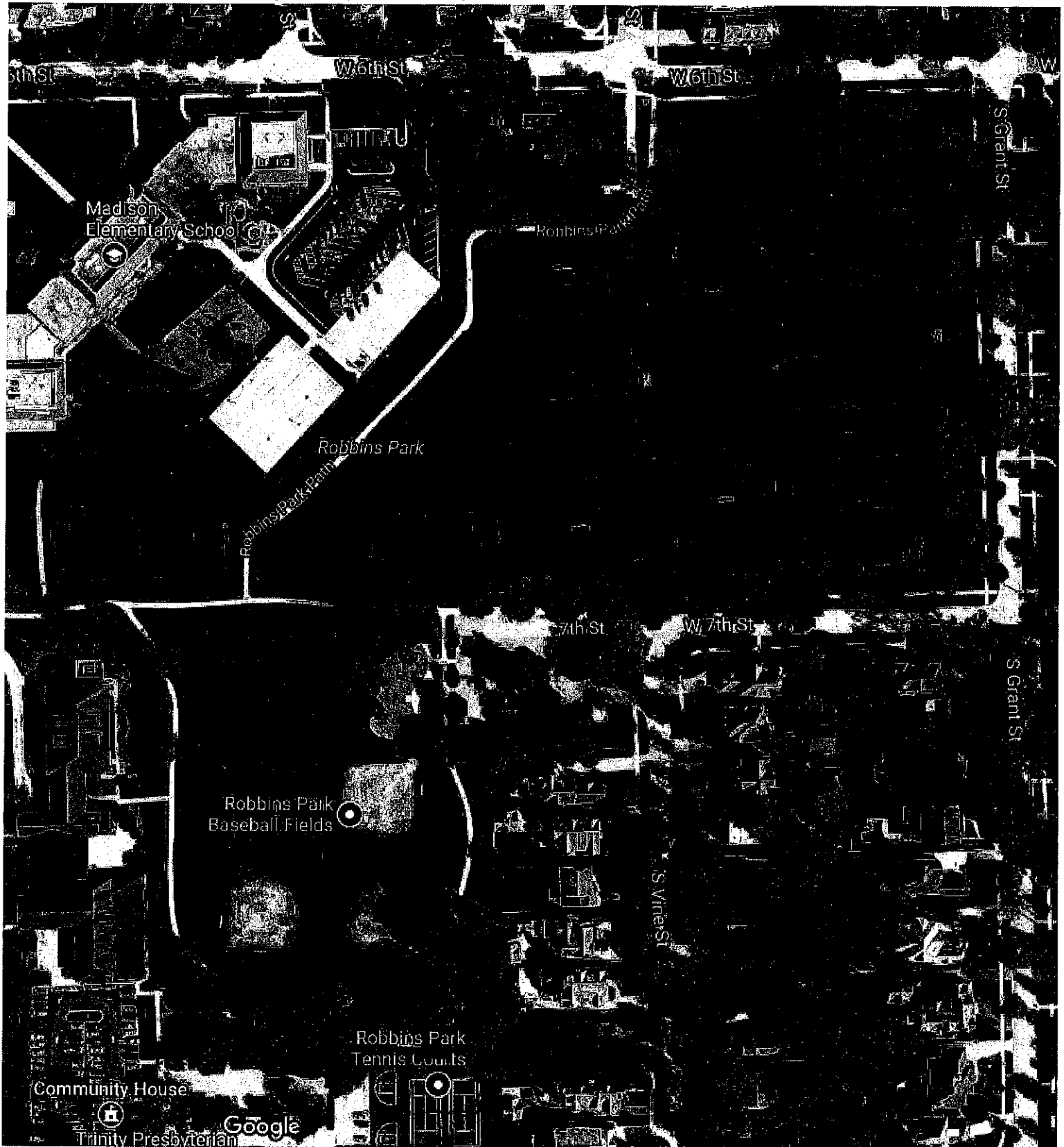
the flooded area used for an ice rink. Relocating and removing some of these benches would make sense, and reduce the cost and overall number of benches needing to be replaced.

- **Price Point:** A final consideration when choosing a bench is being mindful of budgetary impact. There is \$30,000 earmarked for the 2018/19 capital budget, but no guarantee of additional capital funds for future years. Future years can always be subsidized by general park maintenance dollars (under \$10,000) or donations.

Attached items include park maps with locations of benches needing replaced or removed/relocated, image of the existing metal bench used in high traffic areas, and images of additional bench options for open park spaces.

69.

Robbins Park



Highland Park



KLM Park



Children's Montessori
Language Academy

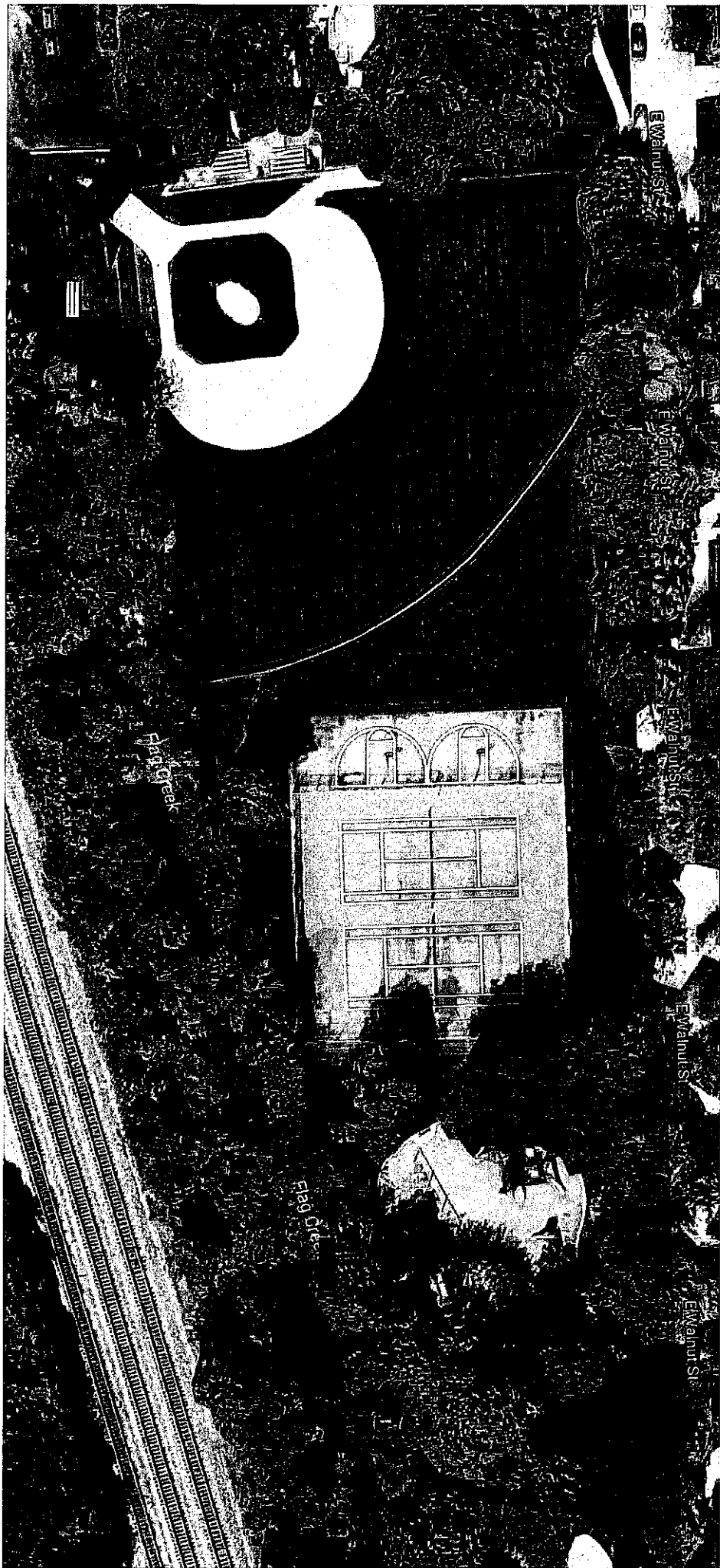
Katherine
Legge
Memorial Park

Google

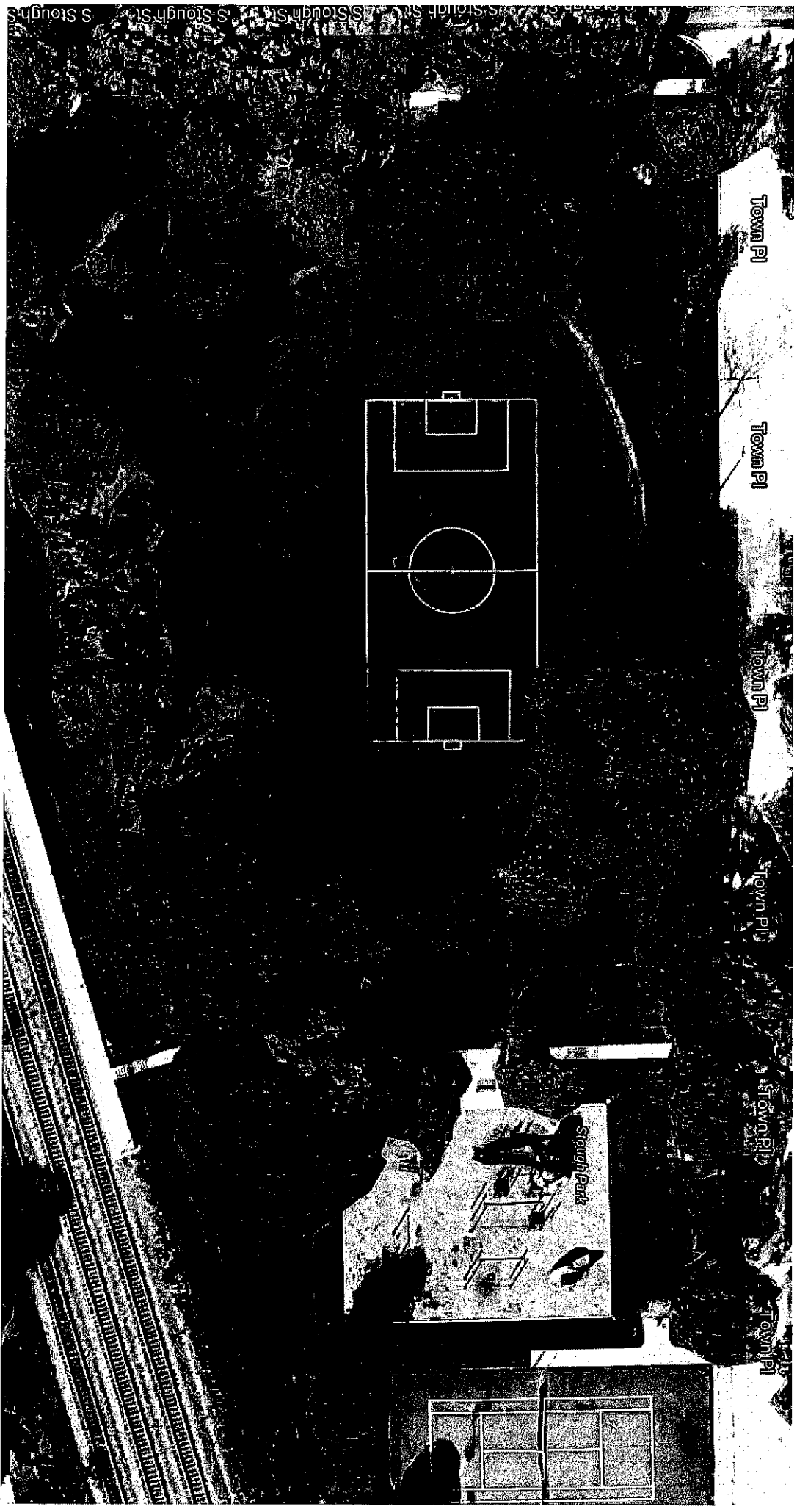
Memorial Grounds



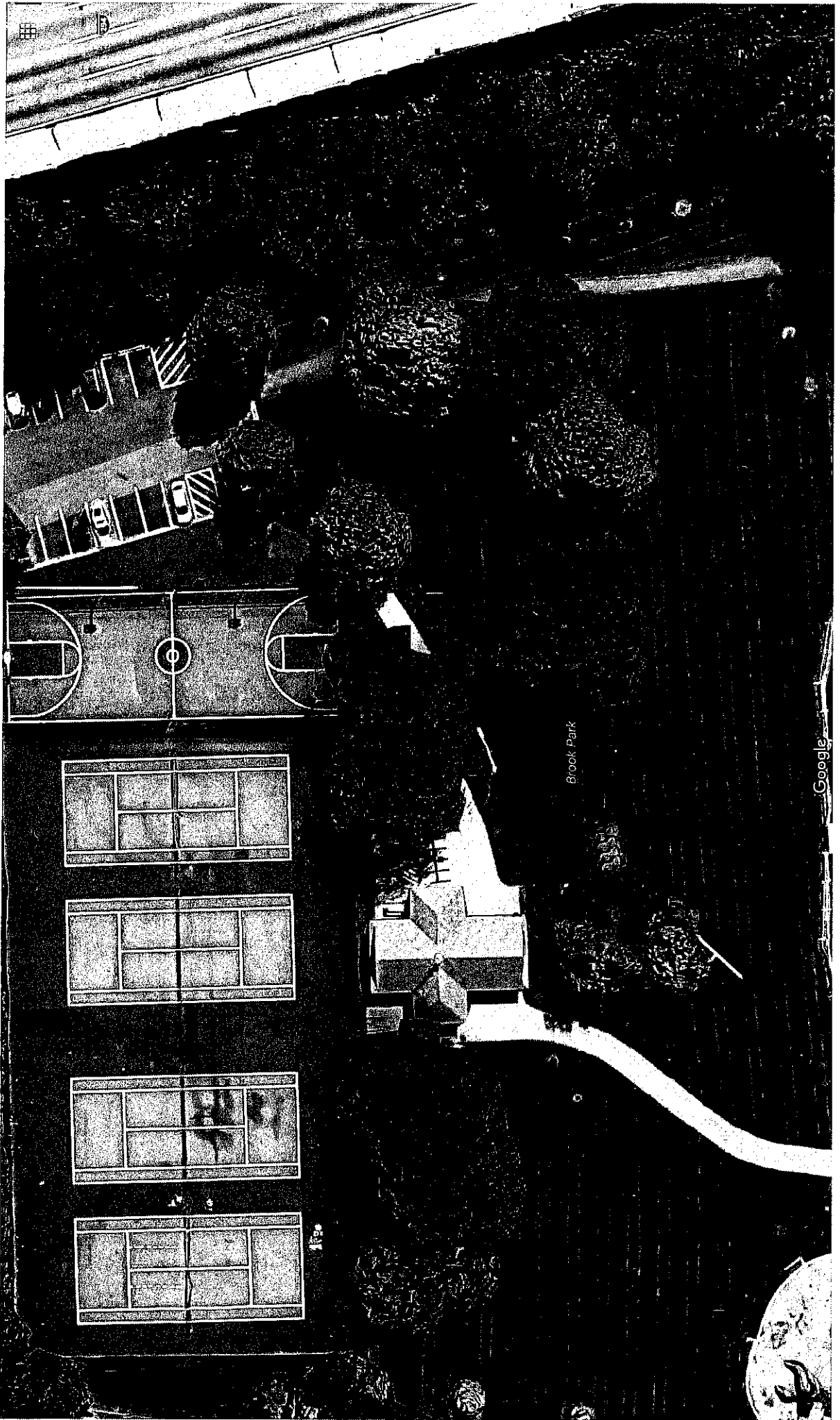
Peirce Park



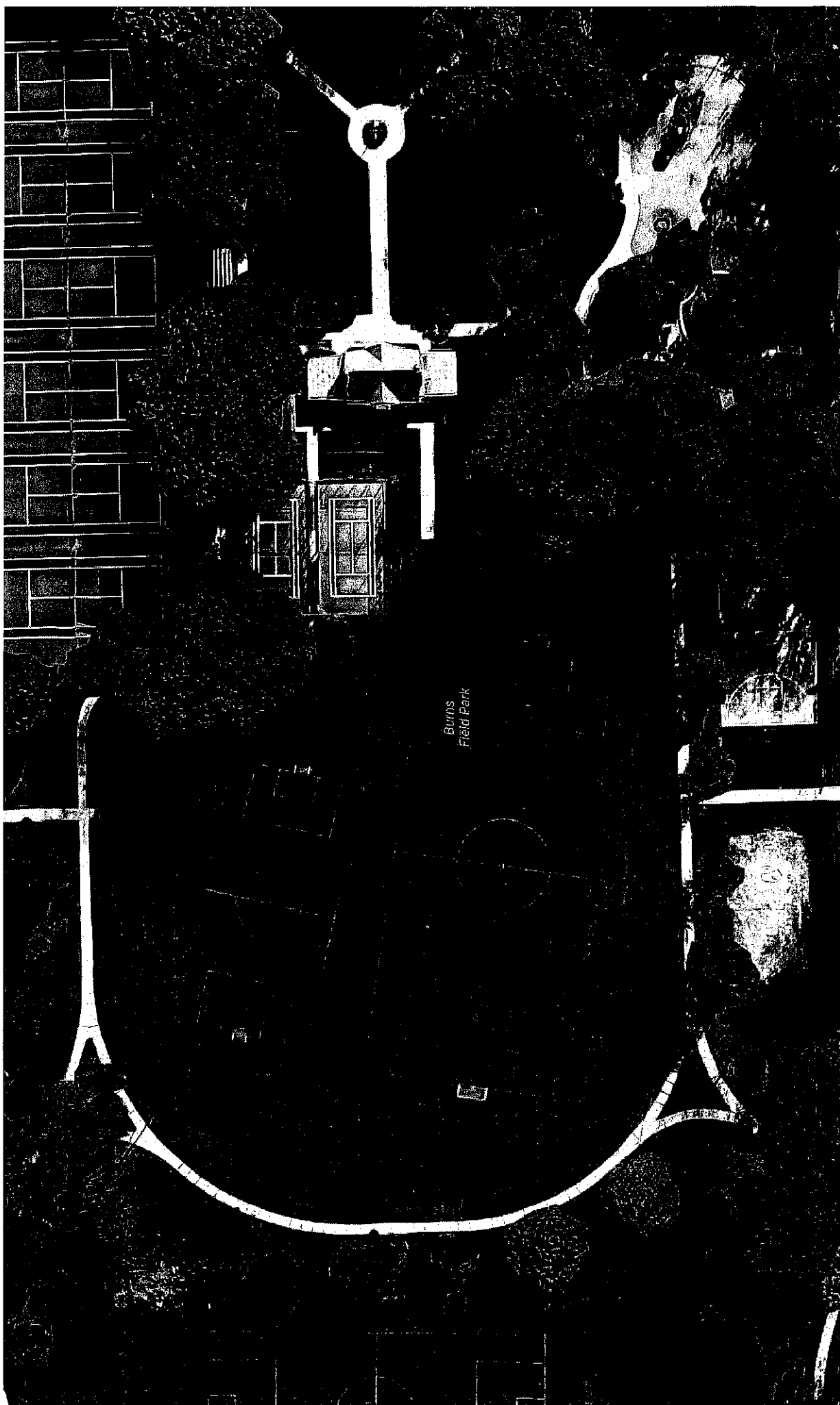
Stough Park



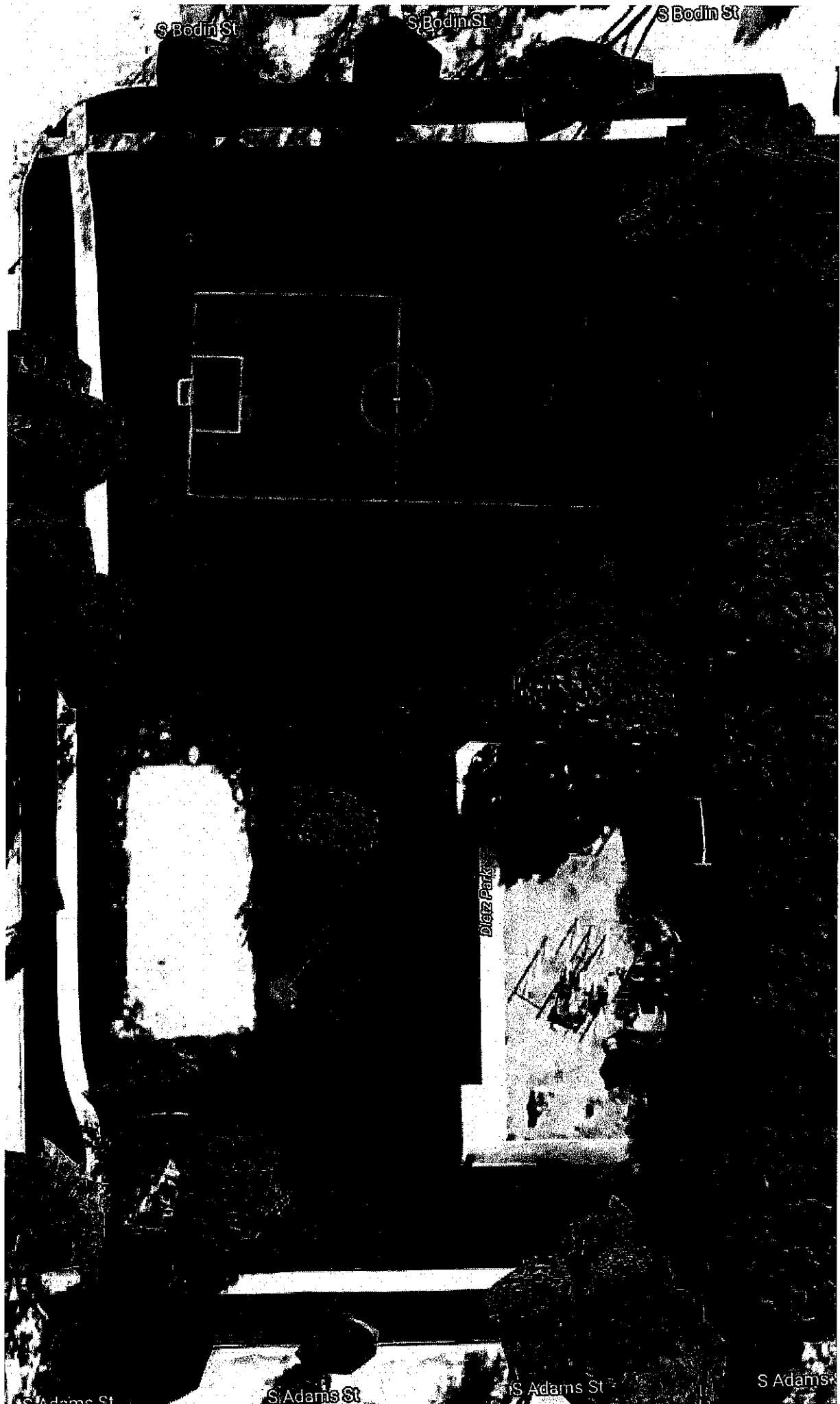
Brook Park



Burns Field



Dietz Park



Woodlands Park





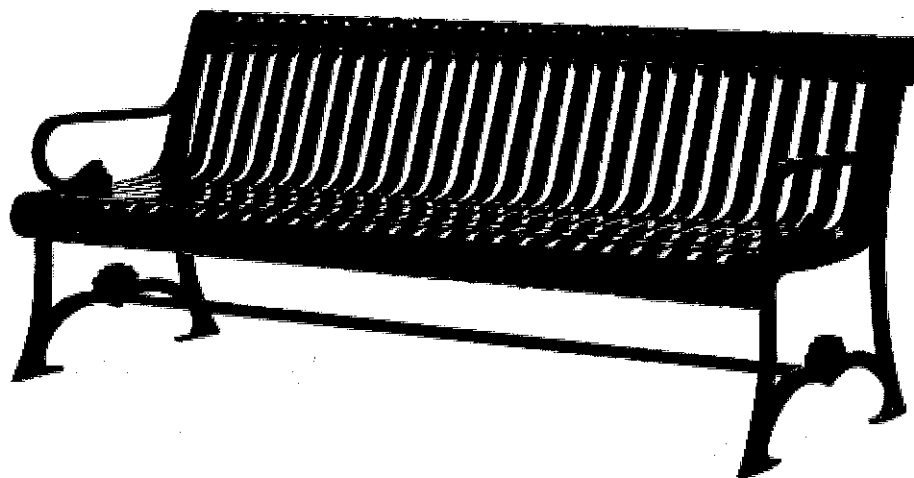
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Lemars Series Classic Ribbed Steel Park Bench



Model LB-72

Matching Products



32 Gallon
Breckenridge Series
Outdoor Trash Can



Lemars Series
Ribbed Steel
Backless Bench

Decorative & Durable Bench

This classic Lemars Series ribbed park bench was designed for beauty and built for durability. It's made of solid heavy-duty 1" thick steel plate legs and 1-1/2" wide steel ribs.

The highly durable powder-coated finish will protect even in the harshest climates. The bench is portable, but can be mounted to a surface by using its pre-drilled mounting holes. Ships fully assembled.

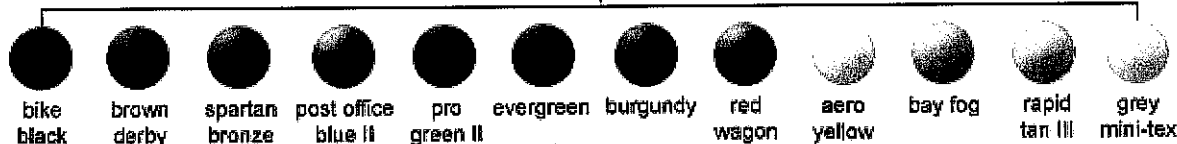
Dimensions

LB-48 - 48"L x 27-1/2"W x 31-3/4"H

LB-72 - 72"L x 27-1/2"W x 31-3/4"H

Continuous weld seams penetrate the metal and ensure a weld that is virtually inseparable and rust deterrent. Protected with 7-15 mils of polyurethane powder-coating in your choice of colors shown.

Color Options



▼ Item Specific Details Available on Linked Model Numbers Below


[Tweet](#)


Lemars Series Classic Ribbed Park Benches

Qty

LB-48	4' Bench	<input type="text" value="Choose Color"/>	(240 lbs)	\$1,209.00	<input type="text"/>
LB-72	6' Bench	<input type="text" value="Choose Color"/>	(300 lbs)	\$1,624.00	<input type="text"/>



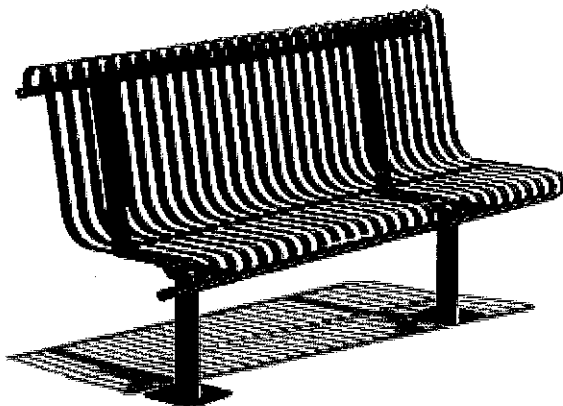
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Kensington Collection Park Benches



Model 43SM-S6 | Black

Modern Precision

Precision crafted with contoured soft lines, the Kensington Collection park bench offers modern aesthetics—built for a lasting performance. The classic yet advanced stylings of this collection are displayed with rolled 1-1/2" steel vertical slats.

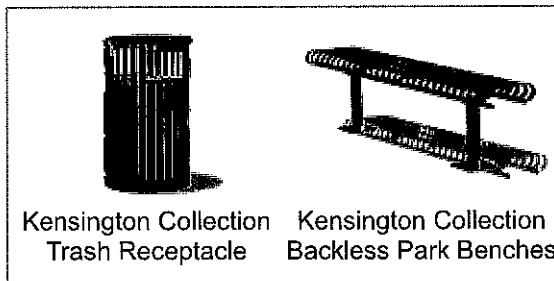
Overall Dimensions

72-3/4"L x 24-1/4"W x 36-1/4"H*

*From Grade when In-ground Mount is Installed

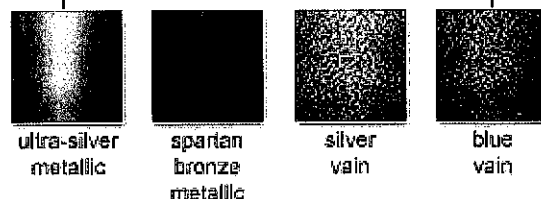
Engineered to maintain their original appeal and form throughout continued exposure to seasonal elements, each bench is MIG welded and finished in an ultra-resilient powder-coating. Designed to maximize structural stability with an ultra-durable 12-gauge, 2-7/8" steel tube frame configured specifically for either in-ground or surface mount installations.

Matching Products

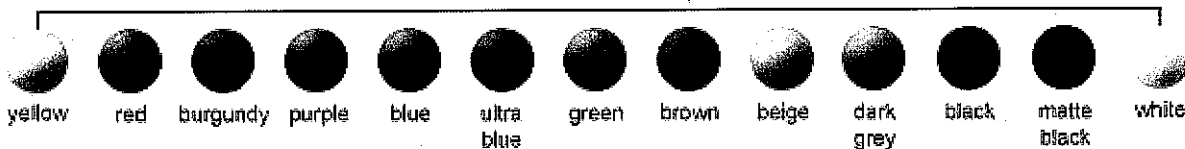
Kensington Collection
Trash ReceptacleKensington Collection
Backless Park Benches

These premium park benches are preferred for both individual placement and large scale multi-site applications with matching park backless benches, trash receptacles and picnic tables from the Kensington Collection.

Premium Powder-Coated Color Options

ultra-silver
metallicspartan
bronze
metallicsilver
vainblue
vain

Powder-Coated Color Options



▼ Item Specific Details Available on Linked Model Numbers Below



Tweet

G+

Kensington Collection Park Benches					Qty
43S-S6	In-ground Mount	Choose Color ▼	(215 lbs)	\$1,277.00	<input type="text"/>
43SM-S6	Surface Mount	Choose Color ▼	(215 lbs)	\$1,308.00	<input type="text"/>
Kensington Collection Park Benches Premium Color Options					Qty
43S-S6-PRE	In-ground Mount		(215 lbs)	\$1,303.00	



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Richmond Recycled Collection Park Bench



Upscale & Impressive

Elevate the outdoor appeal with a 6' park bench from the Richmond Recycled Collection. The impressive stylings of this collection combines recycled plastic with powder-coated steel to create an upscale look that is ready for a variety of environments.

Dimensions

Overall - 72"L x 21"W x 32-5/16"H*
*From Grade when In-ground Mount is Installed

With a notable flair the bench seat with backrest offers modern style and comfort, featuring six slightly contoured recycled plastic planks framed by 3 oval steel tubes. Models are configured for in-ground or surface mount installations—the 3" square 11-gauge steel tube frame provides reliable support and is engineered for continued exposure to seasonal elements.

Create a cohesive setting with the Richmond Recycled Collection offering matching backless benches, picnic tables and multi-pedestal tables.

Matching Products

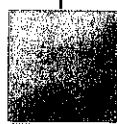


Richmond Collection
Recycled Plastic
Backless Park Bench



Richmond Collection
Recycled Plastic
Trash Receptacle

Recycled Plastic Color Options



cedar



brown



gray



green



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Recycled Plastic Park Bench

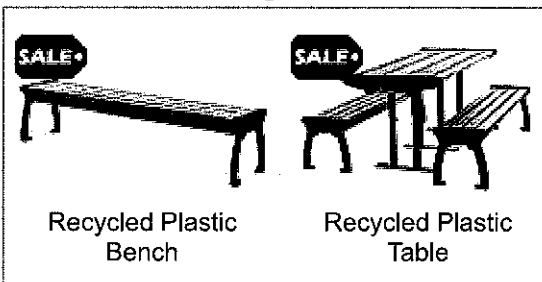


Model RB6WB-P | Cedar/Black

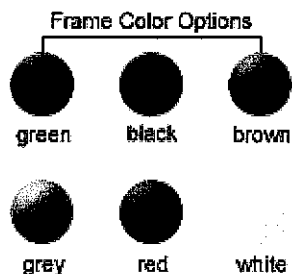
Commercial Outdoor Recycled Plastic Park Bench

From the splendor of a mall complex to the serenity of a quiet forest, this uniquely designed bench with its fashionably cast powder-coated frame will grace any setting. A specially designed truss system for added strength and stability plus an optional center arm complete this exceptional new offering. Available in the colors shown.

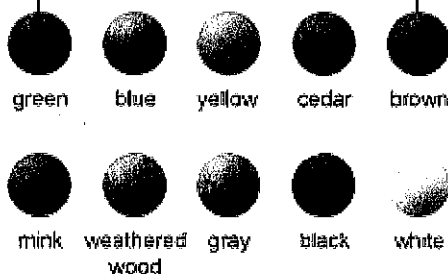
Matching Products



Click Here for Dimensions



Recycled Plastic Color Options



PLEASE NOTE: Model Number(s) in Red are Discontinued

▼ Item Specific Details Available on Linked Model Numbers Below


[Tweet](#) [G+](#)

100% Recycled Plastic Park Bench with Back & Arms

Qty

RB2WB-P	24" Bench	<input type="text" value="Back/Seat Color"/>	<input type="text" value="Frame Color"/>	(80 lbs)	\$493.00	<input type="text"/>
RB4WB-P	49" Bench	<input type="text" value="Back/Seat Color"/>	<input type="text" value="Frame Color"/>	(108 lbs)	\$651.00	<input type="text"/>
RB5WB-P	5' Bench			(124 lbs)	\$747.00	



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Recycled Plastic Park Benches | Terraza Style

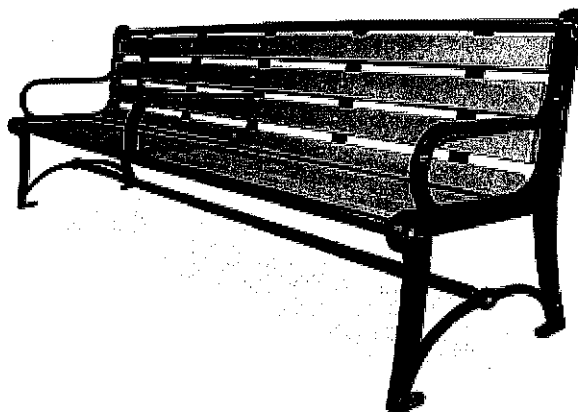


Looks Like Real Wood

Terraza Style benches combine classically styled cast aluminum leg frames with durable recycled plastic planks that look like real wood and are environment friendly. The steel frame that supports the planks attaches to the castings with security hardware.

Finish Options

The state of the art finishing process used on the frame combines the application of an 'Electrocoat Zinc Rich Primer' with a durable polyester powder-coat top layer to ensure every crevice and joint is completely sealed, providing full protection against corrosion and weathering. Frames are finished in either a **gloss** or **textured** polyester powder-coat finish.



Model TZ8R

[Quick Buying Guide](#)
[Gloss vs Textured](#)

Specifications

- 2" x 4" Recycled Plastic Planks.
- Cast Aluminum Frame.
- 32" Bench Height.
- 19" Seat Height.

Matching Products

Grid Bike Racks
Double SidedVilla Style
Park Bench

Recycled Plastic Color Options

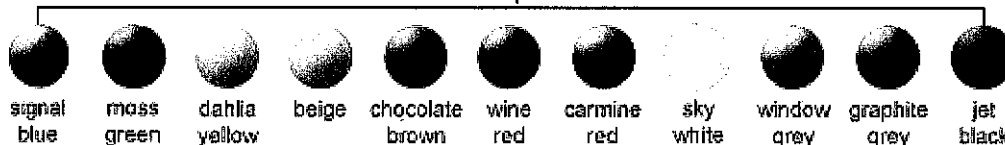


gray

tan

cedar

Color Options

signal
bluemoss
greendahlia
yellow

beige

chocolate
brownwine
redcarmine
redsky
whitewindow
graygraphite
grayjet
black

▼ Item Specific Details Available on Linked Model Numbers Below


[Tweet](#)
[G+](#)

Terraza Style Park Benches | Recycled Plastic Slats

Qty

TZ4R	4' Length	<input type="text" value="Back/Seat Color"/>	<input type="text" value="Frame Color"/>	(189 lbs)	\$1,071.00	<input type="text"/>
TZ6R	6' Length	<input type="text" value="Back/Seat Color"/>	<input type="text" value="Frame Color"/>	(221 lbs)	\$1,221.00	<input type="text"/>

(Prices F.O.B. Origin)

[Bulk Inquiry](#)
[Add to Cart](#)



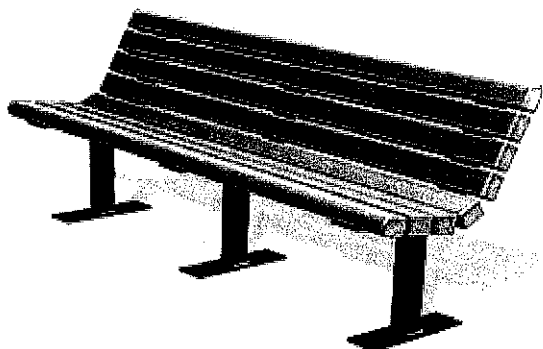
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Recycled Plastic Jameson Bench



Model PB6-JAM | Cedar

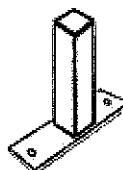
Contoured for Comfort

Bask in the beautiful scenery on the contoured Jameson Bench. This recycled plastic Resinwood bench provides the familiar look of wood without the splinters and the maintenance.

The bench is offered in popular lengths and is constructed with 3" x 4" Resinwood slats that are supported by a heavy duty steel powder coated frame. Both surface mount and in-ground mount frame styles are available. Add an extra level of comfort with the optional armrests.

Features

- Eco-Friendly
- UV Protectant.
- Splinter Free.
- Will Not Corrode or Rot.
- No Painting or Sealing Necessary

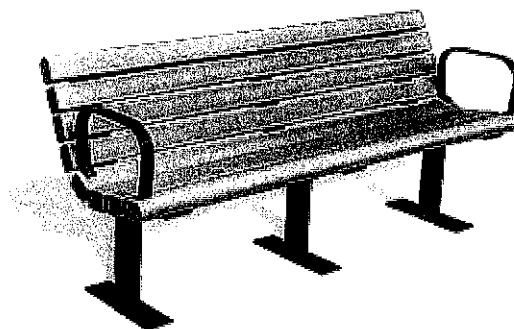


Surface Mount



In-ground Mount

Matching Products

Recycled Plastic
Picnic Table
Powder-Coated Frame32 & 55 Gallon
Recycled Plastic
Trash Receptacles

Model PB6-JAM with PB1178 | Cedar

Color Options



green



cedar



brown



gray

▼ Item Specific Details Available on Linked Model Numbers Below



Tweet

G+

Recycled Plastic Jameson Bench | In-ground Mount

Qty

PB4-JAMING	4' Bench	<input type="text" value="Choose Slat Color"/>	Black Frame	(140 lbs)	\$585.00	<input type="text"/>
PB6-JAMING	6' Bench	<input type="text" value="Choose Slat Color"/>	Black Frame	(190 lbs)	\$705.00	<input type="text"/>
PB8-JAMING	8' Bench	<input type="text" value="Choose Slat Color"/>	Black Frame	(240 lbs)	\$845.00	<input type="text"/>



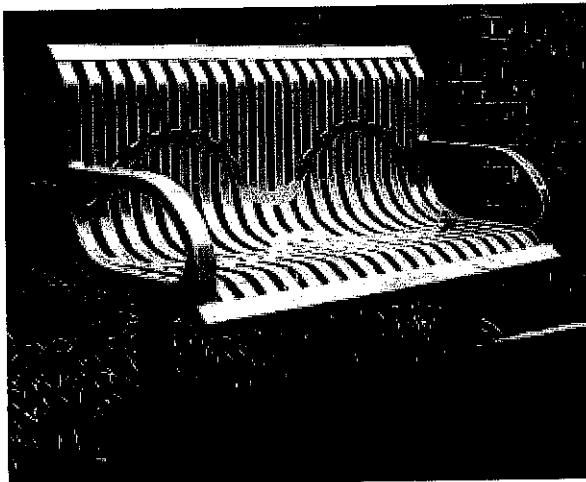
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Thermoplastic Coated Park Bench | Ribbed Pattern



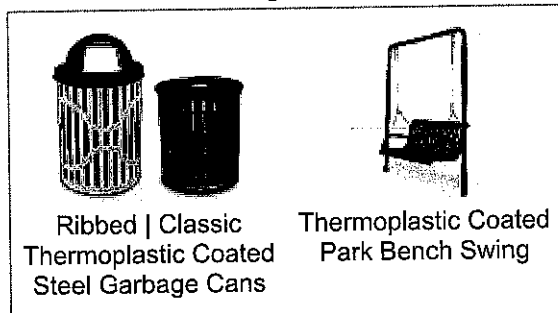
Model CT4WB-S

Ribbed Pattern Park Bench
Designed for Maximum Comfort

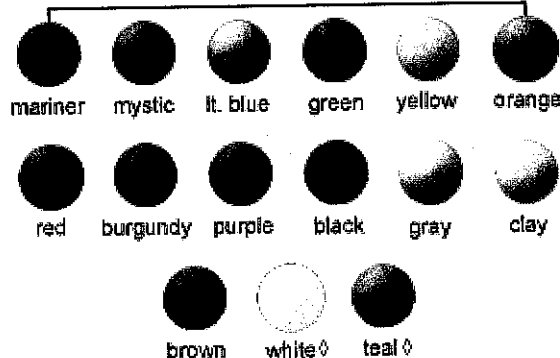
This heavy-duty bench brings an inviting, modernized style to any outdoor setting. Back/seat is thermoplastic coated for protection against the elements and low maintenance. Powder-Coated leg frames provide durability.

This commercial grade park bench features 2-7/8" O.D. heavy-duty legs. Grout covers are optional for in-ground or surface mount models. Multiple colors are available. Bench back and seat are thermoplastic coated and is finished with lightly textured matte polyethylene in the color options shown.

Matching Products



Color Options (Frame Only)



▼ Item Specific Details Available on Linked Model Numbers Below



Tweet

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Thermoplastic Coated Steel Park Benches Ribbed Pattern - 4' Length							Qty
CT4WB-P	Portable	Back/Seat Color	Frame Color	(131 lbs)	\$578.00		
CT4WB-I	In-ground Mount	Back/Seat Color	Frame Color	(103 lbs)	\$516.00		
SMLCOVER	Optional Covers - One Set of 2 Covers Required Per Bench - \$50/Set				<input type="radio"/> No <input type="radio"/> Yes		
CT4WB-S	Surface Mount	Back/Seat Color	Frame Color	(99 lbs)	\$516.00		
SMLCOVER	Optional Covers - One Set of 2 Covers Required Per Bench - \$50/Set				<input type="radio"/> No <input type="radio"/> Yes		
Thermoplastic Coated Steel Park Benches Ribbed Pattern - 6' Length							Qty
CT6WB-P	Portable	Back/Seat Color	Frame Color	(174 lbs)	\$603.00		
CT6WB-I	In-ground Mount	Back/Seat Color	Frame Color	(146 lbs)	\$540.00		
SMLCOVER	Optional Covers - One Set of 2 Covers Required Per Bench - \$50/Set				<input type="radio"/> No <input type="radio"/> Yes		
CT6WB-S	Surface Mount	Back/Seat Color	Frame Color	(142 lbs)	\$540.00		
SMLCOVER	Optional Covers - One Set of 2 Covers Required Per Bench - \$50/Set				<input type="radio"/> No <input type="radio"/> Yes		



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Recycled Plastic Bench

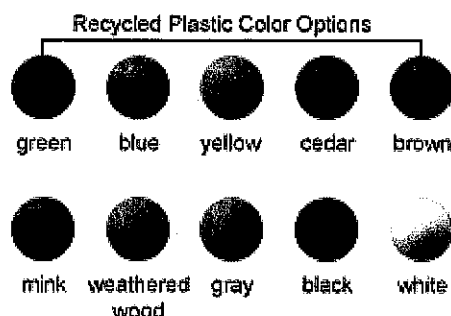
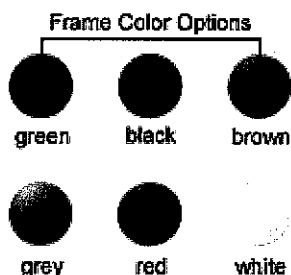
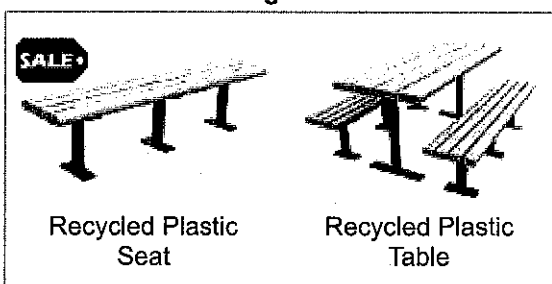
SALE

A rolled steel powder-coated frame with rounded side arms and 3" x 4" bull nose back and seat slats provide exceptional strength and comfort for this heavy-duty outdoor or indoor style bench. Available with portable, surface or in-ground mounting options. A good investment as a long-lasting amenity for any college campus, park or recreation area.



Model RP6WB-S | Cedar/Green

Matching Products



▼ Item Specific Details Available on Linked Model Numbers Below



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100% Recycled Plastic Bench with Armrests | Portable Was Special Qty

RP4WB-P	4' Length	Back/Seat Color ▼	Frame Color ▼	\$667.00	\$420.00	<input type="text"/>
RP5WB-P	5' Length	Back/Seat Color ▼	Frame Color ▼	\$744.00	\$539.00	<input type="text"/>
RP6WB-P	6' Length	Back/Seat Color ▼	Frame Color ▼	\$751.00	\$609.00	<input type="text"/>
RP8WB-P	8' Length	Back/Seat Color ▼	Frame Color ▼	\$942.00	\$677.00	<input type="text"/>

100% Recycled Plastic Bench | Portable

Qty

RP4WBNA-P	4' Length	Back/Seat Color ▼	Frame Color ▼	\$586.00	\$412.00	<input type="text"/>
RP5WBNA-P	5' Length	Back/Seat Color ▼	Frame Color ▼	\$621.00	\$426.00	<input type="text"/>
RP6WBNA-P	6' Length	Back/Seat Color ▼	Frame Color ▼	\$661.00	\$609.00	<input type="text"/>
RP8WBNA-P	8' Length	Back/Seat Color ▼	Frame Color ▼	\$821.00	\$640.00	<input type="text"/>



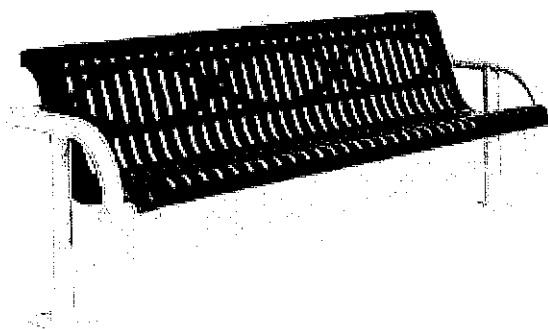
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Contour Cantilevered Park Bench with Wave Pattern



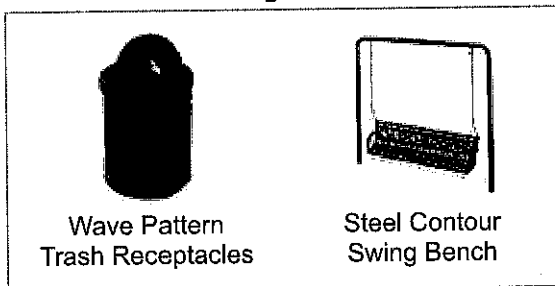
Model 975SM-W6

Simply Balanced

Great for outdoor spaces, the stylish 4' and 6' Cantilever Bench provides durable and aesthetically pleasing public seating. Contoured for comfort, the steel bench seat features a die-formed wave pattern and smooth edges which perfectly suits the strong frame. The unique, load bearing cantilever frame is crafted with two 'T-styled' 2-3/8"O.D. round steel tube legs and arm rests. A resilient, non-corrosive thermoplastic powder-coating protects the bench from the ever changing seasonal conditions while maintaining its original beauty and form.

Create a customized bench area and when seating demands grow, easily expand with 4' and 6' add-on lengths.

Matching Products

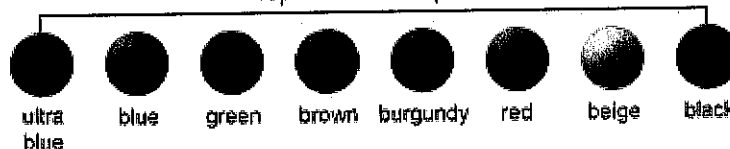
Wave Pattern
Trash ReceptaclesSteel Contour
Swing Bench

Dimensions

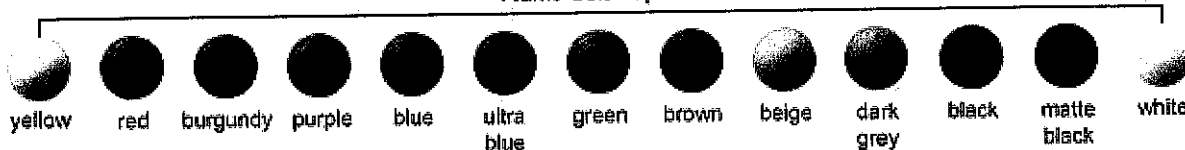
4' Length - 56-3/8"L x 26-15/16"W x 33-5/8"H

6' Length - 80-3/8"L x 26-15/16"W x 33-5/8"H

Top/Seats Color Options



Frame Color Options



▼ Item Specific Details Available on Linked Model Numbers Below



Tweet



Contour Cantilevered Park Bench | In-ground Mount

Qty

975S-W4	4' Length	Top/Seats Color ▼	Frame Color ▼	(140 lbs)	\$770.00	<input type="text"/>
975S-W6	6' Length	Top/Seats Color ▼	Frame Color ▼	(168 lbs)	\$981.00	<input type="text"/>

Contour Cantilevered Park Bench | Surface Mount

Qty

975SM-W4	4' Length	Top/Seats Color ▼	Frame Color ▼	(140 lbs)	\$770.00	<input type="text"/>
975SM-W6	6' Length	Top/Seats Color ▼	Frame Color ▼	(168 lbs)	\$981.00	<input type="text"/>



7a.

MEMORANDUM

DATE: January 16, 2018

TO: Chairman Waverley and Members of the Parks & Recreation Commission

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: Bench Donation Application

An application for Bench Donation has been submitted to the Parks & Recreation Commission and staff for consideration. Residents, Greg and Tora Ellis wish to donate a park bench with plaque, displayed for use at the Burlington Train Station. This donation is in memoriam of their dear friend Hutch Hutcherson, whom Greg rode the train with daily for 25 years.

Staff has reviewed the application related to the established Art Donation Policy and would like to note a few items. First, the bench indicated in the application matches the preferred existing benches at the train station. This will help maintain the current aesthetics of the area. Second, the bench will require minimal upkeep, so should not create an undue burden on Village personnel for maintenance. Third, the donated bench will be replacing an existing bench that does not match the preferred style and is not in good condition. Lastly, installation will be a minor process, and Public Service staff has agreed to perform this for the donor.

Additional attached documents include the completed Art Donation application, and a map/photo of the requested area for display.

**VILLAGE OF HINSDALE
Park and Recreation
Donation Policy**

Donation Application

for Art Work, Monuments and Non-conforming donations

Application must include a summary to demonstrate how the proposed donation meets the application criteria established in the policy.

Name of Donor:

Greg + Tora Ellis

Address of Donor:

2 E. 7th St. Hinsdale, IL 60521

Phone Number: 630 267 4372

Work:

Home: 630 209 4372

Fax:

Email: toraellis@aol.com

Description of Donation (if available provide a photo):

6' bench with plaque

Proposed Location of Donation:

Burlington Park by train station

Requested Wording on Memorial Acknowledgement:

H	U	T	C	H	H	U	T	C	H	E	K	E	N	T	H	O	S	E	W	I	F
L	O	V	E	D	O	N	O	T	G	O	A	W	A	Y	T	H	E	Y			
S	I	T	B	E	S	I	D	E	U	S	E	V	E	R	Y	D	A	Y			

Value of Donation: \$

I have read the Donation Policy

Requested by: Victoria A. Ellis

Reviewed by: _____

Date: 12/14/17

Date: _____

Donation Cost Calculations

Element Type:

Value of Donation \$

Cost of Plaque \$

Life Cycle Term Years (x)

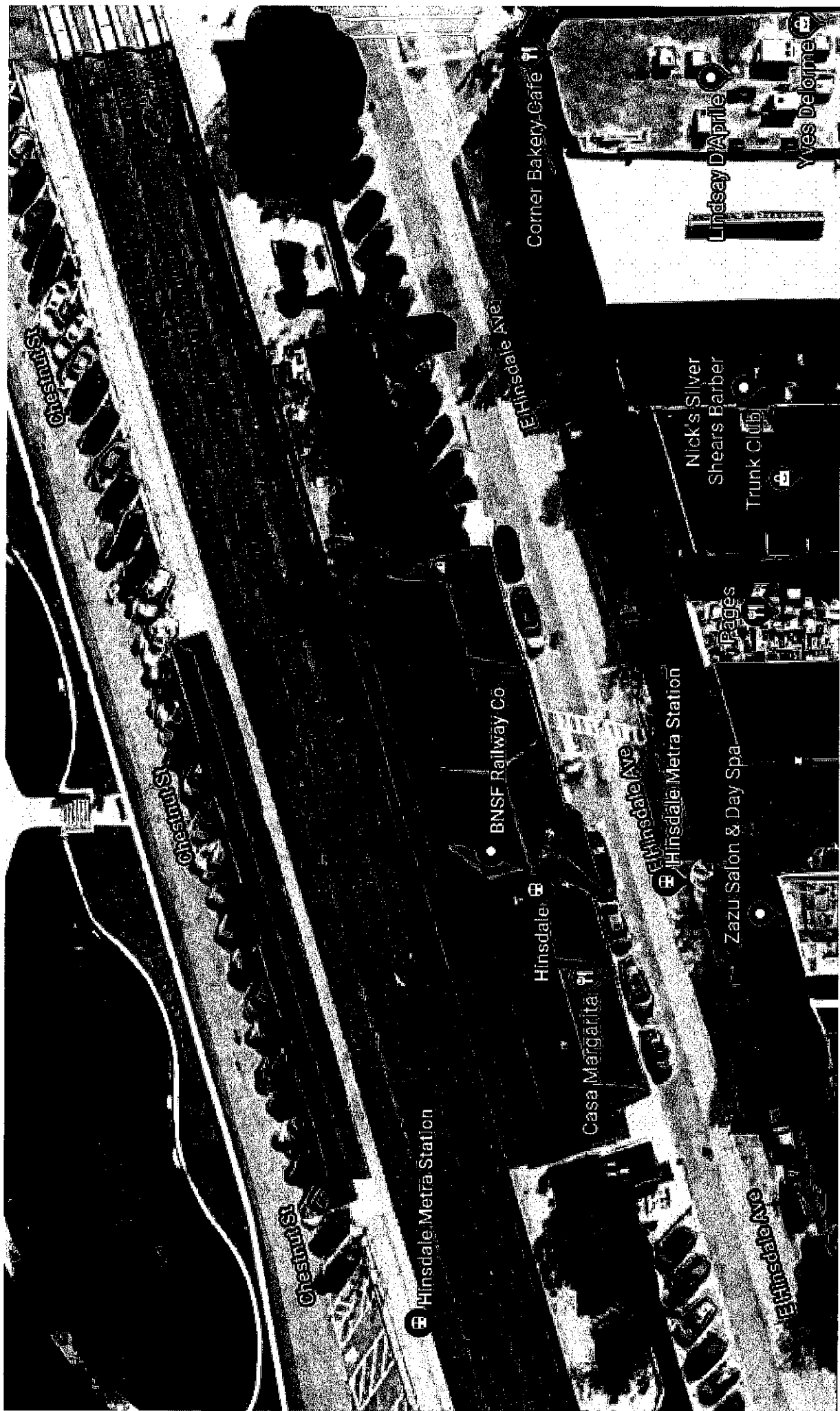
Annual Life Cycle Cost \$
(determined by Village staff)

Life Cycle Cost \$

Total Cost of Donated Element \$ (

Board of Trustees Approval: _____

Date: _____





7b.

MEMORANDUM

DATE: January 16, 2018

TO: Chairman Waverley and Members of the Parks & Recreation Commission

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: Bench Sponsorship Application

An application for Bench sponsorship has been submitted to the Parks & Recreation Commission and staff for consideration. Resident, Craig Bradley wishes to donate the sum of \$250 to the Parks & Recreation department and in turn has asked that he be approved to supply a plaque sponsoring an existing bench. This donation is in tribute to their beloved family pets, Bewdley (English bulldog) and Sam (cat).

Staff has reviewed the application related to the established Art Donation Policy and would like to note a few items. First, the Donation Policy states that monetary donations can be made and earmarked for a project or specific use, no minimum donation is required. The plaque must be paid for and provided by the donor, subject to text approval by the Parks & Recreation Commission. Second, the bench Mr. Bradley has requested to sponsor is the center bench at Eleanor's Park. This bench is currently not sponsored. Lastly, there is little to no maintenance required for the project and the installation can be completed easily by Public Service staff.

Additional attached documents include the completed Art Donation application, and a map/photo of the requested area for display.

1970年12月25日

Donation Application for Art Work, Monuments and Non-conforming donations	
<i>Application must include a summary to demonstrate how the proposed donation meets the application criteria established in the policy.</i>	
Name of Donor:	Craig Bradley
Address of Donor:-	33 S Thurlow St, Hinsdale
Phone Number: Work: Home: Fax:	312 810 8818
Email:	Craig.Bradley@me.com
Description of Donation (if available provide a photo):	Plaque for existing bench
Proposed Location of Donation:	Central bench in Elenor Park (Clay / Central)
Requested Wording on Memorial Acknowledgement:	"The Bewdley and Sam bench. With Love"
Value of Donation: \$	\$250

I have read the Donation Policy

Requested by: Craig Bradley Date:

Reviewed by: _____ Date: _____

Donation Cost Calculations	
Element Type:	
Value of Donation	\$
Cost of Plaque	\$
Life Cycle Term	Years (x)
Annual Life Cycle Cost (determined by Village staff)	\$
Life Cycle Cost	\$
Total Cost of Donated Element	\$ (

Board of Trustees Approval: : _____ Date: _____





7C

MEMORANDUM

DATE: January 16, 2018

TO: Chairman Waverley and Members of the Parks & Recreation Commission

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: Park Donation Application

An application for Park Donation has been submitted to the Parks & Recreation Commission (P&R) and staff for consideration. The Hinsdale Little League (HLL), represented by Adam Linn, wishes to donate a flag pole to be installed near the west baseball field at Peirce Park. Included with the flag pole would be a memorial plaque. In addition, the HLL is asking for naming rights to the west field. This donation is in memoriam of former Hinsdale resident Brooks Tonn, who passed away in December 2017.

Staff has reviewed the application related to the established Art Donation Policy and would like to note a few items. First, related to the installation of the flag pole with memorial plaque; this item falls under the general park accessory guidelines, per the Donation Policy. These guidelines state that the accessory must meet a need for the facility, not interfere with the intended use or future use, and must not require the relocation of other equipment or infrastructure. As this flag pole is not in the current park plan, it is considered non-conforming and must be reviewed by the Parks & Recreation Commission before approval. The proposed donation does meet all of the above stated guidelines. Maintenance on this item would be minimal. Staff would recommend that the installation process is encompassed in the donation and overseen by Village Public Services staff.

Second, related to the naming rights of the Peirce Park west baseball field; history of past requests is detailed below.

Historically, the Village Board of Trustees (VBoT) or appropriate commission has laid out verbal guidelines for naming rights. As recently as 2014, the Parks & Recreation Commission and Administration & Community Affairs Commission (ACA) declined to re-name Highland Park after the first female Village President, Joyce Skoog. Reasoning was given that this would set a precedent for the renaming of other facilities, and



MEMORANDUM

naming rights should be held for large donors or similar in-kind contributions, to be determined on a case-by-case basis.

Another request was made in 2007 when community members suggested the naming of the Veeck Park baseball field after professional ball player, Jim Thome. At the time, Mr. Thome was a Hinsdale resident and had recently hit his 500th homerun while playing for the Chicago White Sox. The P&R Commission declined to name the field after him. Reasoning given was that he was not a long-time resident, he had not made a large donation or in-kind contribution to the community, and he had not contributed to the park in a way that significantly improved the quality of residents' lives. Instead, the commission recommended the possibility of hanging a plaque on the Veeck concessions building in his honor, which was ultimately vetoed by the ACA Commission.

The most recent approved naming of a park or park amenity by the VBoT happened in 2000. This was the naming of Veeck Park after longtime Hinsdale residents, and famous baseball father and son duo, William Veeck Sr. and his son Bill Veeck Jr. Veeck Sr. was a sportswriter before he became president of the Chicago Cubs from 1918 until his death in 1933. His son was a standout athlete at Hinsdale High School and in the 1930s; he embarked on a career as a baseball executive, including ownership of the Cleveland Indians, St. Louis Browns and Chicago White Sox. The Veeck family also contributed a significant sum of money in the reconstruction of the park.

Staff would like to note that the donation can be approved in whole or portions, with the P&R recommendation then being given to the Village Board of Trustees for final decision. Additional attached documents include the completed Art Donation application, supplemental images related to the donation, and a map/photo of the requested areas for display.

VILLAGE OF HINSDALE Park and Recreation Donation Policy

Donation Application for Art Work, Monuments and Non-conforming donations																																																														
Application must include a summary to demonstrate how the proposed donation meets the application criteria established in the policy.																																																														
Name of Donor: <div style="text-align: center; font-size: 1.2em;">Hinsdale Little League - (Adam Linn/President)</div>																																																														
Address of Donor: Home 411 E 9th Hinsdale, IL																																																														
Phone Number: 312 961 7444 Work: 312 896-2011 Home: Fax:																																																														
Email: alinn@linalle.com																																																														
Description of Donation (if available provide a photo): Naming Peirce West Field "Brooks Town West" Flag Pole located past center field of Peirce West Field with memorial stone at base. Adding sign below existing Peirce sign by West																																																														
Proposed Location of Donation: Peirce West																																																														
Requested Wording on Memorial Acknowledgement: TBD by family if approved - sign																																																														
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>B</td><td>R</td><td>O</td><td>O</td><td>K</td><td>S</td> <td>T</td><td>O</td><td>N</td><td>N</td> <td>W</td><td>E</td><td>S</td><td>T</td> <td>F</td><td>I</td><td>E</td><td>L</td><td>D</td> <td></td><td></td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>		B	R	O	O	K	S	T	O	N	N	W	E	S	T	F	I	E	L	D																																										
B	R	O	O	K	S	T	O	N	N	W	E	S	T	F	I	E	L	D																																												
Value of Donation: \$ 10-15K est for flag pole w/memorial & added field sign																																																														
I have read the Donation Policy Requested by: Adam Linn - CO Hinsdale LL Reviewed by: _____ Date: 12/29/17 Date: _____																																																														

Donation Cost Calculations		TBD - Flag Pole/Memorial \$6-10k ^{EST} Field Sign 711k ^{EST}
Element Type:		
Value of Donation	\$	
Cost of Plaque	\$	
Life Cycle Term	Years (x)	
Annual Life Cycle Cost (determined by Village staff)	\$	
Life Cycle Cost	\$	
Total Cost of Donated Element	\$ (

Board of Trustees Approval: _____ Date: _____

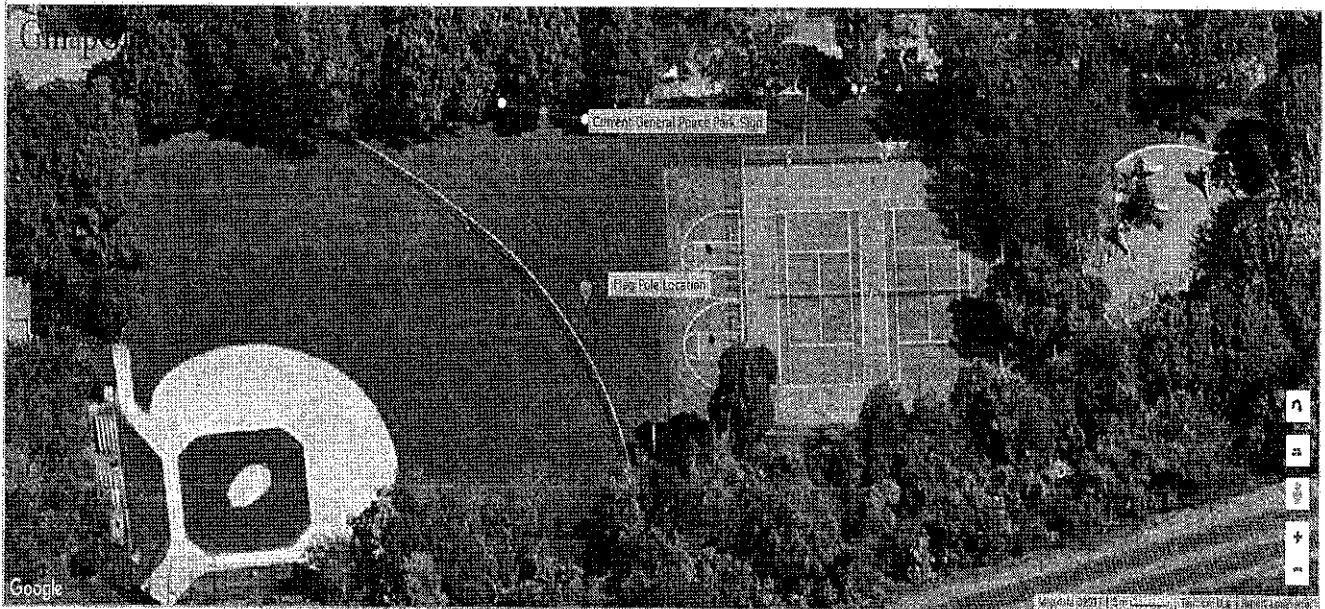


HINSDALE LITTLE LEAGUE

PROPOSAL FOR BROOKS TONN MEMORIAL

1. DESIGNATING PEIRCE WEST FIELD AS "BROOKS TONN WEST FIELD". EITHER BY ADDING A 2ND SIGN TO ON THE EXISTING PEIRCE PARK SIGN OR PUTTING UP A NEW STAND ALONE SIGN DESIGNATING WEST FIELD AS BROOKS TONN WEST FIELD.
2. ADDING A FLAG POLE. WEST IS THE ONLY FIELD AT PEIRCE THAT DOES NOT HAVE A VIEW OF THE AMERICAN FLAG. THE IDEA WOULD BE TO INSTALL ALONG WITH A MEMORIAL PLAQUE AT THE BOTTOM IN THE RIGHT FIELD AREA. PICTURES OF EXAMPLES ARE INCLUDED.

APPROXIMATE LOCATION FOR THE FLAG POLE



EXISTING SIGN LOCATED NEAR THE WEST FIELD



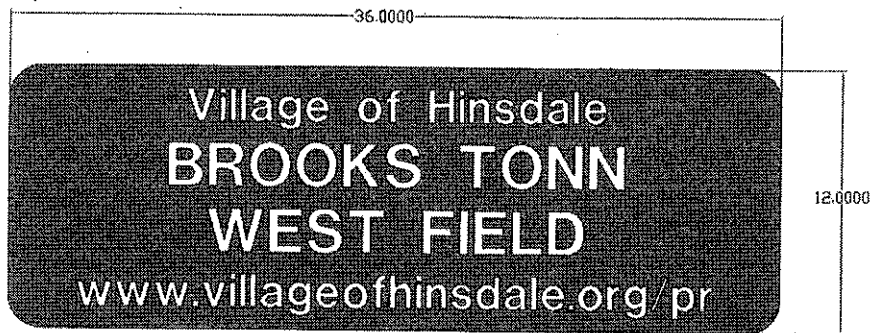
SIGN EXAMPLES FROM LAKE COUNTRY CORP (VENDOR FROM THE VILLAGE)

THIS ONE COULD BE ADDED BELOW THE EXISTING SIGN ABOVE.



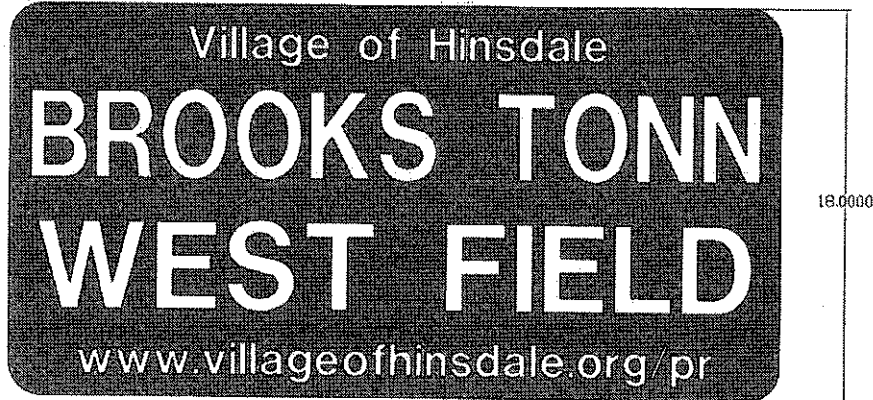
EXAMPLES FOR A POSSIBLE STAND ALONE NEW SIGN. LOCATION AT WEST FIELD TBD.

(A)



2" LETTERING HEIGHT

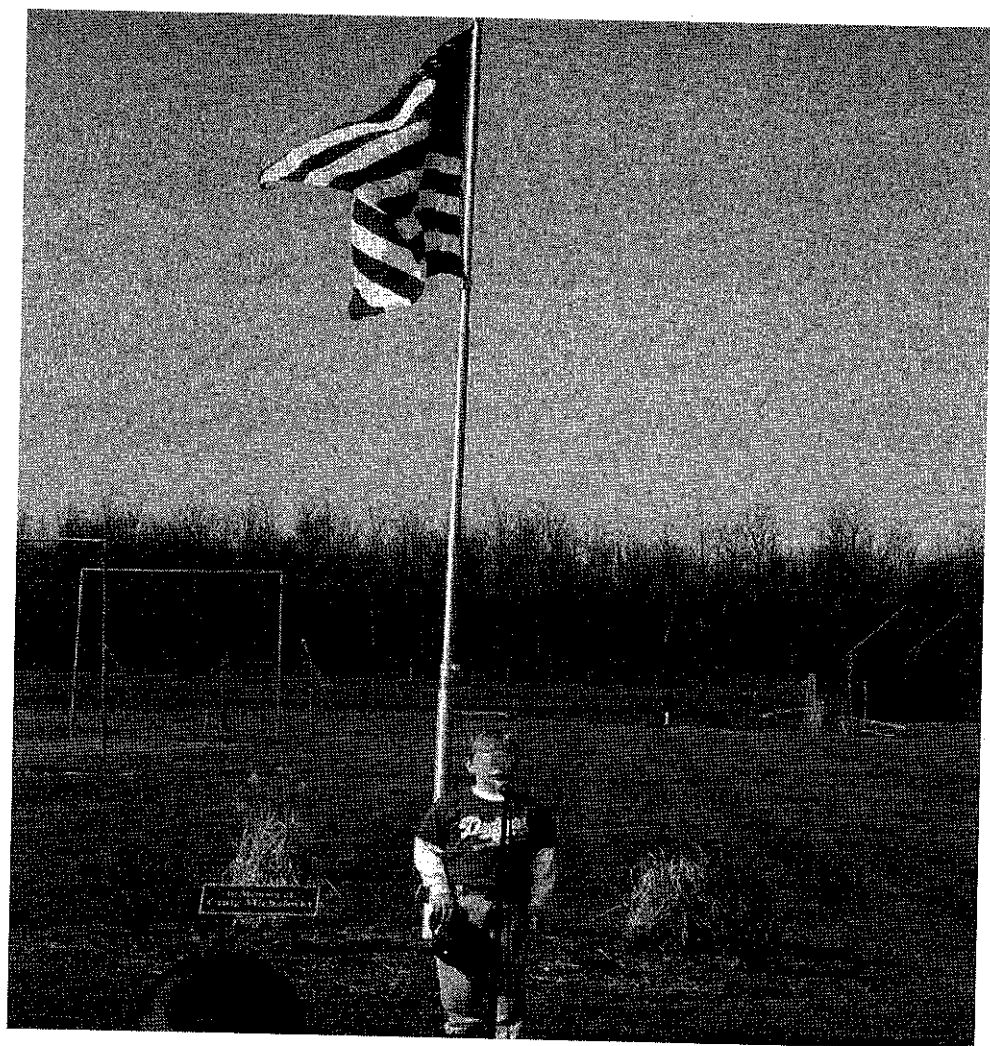
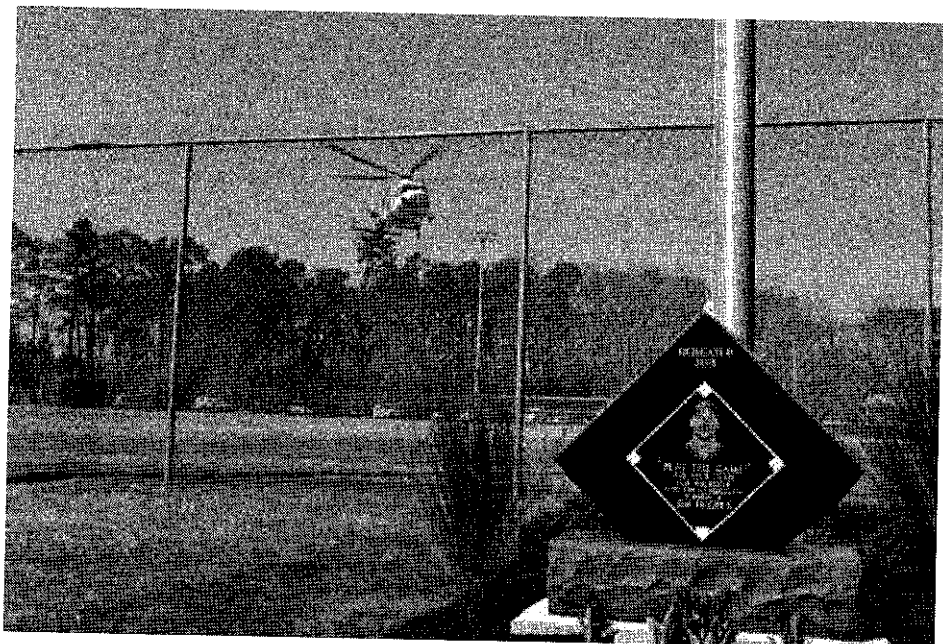
(B)



4" LETTERING HEIGHT

FLAG POLE EXAMPLES:





VILLAGE OF HINSDALE
**Park and Recreation
Donation Policy**

Purpose:

The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donations for Village Parks, either as a result of a cash or physical property donation. These donations may include, but are not limited to, park benches, bicycle racks, picnic tables, public art, monuments (**by exception only**), and other types of park accessories. This policy does not apply to buildings or land. The Village desires to encourage donations while managing aesthetic impacts and mitigating on-going maintenance costs.

The development of public facilities is expected to be the result of careful planning and quality construction. In addition, public facilities are expected to be maintained to a standard acceptable to the community. Guidelines established by this policy will apply to all donations made after the effective date of this policy. Donations made prior to the adoption of this policy shall be subject to applicable sections of this policy. This policy is also designed to provide guidelines for individuals or groups should they desire to decorate, landscape or adorn a donation, such as a tree, bench, or picnic table on Village owned property.

Standards established by this policy will apply to purchased equipment, installation techniques, donation acknowledgements, decoration, and long term care of all donations made after the adoption of this policy.

GUIDELINES FOR EXISTING DONATIONS

Definition of an Existing Donation: For the purpose of this policy, existing donations are those donations installed prior to the adoption of this policy.

Appearance and Aesthetics: Decoration, ornamentation, and adornment of donated park elements can interfere with routine maintenance and the appearance of the donated item if not cared for on a regular basis and installed properly. Nothing shall be hung or tied to trees. Because landscaping installed in and around picnic tables and benches can be trampled, landscaping shall not be done around site furniture. Decorations which may be allowed on a temporary basis for a limited time should not interfere with the use of nearby public space, nor represent a hazard to motorists, bicyclist or pedestrians. The donor shall remove any temporary decorations within a reasonable amount of time as they can weather, and become unattractive and detract from the image of the community.

STANDARDS FOR DONATIONS

Definitions of New Donations: New donations are those made after the adoption of this policy.

Definitions of Park Accessory: A fundamental, and/or essential item used in a park setting. Such as but not limited to park benches, bicycle racks, picnic tables, back stops, drinking fountains, flags, and other types of park accessories.

**Monuments, due to their potential size and stature, will be approved in rare instances only and will be subject to increased scrutiny.*

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Definitions of Public Art & Monuments: Described as a painting, sculpture, photograph, etc., that is created to be beautiful or to express an important idea or feeling.

Acquisition or Purchase: The Village and the community have an interest in ensuring that park elements purchased and donated and installed be of high quality related to style, appearance, durability and ease of maintenance. The Village staff will purchase items to ensure the items meet the standards set forth and authorize the installation of all park elements.

Appearance and Aesthetics: The Village and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Park elements should reflect the character of the park or facility. All park elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.

Maintenance: Donated park elements and/or their associated donation acknowledgement, become Village property at the time of purchase. Accordingly, the Village has the duty to maintain the donation only for the expected life cycle of the donation.

Repair: The community has an interest in ensuring that all park elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials for donated park elements must be readily available. Donated park elements must be of high quality to ensure a long life, be resistant to the elements, wear and tear.

Cost: The Village has an interest in ensuring that the donor covers the full-cost for the purchase, installation, and maintenance during the expected life cycle of donated park elements. A separate fee schedule will be maintained in which the Village details costs for donations, installation and maintenance. The Village also has an interest in ensuring that ongoing maintenance costs do not negatively impact the resources available for maintenance of other Village park facilities. Consequently the Village may assess, at the time of the donation, a charge sufficient to cover anticipated long-term maintenance of donated park elements during their expected life expectancy.

PROCEDURE FOR MAKING A DONATION

The Village's Parks and Recreation Department office will manage the care of all donations located on Village park property.

Park Benches and Picnic Tables: To donate a park bench or picnic table, donors can complete the Donation Program Application which outlines the fee structure. The amounts for these donations are adjusted periodically. A bench and picnic table donation will last ten (10) years.

Trees: Landscaping and plant selection for park facilities is critical to sustaining the environment in Hinsdale. Accordingly, the size and specie of tree or trees donated shall be limited to those determined by the Village's Tribute Tree program.

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Park Accessories: To make a donation of other park amenities such as a playground, pavilion, gardens or fountain, donors can directly contact the Parks and Recreation Department. If a donation is within the park plan the Director of Parks & Recreation will have authorization to approve the donation.

To accept donation of a park element for a specific park facility, Staff will evaluate the park plan showing the available locations for park elements. If no plan exists then a donation may be made to another facility. If a plan exists, but does not identify a particular park element proposed for donation, the Village may accept the donation under certain conditions. Under this circumstance the donation must 1) meet a true need of the facility, 2) not interfere with the intended current or future use of the facility and 3) not require the relocation of other equipment or infrastructure to accommodate the donation. In the opinion of the Village, a facility may be determined to be fully developed and the opportunity for donations would not be available. If a donation is found to not be included in a park plan it would be considered a non-conforming park donation. The Director of Parks and Recreation may recommend that a non-conforming donation request be reviewed by the Parks and Recreation Commission under the same criteria for artwork and monument donations.

Monetary Donations: Monetary donations can be made by donors and earmarked for a project or specific use.

Artwork & Monuments: Donations of artwork and monuments will be evaluated and considered for a recommendation to the Village Board by the Parks & Recreation Commission. Donor to pay for all costs associated with the installation of the donation.

**CRITERIA FOR ACCEPTANCE FOR
PUBLIC ART, MONUMENTS & NONCONFORMING DONATIONS**

The Parks and Recreation Commission reviews the appropriateness of the subject as it relates to the site, the compatibility of the work of art within the landscape, the impact on a park and its use, aesthetic merit, as well as safety and maintenance issues. Applicants will bear the cost of all necessary permits, approvals, project management, design, installation and maintenance. The Commission will review requests two times per year as scheduled by the Chairman of the Commission.

Process

1. Donor is required to complete the application which must include a description, photo and/or drawing of the donation, estimated value and estimated life cycle. Village staff will determine the life cycle maintenance costs.
2. Applications will be reviewed by the Director of Parks & Recreation and forwarded to the Village Manager for review.
3. The completed application will be brought as a discussion item to a meeting of the Parks & Recreation Commission. The Commission will review the request based on the criteria outlined in the policy.
4. Action by the Parks and Recreation Commission: Following their review, the Commission will vote to approve or disapprove the donation; the recommendation will be forwarded to the

**VILLAGE OF HINSDALE
Park and Recreation
Donation Policy**

Board of Trustees for further discussion. The Commission shall specify the reason or reasons for their recommendation or decision and provide a summary to the Village Board. Approvals shall expressly set forth any limitations or conditions recommended or imposed. No member of the Commission shall participate in the vote of any matter in which that member has an interest as defined in the Hinsdale code of ethics.

5. Action by Board of Trustees: Upon receipt of the recommendation of the Parks and Recreation Commission, the next step is for the Board of Trustees to review the donation as a discussion item.

The Board of Trustees shall make a recommendation for approval of the application as submitted, or make modifications as they deem necessary, or shall disapprove the application. If the Village Board makes a recommendation for approval the donation request will be brought back to the Board of Trustees for a first reading for approval.

6. Upon final approval by the Board of Trustees, staff will collect the appropriate fees and oversee the installation of the Donation. Since this is a Village of Hinsdale Parks & Recreation policy, not a land use decision, there is no legal appeal associated with this policy. The Village Board's decision is final.

Criteria used to review Public Art Work, Monuments and Nonconforming Donations

APPROVAL CRITERIA

Approving or denying any gift, memorial or tribute is wholly within the discretion of Village of Hinsdale Board and no individual or organization has any right to make any improvement or place any items in public parks, regardless of whether they think their proposal meets the following approval criteria. Approval criteria focus on four general categories: appropriateness, aesthetics, maintenance and safety. All donations must comply with the Village code and building requirements.

Appropriateness:

Most effective outdoor public art is sited in spaces which bear a particular relevance to the subject of the piece. With commemorative monuments, historical associations between the subject or artist and a community are a traditional mechanism for the selection of an appropriate site. Consideration should also be given to the long-term impact of permanent monuments, and subjects should be of a stature able to weather time, changing attitudes etc. In no instance, should permanent monuments, which depict subjects that are trademarked or commercially licensed, be installed on public property.

Significance of event/person being memorialized or significance of a gift

- The memorial has timeless qualities and makes a statement of significance to future generations.
- The memorial represents a person or event deemed significant to Village of Hinsdale's history.

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- The gift or memorial must be consistent with the mission of Village of Hinsdale Parks & Recreation.

Aesthetics

Though conditioned by a range of subjective considerations, aesthetic merit is the primary determinant in the acceptance of permanent works of art. Proposed monuments must show evidence of the artist's mastery of the medium in which he or she is working (stone carving, bronze casting, etc.). Works of inferior workmanship will not be approved. The Village Board ultimately decides upon aesthetic grounds.

Project Design

- Proposal must be in concurrence with the Park Master Plan. If a Park Master Plan does not exist, a Needs Assessment of the park's service area must be completed in order to determine the need for future park elements and circulation patterns.
- The quality, scale, and character of the memorial are at a level commensurate with the particular park setting.
- Reuse, rehabilitate or restore an existing park feature where appropriate.
- Meets the requirements of American with Disabilities Act (ADA) by providing accessibility to all park users.
- Enhances a park by adding elements that add to identity and ambiance.
- The proposal does not create any public safety or security issues.

Location/Siting

- Donors may be asked to broaden their search for an appropriate location and consider other public or privately owned spaces which may provide a more suitable location.
- The proposed site offers opportunities for enhancement without diminishing a park's ability to offer undefined open space for quiet contemplation and/or spontaneous activities.
 - The increased use of a park due to a gift or memorial is appropriate for the park's context and surrounding uses.
 - The quality, scale, and character of the gift or memorial are at a level commensurate with the particular park setting. (Also to be considered during project design)
 - There should be some specific geographic justification for the memorial being located in that spot.
 - Alternative sites in rights-of-way, private property or other public property were considered and determined inappropriate.

Maintenance

Given the responsibility of preserving and maintaining donations, the Village cannot in good faith accept works of art which present an unreasonable maintenance burden. Works of art will not be accepted unless the donor or sponsor can provide a means of care which may be required through a Life Cycle Care fund.

Safety

Works of art should be safe to passersby, curious spectators (especially children), and the environment as a whole.

VILLAGE OF HINSDALE
**Park and Recreation
Donation Policy**

CONDITIONS OF DONATIONS

Installation: Installation of donated park elements, artwork and monuments, including the donor acknowledgement/memorial plaques, will be completed or overseen by Village personnel. The installation will be scheduled at a time and date as determined by Parks Maintenance staff so as not to unnecessarily interfere with routine park maintenance activities. Donor will pay the cost for the installation as determined by the Village.

Removal and/or Relocation: This section applies to both existing and new donations. The Village reserves the right to remove and/or relocate donated park elements and their associated donation acknowledgments/memorial plaques, when they interfere with site safety, maintenance or construction activities or at the end of their life cycle. The long term care and maintenance of donated park elements is important to both the donor and the Village.

Plaques/Acknowledgement: Donated items will include a plaque with a maximum of three lines and 25 characters per line. No corporate logos will be permitted. Text is subject to approval by Village staff.

Life Cycle Care Fund: The Village will determine the level of maintenance required for the donated park element, art work or monument. Based upon available budget funding and the type of care needed to reasonably maintain the donated park element, donors may be required to fund the cost of long-term maintenance through a contribution to the Life Cycle Fund. The establishment of the Life Cycle Care Fund ensures that the Village will care for the donated park element for the estimated life of the donation, or until such time the Village determines that the donated park element must be removed and/or relocated for unforeseen circumstances. The establishment of a Life Cycle Care Fund applies to all donated park elements installed after the adoption of this policy. It is in the Village's interest to exclude certain donations from this policy such as donations with short life spans. This policy shall not apply to land or building donations.

The Fund is established with the intent of providing a regular dedicated revenue source and sufficient to reasonably maintain future donations for the duration of their expected life cycle. The cost of a donation will include the cost of purchase, installation, and the estimated cost of maintenance sufficient based upon the expected life cycle for a donated item. The expected life cycle, routine maintenance and element costs are identified in a separate schedule at the time of donation. This schedule is maintained administratively and may be modified from time to time to ensure that sufficient resources are available to maintain donations.

VILLAGE OF HINSDALE Park and Recreation Donation Policy

Donation Application for Art Work, Monuments and Non-conforming donations

Application must include a summary to demonstrate how the proposed donation meets the application criteria established in the policy.

Name of Donor:

Address of Donor:

Phone Number:

Work:

Home:

Fax:

Email:

Description of Donation (if available provide a photo):

Proposed Location of Donation:

[illegible][illegible]

Value of Donation: \$

I have read the Donation Policy

Requested by:

Date: _____

Date: _____

Donation Cost Calculations

Element Type:

Value of Donation	\$
Cost of Plaque	\$
Life Cycle Term	Years (x)
Annual Life Cycle Cost (determined by Village staff)	\$
Life Cycle Cost	\$
Total Cost of Donated Element	\$ (

Board of Trustees Approval: _____ Date: _____