



MEETING AGENDA

**SPECIAL MEETING OF THE
PARKS AND RECREATION COMMISSION
Tuesday, January 14, 2020
7:00 p.m.
Memorial Hall – Memorial Building
(Tentative and Subject to Change)**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES**
 - a) Approval of minutes- November 12, 2019
- 5. LIAISON REPORTS**
 - a) Gateway Special Recreation Association Report
- 6. MONTHLY REPORTS**
 - a) Recreation Staff Report – December 2019
- 7. OLD BUSINESS**
 - a) Summer Tennis Program/HTA
- 8. NEW BUSINESS**
- 9. CORRESPONDENCE**
- 10. OTHER BUSINESS/DISCUSSION ITEMS**
 - a) Pool Hours/Daily Fees Update
 - b) Grant Update

11. 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

**VILLAGE OF HINSDALE
MINUTES OF THE MEETING
PARKS AND RECREATION COMMISSION
Tuesday, November 12, 2019**



CALL TO ORDER

Chairman Waverley called the meeting of the Parks and Recreation Commission to order at 7:04pm.

ROLL CALL

Members Present:

Chairman Alice Waverley, Commissioners Darren Baker, Chris Boruff, Heather Hester, and Greg Moore

Absent:

Commissioners John George and Steve Keane

Others Present:

Marty Brennan, HPTA President
Bryan Freel, HPTA Board Member
Kimberly Fornek, *Hinsdale Doings*

Staff Present:

Brad Bloom, AVM/DPS
Heather Bereckis, Superintendent of Parks and Recreation
Sammy Hanzel, Recreation Supervisor
Brian Powell, Aquatics Supervisor
Maggie South, Administrative Assistant

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

A. Approval of minutes—October 8, 2019

Commissioner Boruff motioned to approve the minutes of the October 8 meeting. Commissioner Hester seconded the motion. A voice vote was called and all were in favor. The motion passed.

LIAISON REPORTS

A. Gateway Special Recreation Association Report

Ms. Bereckis presented the report. The new bus has still not arrived, but should be arriving soon. Hinsdale is an area of major growth for Gateway, and staff is trying to find field and indoor space to further accommodate Gateway programming.

MONTHLY REPORTS

A. Recreation Staff Report – October 2019

Ms. Bereckis called attention to the postcards that were submitted with the Commissioners' packets. Ms. Hanzel created publicity postcards for the Lodge following the design of the new brochure and rebrand. One postcard is a general publicity postcard with information about the Lodge and the other is a follow up postcard for Lodge staff to send after tours. The final Lodge brochure will be available for the next Commission meeting. The Lodge Subcommittee will meet in December to discuss catering fees and preferred vendors.

Fall programming is coming to an end. The Winter/Spring brochure is going to print and will be delivered to residents December 2nd. Registrations will begin December 9th for residents and non-residents. Ms. Bereckis highlighted a new Winter/Spring special event, Corks and Forks, which will take place in February at the Lodge. This will be an educational event pairing food from Taste of Home Catering and wines from Hinsdale Wine Academy.

The Fall Movie in the Park was moved indoors to The Community House due to inclement weather. The lottery was drawn for Holiday Express. Some spaces remain for the 11:00 AM

train, but the 9:00 AM train is full with a waitlist. Breakfast with Santa is full with a waitlist. Other upcoming Winter/Spring events include the Easter Egg Hunt and Park Clean Up Day. Due to snow, fields were closed a week early. The ice rink will go up when the fall clean-up is completed. Weather depending, the rink should be ready to go for winter break. The warming house will be staffed and will serve hot chocolate to skaters.

B. Treasurer's Report- May-Sept 2019

Ms. Bereckis presented the report. End of season field rental fees are due, which will boost field revenues. John Finnell is struggling with finding a horticulturalist, which impacted the staffing budget. No emergency repairs have been needed in the parks this year. Early Childhood did experience an increase due to new cooperative programs. Ms. Bereckis and Ms. Hanzel explained cooperative programming to the Commission. There were some minor expenses associated with Platform Tennis before the program was fully taken over by HPTA. A growth in revenues was due to increased sponsorships negotiated by Ms. Hanzel. The Lodge will see an uptick in expenses due to the purchases of a new range and fridge. Staffing at the Lodge was discussed.

OLD BUSINESS

None.

NEW BUSINESS

A. Pool Report-End of Season

Ms. Bereckis introduced Brian Powell, Aquatics Coordinator to the Commission. Ms. Hanzel presented the report and described the different areas of the report, including pass sales, lesson enrollments, special events, and staffing. She noted that expenses are down, and explained the stub budget year to the Commission. An overall increase in revenue was noted in pass sales in Neighborly and Non-Resident passes, as well as in Daily Admissions. Potential changes to the pool hours based on peak visit hours were introduced.

Some slight declines were noted in private lesson enrollments and Town Team registrations for the 2019 season. Next year, Town Team will begin using an updated logo to modernize the program.

Some new special events were offered, such as Grandparents Day, Armed Forces and First Responders Appreciation Day, and the Mermaid and Pirate Meet and Greet. Dog Days of Summer was brought back for another very successful event. Some new events that will be offered for the 2020 season include Wellness Days and a Color War event. Members requested an Adult Afterhours Event. Staff and Baldinelli's are looking into the logistics of serving alcohol at such an event. Cardboard Boat Regatta was cancelled due to low enrollment and weather; Staff will reevaluate offering it next season.

B. HPTA Hut Design Review

Ms. Bereckis presented a general overview of the plans presented for the HPTA Paddle Tennis Hut design. Bryan Freel and Marty Brennan introduced themselves as representatives of HPTA and presented the plans to the Commission. Mr. Brennan called the Commissioners' attention to the main floor plan and explained what HPTA is proposing for the Hut, including a 28 foot addition with a basement extending toward the lacrosse fields at Katherine Legge Memorial Park. The main focus is on creating additional space for members and storage. Additional facilities, including an office for a paddle professional and an expansion of the existing bar will be added. The renovation will make the space more contemporary and comparable to other paddle huts in the area. The plans for basement storage, the outdoor deck, and summer usage of the courts were discussed. Commissioner Boruff inquired whether or not this will create any

disturbance for the neighbors. Mr. Brennan replied that HPTA will be reaching out to neighbors, but they do not anticipate any friction. There will be no changes to the area facing neighboring homes. The Commission was in favor of the proposed changes.

CORRESPONDENCE

None.

OTHER BUSINESS/DISCUSSION ITEMS

A. Construction Update

Ms. Bereckis informed the Commission that the courts at Peirce Park are complete, but they need to be striped. Due to weather, they cannot be striped until next year.

B. HPTA Update

Ms. Bereckis informed the Commission that the plans for the Hut will go to the Plan Commission and the Board of Trustees.

C. Grant Update

Ms. Bereckis provided an update on the status of the OSLAD Grant. The Village was invited to Springfield to give a three minute presentation to the board of the Illinois Department of Natural Resources. Village Manager Kathleen Gargano made the presentation. Staff should hear whether or not the grant was awarded in mid-spring. Because the pool is unique in construction and is widely used by the surrounding communities, Ms. Bereckis feels that our chances may be better than originally thought.

Ms. Bereckis also informed the Commission that the state may be releasing PARC Grants soon. PARC Grants are awarded to brick and mortar buildings. Ms. Bereckis is planning on applying for the Grant to make some much-needed ADA improvements to the Lodge facility.

D. Pedestrian Bridge Update

Commissioner Moore requested an update on the pedestrian bridge survey. Mr. Bloom gave a brief review of the survey results, noting that most respondents used the bridge for recreational use. Hinsdale residents seemed mostly ambivalent about the location. Those with homes near the bridge initially wanted the bridge to stay in its current location, but they would now like it moved. The Board of Trustees considered the resident input they received and recommended moving the bridge to the 47th Street location, which would connect Veeck Park with Spring Rock Park in Western Springs. The Village Board of Western Springs will consider the issue at their next meeting.

E. Meeting Schedule

There is no December meeting scheduled. The next meeting will be held on January 14, 2020.

ADJOURNMENT

Commissioner Boruff motioned to adjourn the meeting at 8:33pm. Commissioner Moore seconded the motion. A voice vote was called and all were in favor. The meeting was adjourned at 8:33pm.

Gateway Special Recreation Association

Board Meeting

Thursday, December 12, 2019

3:00 PM

Oak Brook Family Recreation Center

1450 Forest Gate Road

Oak Brook 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 2019 Regular Meeting Minutes
 - B. Approval of the December, 2019 Treasurer's Report
- VI. REPORTS
 - A. RGA Monthly Report
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
 - A. Disposition of Van #171
 - B. Audit
 - C. Certificate of Insurance
- IX. OPEN FORUM
- X. ADJOURNMENT

Items listed on the agenda will be discussed and considered by the Board. The Board welcomes public comment on the agenda items during discussion. Gateway Special Recreation is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact John Fenske, at 630-323-8215 or at jfenske@willowbrook.il.us promptly to allow the Board to make reasonable accommodations for those persons.

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

November 14, 2019

- I. **Call to Order:** Chairman Fenske called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on November 14, 2019 at the Oakbrook Family Recreation Center, 1450 Forest Gate Road in Oakbrook, Illinois. A Quorum was present.

Roll Call: Board Members present: Jim Pacanowski, Burr Ridge; Cindy Szkolka, Elmhurst; Heather Bereckis, Hinsdale; Karen Spandikow, Oak Brook; Matt Russian, Pleasant Dale; John Fenske, Willowbrook; Scott Nadeau, York Center

Absent: Billy Rosinia, Countryside; Dean Hoskin, Westchester

Ray Graham Staff: Ryan Massengill

Visitors: None

- II. **Open Forum:** None

- III. **Board Member Comments:** None

- IV. **Communications:** None

- V. **Omnibus Agenda:**

- A. Approval of October, 2019 Regular Meeting Minutes
- B. Approval of November, 2019 Treasurer's Report

A motion was made by Cindy Szkolka, Elmhurst; to approve the Omnibus Agenda and seconded by Karen Spandikow, Oak Brook.

Treasurer Nadeau noted that check #2019 was paid out prior to the meeting as payment was required upon delivery of new vehicle.

On a voice vote, the motion passed unanimously.

- VI. **Reports:**

RGA Monthly Report-Superintendent Massengill reviewed her report noting that things are going well and basketball is underway. Location and staffing difficulties caused basketball teams to be capped at 4 instead of offering 5. A few of the cancelled programs are kids programs and staff will continue to try offerings to reach those participants. Staffing continues to be an issue and existing team members are stepping up to cover programs. Superintendent Massengill attended a transition program fair for local high schools at Lyons Township. The new vehicle

(298) has finally arrived and is in use. They are having trouble locating the title for vehicle 171 (Board members will respectively check their own records) and it is not being used often. As it accommodates up to 4 wheelchairs, this vehicle type is not optimal due to lack of wheelchair transportation needs. The desire would be to sell this vehicle. Discussion continued regarding details of possible requirements to sell the vehicle (donate surplus property, check with our attorney, Kars for Kids). Scholarship status was reviewed and should be finalized for the fall season. Volunteers are still needed for the basketball season (referees and scorekeepers). Lastly, special events were reviewed and the Monster Mash was a great success.

Cindy Szkolka added that Elmhurst will have 1 location for summer camp at Hawthorn school. Most likely a second location will not be available and will need to be discussed sooner rather than later. Superintendent Massengill stated that due to a number of factors (ESY program, minimum wage increases, historical attendance) a half-day program may be offered.

VII. Old Business:

- A. Vehicle Lease/Purchase Discussion- Superintendent Massengill had copies of all the new vehicle paperwork and Secretary Russian will retain the copies. Superintendent Massengill has the originals.

VIII. New Business: None

- IX. Open Forum:** Secretary Russian reminded everyone that updated Certificates of Insurance will need to be submitted as most expire at the end of 2019.

Karen Spandikow inquired as to when the next agency bills are distributed and Treasurer Nadeau said they come out in January and they might be available at the December meeting.

- X. Adjournment:** Heather Bereckis, Hinsdale; made a motion to adjourn the meeting, seconded by Scott Nadeau, York Center. Motion passed on a voice vote. Meeting adjourned at 3:19 pm.

**GATEWAY SRA
CHECK REGISTRY
Date: November 2019**

Check #	Issued to	Description	Amount	Total
2021	JMS Auto	Oil Change, Tire Rotate	\$ 43.34	\$ 43.34
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Totals				\$ 43.34

NOTE* Check 2019 to Landmark Ford was paid out before the November board meeting.

Bank Accounts Reconciled as of	
General Checking Account	\$ 7,061.96
Money Market Account	\$ 202,491.75
Totals	\$ 209,553.71
Check Registry	\$ 43.34
Outstanding check Total	\$ -
Balance after Check Registry	\$ 209,510.37

GATEWAY SRA 2019-2020
MONTHLY TREASURER'S STATEMENT

		December					
DATE		CURRENT	YEAR TO				
REVENUES		MONTH	DATE	BUDGET	VARIANCE	% OF	
ACCT. #	DESCRIPTION				TO BUDGET	BUDGET	
110	Interest	\$ 304.81	\$ 1,831.48	\$ 2,000.00	\$ 168.52	92%	
120	Member Contributions	\$ -	\$ 255,964.74	\$ 548,216.13	\$ 292,251.39	47%	
130	Misc. Revenues	\$ -	\$ 1,250.00	\$ -	\$ (1,250.00)	0%	
Total Revenues		\$ 304.81	\$ 259,046.22	\$ 550,216.13	\$ 291,169.91	47%	
EXPENSES		CURRENT	YEAR TO				
ACCT. #	DESCRIPTION	MONTH	DATE	BUDGET	VARIANCE	% OF	
					TO BUDGET	BUDGET	
500	Audit Services	\$ -	\$ -	\$ 3,900.00	\$ 3,900.00	0%	
510	Day Camp Transportation	\$ -	\$ 5,644.30	\$ 5,500.00	\$ (144.30)	103%	
520	Financial Assistance	\$ -	\$ 2,187.00	\$ 4,000.00	\$ 1,813.00	55%	
530	Legal Fees	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	0%	
540	Insurance	\$ -	\$ 1,600.00	\$ 2,500.00	\$ 900.00	64%	
550	Misc. Expenses	\$ -	\$ 35.00	\$ 250.00	\$ 215.00	14%	
560	One on One Aids	\$ -	\$ 5,177.50	\$ 8,000.00	\$ 2,822.50	65%	
570	Program Supplies	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0%	
580	Marketing / Web-IT	\$ -	\$ 135.00	\$ 1,200.00	\$ 1,065.00	11%	
590	Service Contract	\$ -	\$ 236,460.00	\$ 472,920.00	\$ 236,460.00	50%	
600	Vehicle Fuel	\$ -	\$ 2,850.45	\$ 8,750.00	\$ 5,899.55	33%	
610	Vehicle Repairs	\$ 43.34	\$ 3,146.81	\$ 10,000.00	\$ 6,853.19	31%	
620	Transportation Fund	\$ -	\$ 38,080.00	\$ 41,000.00	\$ 2,920.00	93%	
Total Expense		\$ 43.34	\$ 295,316.06	\$ 560,520.00	\$ 265,203.94	53%	



Gateway SRA Board Meeting
December 12, 2019
RGA Report



2018/2019 Comparison
As of 12/11/2019

December 2019

District	Registered Participants
Burr Ridge	8
Elmhurst	64
Hinsdale	23
Oak Brook	8
Pleasant Dale	3
Willowbrook	8
Westchester	7
York	0
Countryside	1
Non-resident	10
Total	132

Fall Program Line Up

- 28 Weekly Programs
- 10 Special Events
- 2 Week Camp Snowflake

Full Programs as of 12/11/19

- Recreation Sensation
- Northern Social Club
- Saturday Night Explorers North
- Shop Till You Drop
- Special Olympic Basketball

Cancelled Programs

- Bumper Bowl
- Family Play Group
- Little Explorers Day Out
- Octoberfest for Kids
- Games Galore

Gateway SRA/RGA Team Update 12/11/19

Total Staff

- 4 Full Time, 1 Recreation Activity Leader, 9 Recreation Leaders, 9 Recreation Aides, 20 Camp Counselors

We currently have the following positions **OPEN**:

- 1 Recreation Activity Leader
- 4 Recreation Leaders
- 5 Recreation Aide

2018/2019 Programs By Season

2018 Program Season	Number of programs Offered	Number of Programs Canceled
Winter/Spring	47	1
Summer	40 6 Camp options	1
Fall	49	3
Total:	142	5

2019 Program Season	Number of programs Offered	Number of Programs Canceled
Winter/Spring	60	1
Summer	46 6 Camp options	2
Fall	40	5
Total:	152	8

Member Districts	2019 New Participants
Burr Ridge	1
Elmhurst	9
Oak Brook	1
Countryside	1
Non-resident	3
Total	15

Gateway Vehicles Update as of 12/11/19

Vehicle #	Type	Year	Mileage	Maintenance	Plans
170	8p Ford E350 Wheelchair Accessible Van	2002	57,602	None	Replace in FY21
192	Paratransit Bus Ford E450 15p + WC	2004	90,085	None	Replace with New Lease in 2022
283	Paratransit Bus Ford E450 15p + WC	2016	37,461	None	Lease Ends June 2022
298	15p Ford Transit	2019	570	Safety	No Plans as of 2019
171	15p Van Ford E350	2002	140,077	None	Replaced with new-FY20

Scholarships Status as of 12/11/19

Burr Ridge = \$100 (1)

Elmhurst = \$475 (5)

Westchester = \$300 (3)

Pleasant Dale = \$108.50 (1)

Willowbrook = \$249.00 (2)

Gators Special Olympic Basketball Program

VOLUNTEERS ARE STILL NEEDED! Do any member agencies use outside referee companies for their sports, if so are they reliable? What is the cost?

Winter/Spring 2020 Brochures

Program guides have gone out in the mail. Registration is available via, mail in with pre-printed envelopes, online, or in-person. Distribution will make its way around to member districts.

December Highlights

Shop Till You Drop

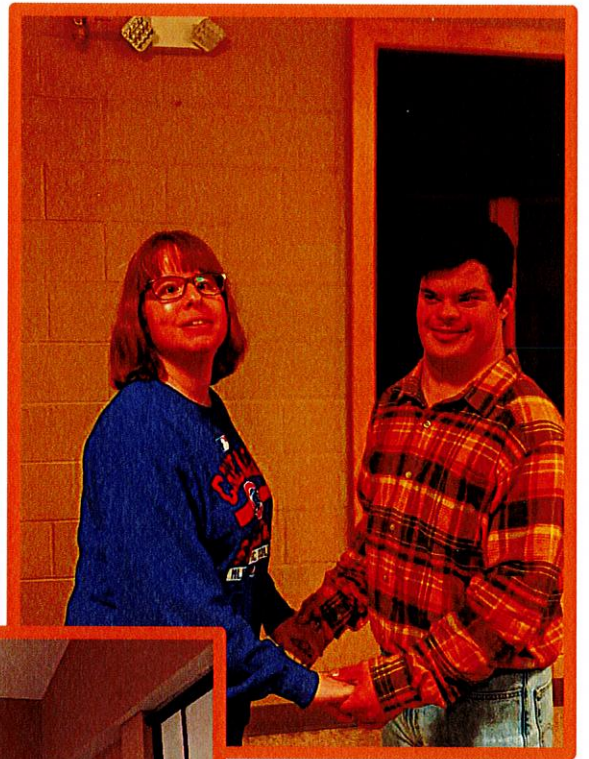
Ugly Sweater Party

Program Highlights**Friendsgiving**

Gateway SRA's 1st ever Friendsgiving! Keeping with the trends we decided to host a "Friendsgiving" party. 48 people joined us for this event. We shared dinner, dancing and a bunch of laughs. This was a great opportunity for our people to share their Friendsgiving event photos and stories with their peers and families.

Chicago Bears Game Viewing Party

This year our group had chosen to change the location from Buffalo Wild Wings to QBar in Darien for the Chicago Bears Viewing Party. The chose this location based on a previous event hosted there in the Spring of this year. This event had a turnout of 17 people. The group not only watched the game but also participated in some "games" at the venue as well. This is another opportunity for people to enjoy the game and party atmosphere in a safe and supported environment.



ORDINANCE NO. 2019-1

AUTHORIZING THE SALE OR DISPOSAL OF ITEMIZED SURPLUS EQUIPMENT AND VEHICLES NO LONGER DEEMED USEFUL OR NECESSARY TO THE GATEWAY SPECIAL RECREATION ASSOCIATION

WHEREAS, Gateway Special Recreation Association ("Gateway SRA") has been formed through Intergovernmental agreement as an extension of the Burr Ridge, Elmhurst, Oak Brook, Pleasant Dale, Westchester and York Center Park Districts and the City of Countryside and the Villages of Hinsdale and Willowbrook to provide recreational services to their residents; and

WHEREAS, Park Districts are empowered by Illinois law, 70 ILCS 1205/8-22, to convey or to sell personal property which, in the opinion of three-fifths of the park board then holding office, is no longer necessary, useful to, or for the best interest of the Park District; and

WHEREAS, Illinois cities and villages are empowered by Illinois law, 65 ILCS 5/11-76-4, to convey or to sell personal property which, in the opinion of a majority of the corporate authorities is no longer necessary or useful; and

WHEREAS, the Gateway SRA is the owner of a 2002 Ford E350 15 Passenger Van, which the Gateway SRA Board of Directors has determined by super-majority vote is no longer necessary nor useful to or for the best interest of the Gateway SRA to retain ownership of; and

WHEREAS, on such finding, the Board of Directors has determined to convey or to sell the Van, as allowed under Illinois law.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Gateway SRA, in regular session assembled as follows:

SECTION 1: The recitals set forth above are incorporated herein and made a part of this Ordinance.

SECTION 2: The Board of Directors finds that the Van described herein is no longer necessary nor useful for the Gateway SRA purposes.

SECTION 3: Based on this finding, the Board of Directors finds that it is reasonable, necessary and in the best interest of the Gateway SRA to convey or to sell the Van through the manner deemed most advantageous to the Gateway SRA, without any requirement of advertisement for sale, and, that all paperwork required to sell or convey the Van shall be properly executed to consummate the transaction.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this ____ day of December, 2019.

Ayes: ____ Nays: ____ Absent: ____

President

Attested and Signed in my office this ____ day of December, 2019.

Secretary



6 a.

MEMORANDUM

DATE: January 14, 2020

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

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: December Staff Report

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

The Lodge at KLM Park

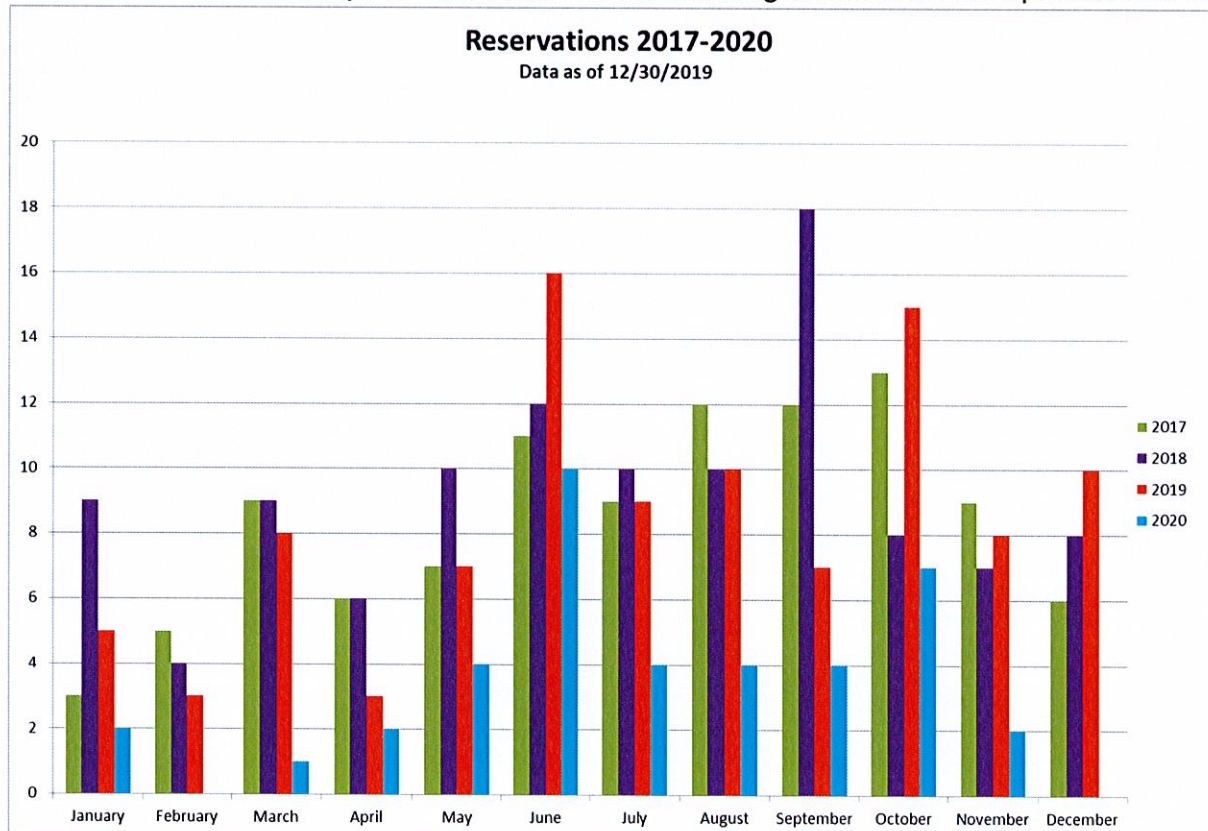
Preliminary gross rental and catering revenue for the fiscal year-to-date is \$146,803. Rental revenue for the eighth month of the 2019/20 fiscal year is \$14,774. In December, there were 12 events held at The Lodge, which was two more than the previous year. Expenses for December are lower than the previous year due to timing of invoices.

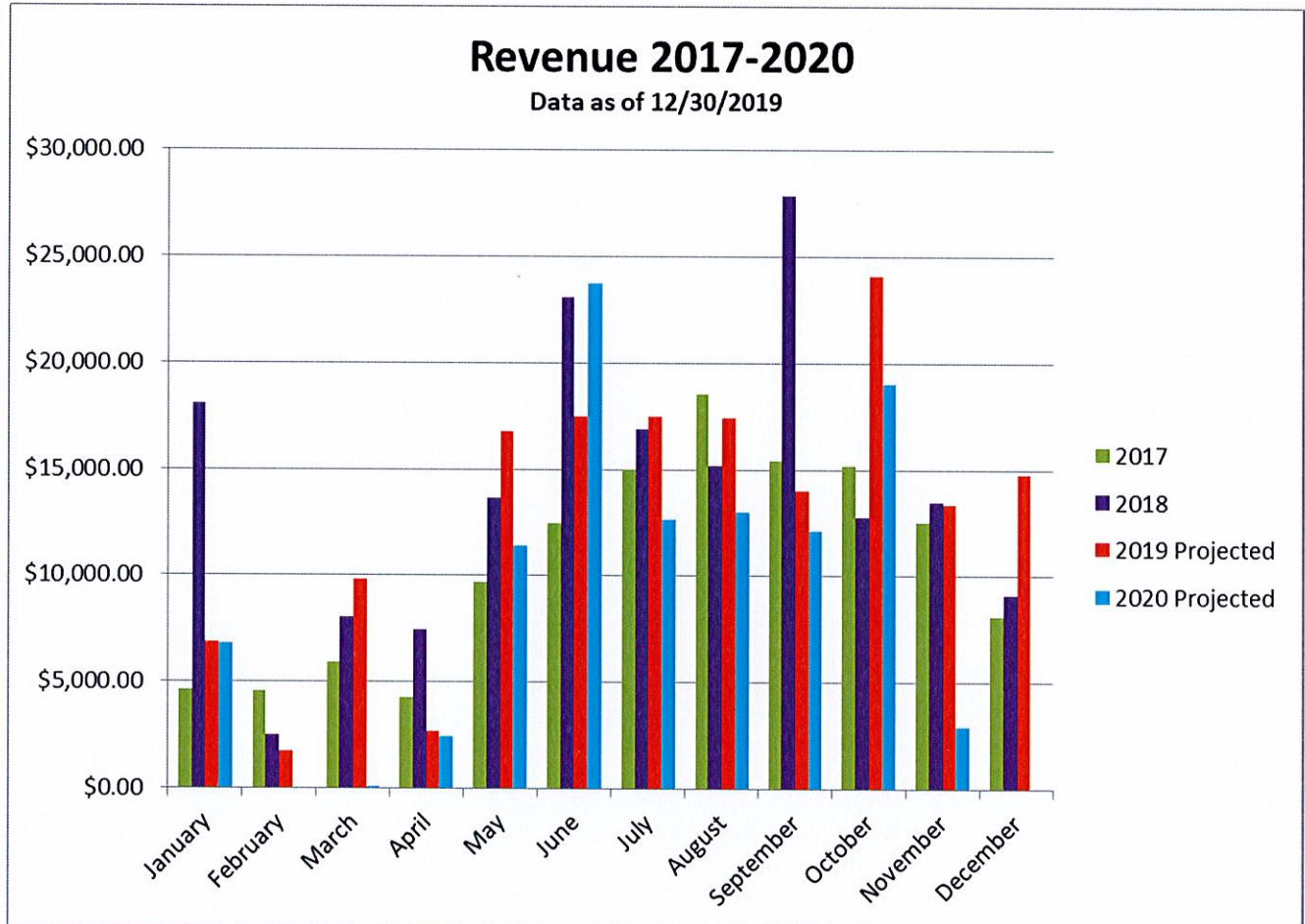
REVENUES	December		YTD		Change Over the Prior year	2019-20 Annual Budget	FY 19-20 % of budget	2018-19 Annual Budget	FY 18-19 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
The Lodge Rentals	\$9,125	\$14,774	\$132,004	\$135,303	\$3,299	\$150,000	90%	\$150,000	88%
Caterer's Licenses	\$0	\$0	\$11,500	\$11,500	\$0	\$15,000	77%	\$13,000	88%
Total Revenues	\$9,125	\$14,774	\$143,504	\$146,803	\$3,299	\$165,000	89%	\$163,000	88%
EXPENSES	December		YTD		Change Over the Prior year	2019-20 Annual Budget	FY 19-20 % of budget	2018-19 Annual Budget	FY 18-19 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
Total Expenses	\$15,645	\$8,473	\$97,858	\$77,503	(\$20,355)	\$236,243	33%	\$195,839	50%
Net	(\$6,520)	\$6,301	\$45,646	\$69,300	\$23,654				

MEMORANDUM

The Lodge 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	2018/19 FY	2019/20 FY
May	\$ 8,561	\$ 8,801	\$ 16,796	\$ 13,745	\$ 16,000	\$ 12,200	\$ 9,725	\$ 13,675	\$ 16,744
June	\$ 11,156	\$ 10,745	\$ 26,818	\$ 17,450	\$ 22,770	\$ 22,845	\$ 12,495	\$ 23,045	\$ 17,494
July	\$ 13,559	\$ 9,786	\$ 18,650	\$ 12,909	\$ 27,475	\$ 12,550	\$ 15,000	\$ 16,874	\$ 17,466
August	\$ 17,759	\$ 18,880	\$ 19,579	\$ 25,350	\$ 24,775	\$ 11,500	\$ 18,555	\$ 15,205	\$ 17,395
September	\$ 14,823	\$ 14,498	\$ 12,137	\$ 24,510	\$ 15,250	\$ 12,645	\$ 15,410	\$ 27,860	\$ 13,980
October	\$ 16,347	\$ 15,589	\$ 14,825	\$ 23,985	\$ 25,580	\$ 21,045	\$ 15,180	\$ 12,770	\$ 24,085
November	\$ 8,256	\$ 11,612	\$ 8,580	\$ 14,724	\$ 14,825	\$ 6,700	\$ 12,500	\$ 13,450	\$ 13,365
December	\$ 8,853	\$ 10,265	\$ 13,366	\$ 17,290	\$ 17,200	\$ 13,457	\$ 8,125	\$ 9,125	\$ 14,774
January	\$ 1,302	\$ 4,489	\$ 250	\$ 8,450	\$ 2,850	\$ 4,624	\$ 18,089	\$ 6,855	\$ 6,800
February	\$ 2,301	\$ 6,981	\$ 7,575	\$ 3,120	\$ 2,400	\$ 4,550	\$ 2,495	\$ 1,725	
March	\$ 2,506	\$ 7,669	\$ 4,245	\$ 6,725	\$ 8,945	\$ 5,944	\$ 8,045	\$ 9,804	
April	\$ 2,384	\$ 4,365	\$ 3,600	\$ 12,695	\$ 9,125	\$ 4,300	\$ 7,482	\$ 2,700	
total	\$ 107,807	\$ 123,680	\$ 146,421	\$ 180,953	\$ 187,195	\$ 132,360	\$ 143,101	\$ 153,088	\$ 142,103

The graph below shows the past three years of Lodge revenue and the upcoming years' projections. Future projections are based on what is currently booked. Also included is a graph indicating the number of monthly reservations. 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 currently working with the approved marketing plan for the 2019/20 FY, including the addition of Search Engine Optimization (SEO) and progressive marketing through The Knot. The committee is now working on reviewing charges for caterers and single use vendors. The sixth meeting was held for December 12th. A final version of the new logo, brochure, and business cards were presented at the October Parks & Recreation Commission meeting.

Upcoming Brochure & Activities

Brochure & Programming

The winter/spring brochure was delivered to residents on December 2nd. Registration began on December 9th. Programs for winter/spring began in late December. The summer brochure is in the planning process, with delivery to residents scheduled for March 16th, 2020



MEMORANDUM

Special Events

New for the 2019 Holiday season was a pop-up special event called The 12 Days of Holiday Cheer. This event was a joint venture with the Parks & Recreation (P&R) and Economic Development (ED) Departments. Staff was able to collect over \$3,000 in sponsorship from local business. Residents were extremely excited to watch for the daily clues posted on social media, and then hunt for prizes.

Breakfast with Santa was held at The Lodge on December 7th. The event was sold out and well received, with over 90 people in attendance. The event provided a full breakfast, crafts, and the opportunity to take photos with Santa.

The Holiday Express took place on December 8th, 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.

Spring special events will include the Egg Hunt, Park Clean-up Day, and the new Corks & Forks event at The Lodge. This new event will include five wine and food pairings, as well as a bit of wine education. The event is sponsored by Hinsdale Wine Academy and Taste of Home Catering.

Field & Park Updates

Fields/Parks

Staff is now booking field space for spring 2020. Public Service staff has finalized winterizing park bathrooms. Peirce Park bathrooms had new flooring installed; an epoxy similar to that of the Pool and KLM bathrooms. New flooring at Burns is scheduled for early March.

Ice Rink

The new ice rink liner has arrived and staff will work to install it once temperatures are consecutively below freezing for six or more days. The Warming Hut will again be staffed on weekends and will provide fires and free hot chocolate.



7a.

MEMORANDUM

DATE: January 14, 2020
TO: Chairman Waverley and Members of the Parks & Recreation Commission
FROM: Heather Bereckis, Superintendent of Parks & Recreation
RE: Hinsdale Parks & Recreation Summer Tennis Program

Background

The Village has had a license agreement with Hinsdale Tennis Association (HTA) for the past 12 years which allowed them to utilize Village courts for their instructional tennis program; courts utilized for the program are at Burns Field and Robbins Park. Each agreement has been for a period of one year.

In addition to the lesson program, since 2014 the Village has issued a lease agreement to HTA that allowed utilization of Village courts for the instruction of the competitive level players. The terms of the prior agreement were that the Village receives a flat rate fee for the summer season. However for the 2019 season, the agreement was converted to an 80%/20% split due to the increased registration and usage of Village courts for private instruction, while recreational lessons were continuing to decline.

Staff has worked with HTA to modify the group lesson program over the past three summers, with a goal of increasing enrollment and revenue. During the summer, participants were surveyed and overall the feedback was positive; with some asking for slightly longer camps sessions, more experienced instructors, and more publicly advertised private lessons. Staff made several changes in 2017, 2018, and 2019 which included modifying the number of weeks and class times as to not compete with other programs, changing program descriptions and pricing, and coordinating a free tennis clinic to garner interest in youth tennis. Despite all of this, group lesson registration and revenue continues to decrease.

Discussions with the Parks & Recreation Commission (P&R) regarding the recreational and private instruction led to the creation of a tennis subcommittee. The goal of this committee being that they would identify new ideas and solutions to help curb the disinterest in the Village's recreational tennis programming. The main suggestion was to look into other tennis programs and see how they run, and what draws participants to their programs. Other items discussed included fees, timing, session length, and marketing.

Concurrently, D86 reached out to staff informing them that the tennis and sports fields would be under construction for the summer of 2020. This will cause disruption to the summer camps that are held at the high school. Head coach of the girls' tennis program, Shawna Zsinko, reached out to staff asking to use Burns Field courts for one month during the summer, from 9am-12pm in order to host their tennis camp. While meeting to discuss fees for this use, staff approached



MEMORANDUM

the idea of recreational tennis programming. The idea was favorable to Coach Zsinko, so staff requested that she prepare a program proposal. Details of this proposal are reviewed below.

Proposal

The program proposal from Coach Zsinko included running two-three week recreational tennis lesson programs at Burns field. She would be assisted by Bill Alex, assistant head coach for both girls and boys tennis at the high school. The program would run from 8am-9am during the weeks of June 8th, 2020 through July 24th, 2020. The week of June 29th would be an off week, and Fridays will be reserved for make-up days.

Classes will be offered on Monday/Wednesday or Tuesday/Thursday. All age levels will have classes during this time, with ages 4-7 having a 45 minute class and ages 8 and older practicing for one hour. Fees for the 45 minutes class are proposed at \$72R/\$90NR. Fees for the one hour classes are proposed at \$108R/\$135NR. The Village will continue to market and take registration for this program, and will have an 80%/20% split of revenues.

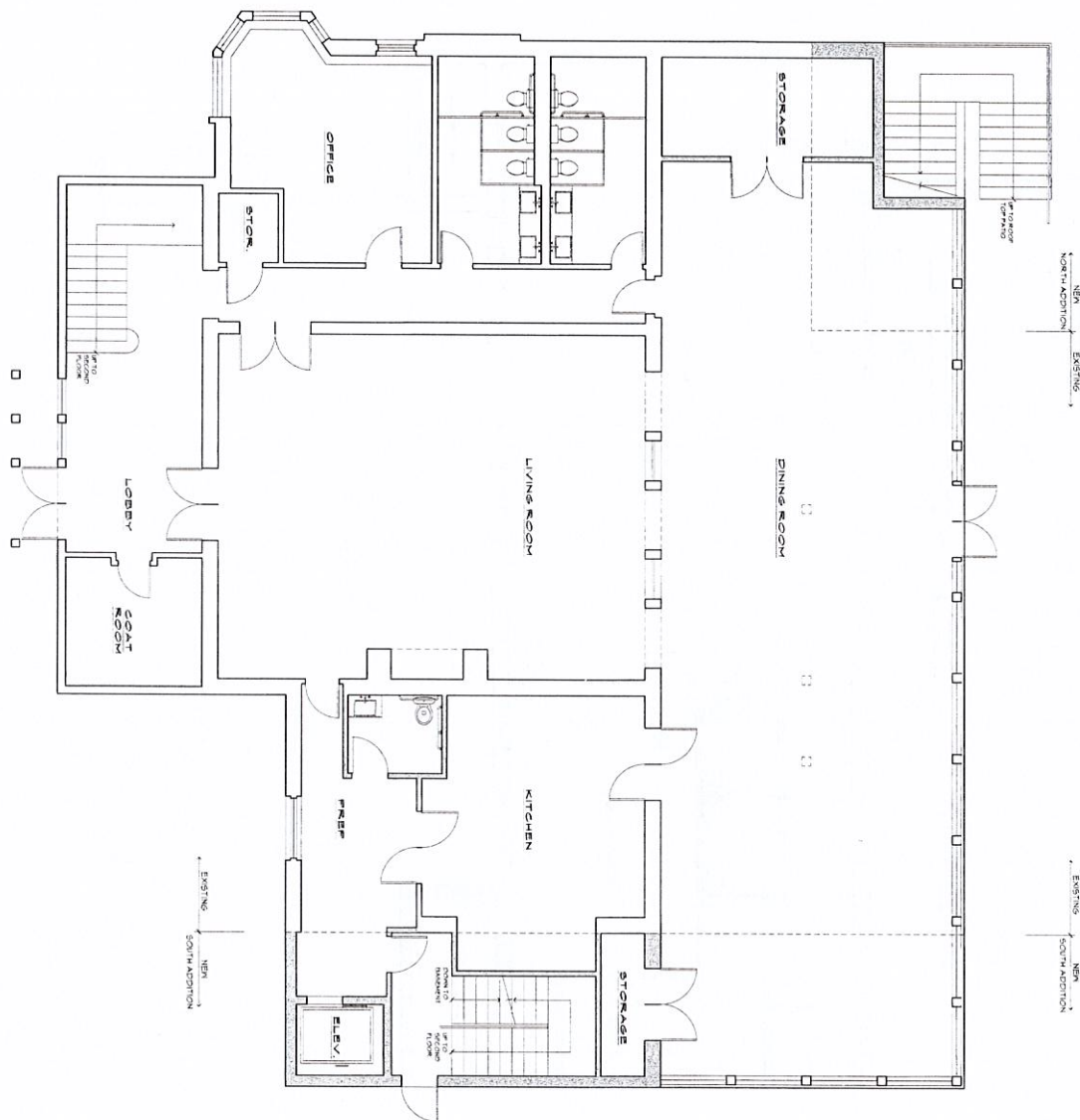
Staff and coaches believe that a fresh push of marketing and the reputation of the high school teams will help drive registration. The simplified schedule and fee improvements that accurately reflect the value of the program should also appeal to participants.

Recommendation

Based on prior discussion at P&R commission meetings, and the feedback of the tennis subcommittee, staff is recommending declining the renewal of the recreational license agreement with HTA and moving forward with a new provider for the 2020 summer lesson program. Additionally, staff is recommending that HTA be granted first right to court rental space for private lessons, in lieu of the 80%/20% split of revenue as has happened in past years. This will allow for a set fee to be charged per court, per hour of usage, and alleviate the inconsistencies in tracking the current participants and usage. Finally, staff would like to continue the relationship with HTA for Junior Tennis Camp, as this program is showing to be successful and allows for more variety in the Village's offerings. The revenue split for this program would remain 80%/20%.

106.

FIRST FLOOR PLAN-OPTION 1



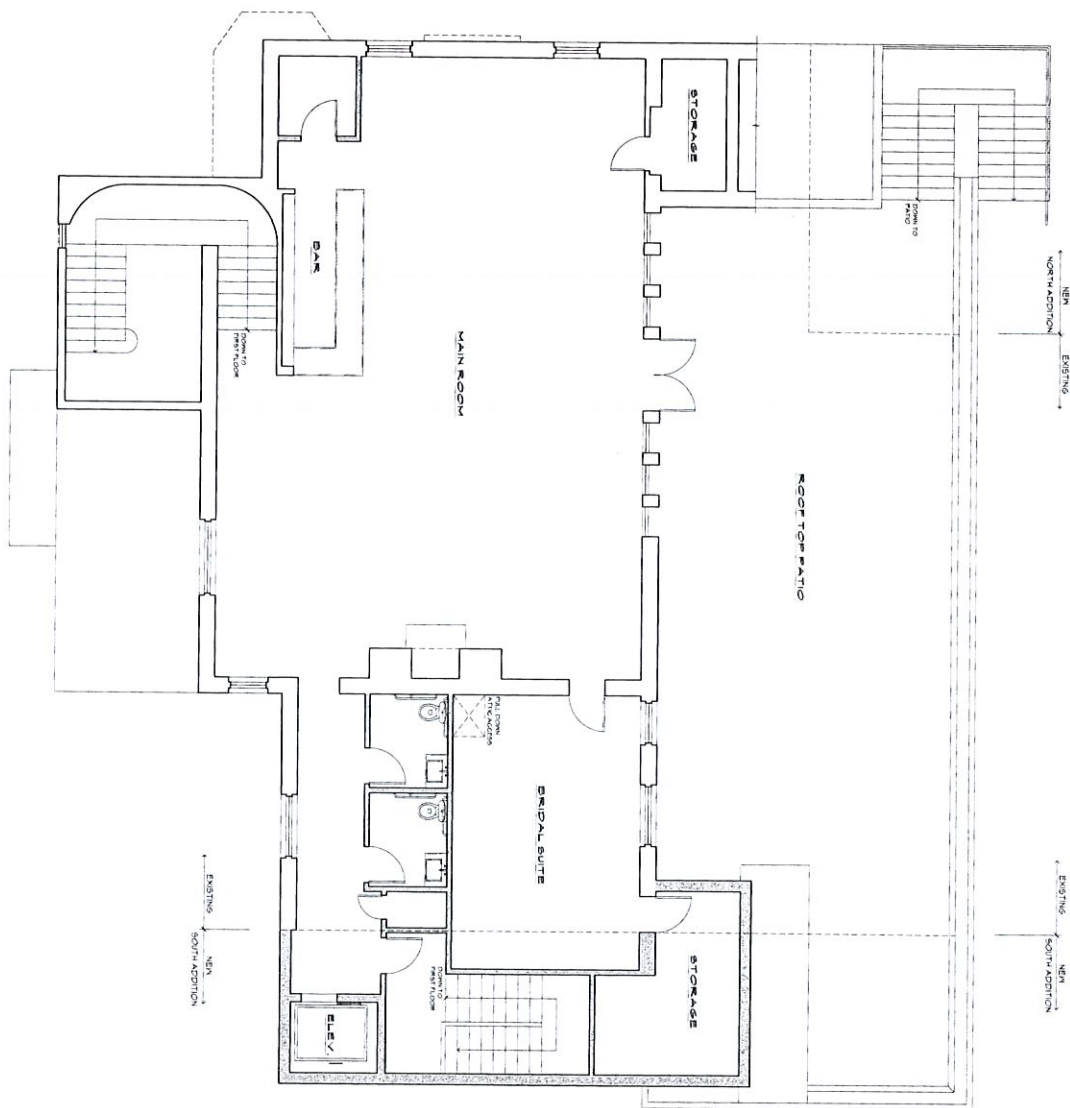
EXISTING NET AREA:	4,770 SF.
SOUTH ADDITION:	726 SF.
NORTH ADDITION:	206 SF.
TOTAL:	5,710 SF.



THE KATHERINE LEGGE MEMORIAL LODGE
HINSDALE, IL

MICHAEL ABRAHAM
ARCHITECTURE

SECOND FLOOR PLAN - OPTION 1



EXISTING NET AREA	2,736 S.F.
SOUTH ADDITION	505 S.F.
ROOFTOP PATIO	1,576 S.F.
TOTAL:	4,817 S.F.

THE KATHERINE LEGGE MEMORIAL LODGE
HINSDALE, IL

MICHAEL ABRAHAM
ARCHITECTURE