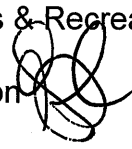


## MEMORANDUM

**To:** Chairman Kluchenek & Members of the Parks & Recreation Commission

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

**DATE:** September 19, 2011

**SUBJECT:** August Parks & Recreation Report

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The following is a summary of activities completed by the Parks and Recreation Department during the month of August 2011.

### RECREATION SERVICES

- The fall seasonal brochure was distributed in the Hinsdalean on Thursday, September 1<sup>st</sup>. Flyers and a press release have been sent out to promote fall programs.
- Footings for the KLM shelter will be poured next week. Arrival of the shelter and installation is scheduled for the week of September 19<sup>th</sup>. Once the project is complete paperwork will be submitted to the Township for reimbursement. Staff is reviewing pavilions rental fees to see if we should consider an increase to the fee for the 2012 season.
- The two new platform courts are 50% complete. The existing Com Ed fee was undersized for the new load which resulted in additional cost. Staff is working with HPTA to establish a repayment plan for the cost of the project that is not funded through donations and the sale of lifetime memberships.
- The hauling of the dirt from Veeck Park has been completed. Village staff is receiving estimates to restore the east soccer field and berms. A meeting has been set with AYSO to discuss Veeck field conditions.
- The resurfacing of Brook Tennis Courts is underway. Work should be completed by September 20<sup>th</sup>.
- Staff has met with representatives from Poo Free Parks. They provide a service of pet waste programs at no charge to communities. They furnish and stock waste bags for residents by selling advertising on the stations.
- Staff attended a July 4<sup>th</sup> Parade meeting with staff from Wheaton Park District and The Village of Downers Grove. Staff is compiling items for consideration to off-set the cost of the parade.
- Fall field usage is underway. The limited soccer fields at Veeck have made the possibility of travel teams rentals limited for this season. Staff continues to work with athletic organizations to use lacrosse and football fields for rentals to increase rental revenue.

- Falcon Football has requested to install a new score board at Brook Park. They would pay the cost for the score board and installation. The existing board is old and they no longer sell replacement parts. The score board will be similar in size. They are requesting to move the scoreboard a foot farther from the field for safety. Staff is working with the Village Manager to secure the appropriate permit.
- Letters have gone out to Residents living near Brook to inform them of the Falcon Football Schedule. We do this annually as the parking and noise is a challenge for the residents.
- The department is offering a 15 & under fall ball league this season. The program was offered for the first time and is generating additional surplus revenue.
- Fall Festival is scheduled for Saturday, October 15<sup>th</sup> at Burlington Park. This event is coordinated by Village and supported by the Chamber, Community House, Library, Hinsdalean and Hinsdale Center for the Arts.
- Holiday events include Breakfast with Santa and Polar Express will be held in December. A registration lottery is held for Residents for the Polar Express to ensure equal opportunities to all that are interested.

### Katherine Legge Memorial Lodge

Repairs to the gutters are needed before we can tuck point. Staff has received one price at this time. Hopefully funds appropriated in the capital budget will cover the tuck pointing.

The Lodge Manager is reviewing last year's event schedule to assess why rentals are down this year over last.

August 2011			
KLM Rental Slots	Slots Available	Slots Used	Percentage
Weekday am slots	21	6	28.57%
Weekend am slots	8	3	37.50%
Weekday evening slots	18	4	22.22%
Weekend PM Slots	13	10	76.92%

*Friday evening counts as part of the weekend*

August 2011 RENTAL GROUPS	
Residents	6
Non-Resident	8
Community Service	1
Resident NFP	0
Non-Resident NFP	6
Village Functions	1
Cancellations	2
24	

### COMMUNITY POOL REPORT

The pool closed on Labor Day for the season. A survey was sent to users and is being posted on the web. Response level has been good and feedback is good. Staff will summarize the responses this month and report on pool information in October. Pool fees are traditionally in the winter brochure that goes to print in November. Last year we omitted this information and waited until the summer book. If we want to evaluate or change fees and include them in the winter brochure, we need to do so by November to hit the print deadlines.

This year's capital budget includes funds to order custom hair lint strainers and to replace the cement ramps outside the locker rooms. These recommendations were a result of the facility audit done last year. Last fiscal year we attempted to shore up the pump house foundation. The project was abandoned due to issues found during construction related to the timing of the pool opening for the

season. The pricing to shore up the foundation was \$29,500 from Atlas Restoration. It was suggested that we revisit the project in the fall upon the closure of the facility. The 2011-12 budgets includes \$24,000 for the hair lint strainers and \$10,000 for ramp repairs. The ACA Committee recommended that we fund the foundation repairs this year.

## Pool Pass Sales

Below is a summary of pool pass sales and program fees. Additional revenue has yet to post. We have outstanding invoices with community camp programs that attended the pool and concession revenue.

Type	New Passes	Renew Passes	Total	Revenue	New Passes	Renew Passes	Total	Revenue	Type
Nanny Pass	0	0		\$0	64	11	75	\$4,305	Nanny Pass
Family Primary	134	432	566	\$143,165	101	378	479	\$139,792	Family Primary
Family Secondary	481	1457	1938	\$0	352	1268	1620	\$0	Family Secondary
Family Super	11	35	46	\$12,725	5	37	42	\$15,235	Family Super
Family Super Secondary	10	37	47	\$2,175	10	38	48	\$2,235	Family Super Secondary
Family Super Third	20	70	90	\$1,455	17	82	99	\$1,650	Family Super Third
Guest Pass Adult	6	1	7	\$500	97	5	102	\$8,084	Guest Pass Adult*
Guest Pass Child	28	1	29	\$1,500	114	7	121	\$7,394	Guest Pass Child*
Individual Pass	15	31	46	\$6,450	8	23	31	\$4,470	Individual Pass
Senior Super Pass	0	0	0	\$0	0	0	0	\$0	Senior Super Pass
Individual Super Pass	2	4	6	\$690	2	4	6	\$820	Individual Super Pass
Non Resident Family	8	12	20	\$9,675	10	8	18	\$8,930	Non Resident Family
Non Resident Family Secondary	30	37	67	\$0	33	29	62	\$0	Non Resident Family Secondary
Non Resident Individual	7	2	9	\$1,585	2	4	6	\$1,610	Non Resident Individual
Non Resident Senior	1	4	5	\$750	2	4	6	\$775	Non Resident Senior
Senior Pass	7	18	25	\$1,800	8	19	27	\$2,080	Senior Pass
				\$168,460				\$170,587	Total Resident
				\$12,010				\$11,315	Total Non-Resident
				\$2,000				\$15,478	Misc Revenue includes Guest Pass
Total	760	2141	2901	\$182,470	825	1917	2742	\$197,380	Total

<b>Daily Fee Revenue</b>			
	<b>2010</b>	<b>Actual 2011</b>	
<b>May</b>	\$2,404	\$2,283	
<b>June</b>	\$13,595	\$19,754	
<b>July</b>	\$21,276	\$28,051	
<b>August</b>	\$10,574	\$9,772	<b>2011 Annual Budget</b>
<b>Total</b>	\$47,849	\$59,860	\$75,000.00

<b>Program Revenue</b>			
	<b>2010</b>	<b>Actual 2011</b>	<b>2011 Annual Budget</b>
Lessons	\$33,137	\$33,037	\$33,300
Privates	\$10,434	\$9,253	\$10,500
Town Team	\$24,377	\$22,593	\$25,200
Misc Rev*	\$11,251	\$25,018	\$12,000

\*includes rentals, parties, guest

<b>Attendance *</b>		
	<b>2010</b>	<b>2011</b>
<b>May</b>	1,520	797
<b>June</b>	8,770	7,027
<b>July</b>	9,515	8,839
<b>August</b>	4,407	4,133
<b>Total</b>	24,212	20,796

<--not accurate due to power failure

25,535 2010 attendance

# PARK AND RECREATION REVENUE/EXPENSE SUMMARY

August 2011

FY 11-12 (May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT. 3101 ADMIN. AND SUPPORT	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget	FY 10-11 BUDGET	FY 10-11 TO DATE	FY 10-11 % of Budget
Personal Services	214,952	57,461	27%	205,997	59,201	29%
Professional Services	0	0		0	0	#DIV/0!
Contractual Services	0	0		0	0	
Other Services	7,400	1,853	25%	7,800	2,019	26%
Materials & Supplies	3,100	2,033	66%	3,100	464	15%
Repairs & Maintenance	650	79	12%	650	0	0%
Other Expenses	3,075	20	1%	2,395	0	0%
Risk Management	45,373	0	0%	49,665	0	0%
<b>Total-Operating Expenses</b>	<b>274,550</b>	<b>61,446</b>	<b>22%</b>	<b>269,607</b>	<b>61,684</b>	<b>23%</b>
Capital Outlay	0	0		0	0	0%
<b>Total Expenses</b>	<b>274,550</b>	<b>61,446</b>	<b>22%</b>	<b>269,607</b>	<b>61,684</b>	<b>23%</b>

DEPT. 3301 PARKS MAINTENANCE	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget	FY 10-11 BUDGET	FY 10-11 TO DATE	FY 10-11 % of Budget
<b>Revenues</b>						
Field Fees	36,000	5,715	16%	30,000	4,674	16%
<b>Total Revenues</b>	<b>36,000</b>	<b>5,715</b>		<b>30,000</b>	<b>4,674</b>	
<b>Expenses</b>						
Personal Services	389,267	80,478	21%	384,241	123,198	32%
Contractual Services	114,000	37,315	33%	118,500	47,730	40%
Other Services	3,100	502	16%	3,400	864	25%
Materials & Supplies	59,500	27,480	46%	43,800	21,619	49%
Repairs & Maintenance	34,500	8,484	25%	34,500	11,115	32%
Other Expenses	1,200	100	8%	500	440	88%
<b>Total-Operating Expenses</b>	<b>601,567</b>	<b>154,359</b>	<b>26%</b>	<b>584,941</b>	<b>204,966</b>	<b>35%</b>
Capital Outlay	88,000	7,981	9%	200,000	4,860	
<b>Total Expenses</b>	<b>689,567</b>	<b>162,340</b>	<b>24%</b>	<b>784,941</b>	<b>209,826</b>	<b>27%</b>

DEPT. 3420 RECREATION SERVICES	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget	FY 10-11 BUDGET	FY 10-11 TO DATE	FY 10-11 % of Budget
<b>Revenues</b>						
Registration & Memberships	423,500	251,221	59%	308,500	154,714	50%
Misc Income	3,500	2,370	68%	6,000	4,351	73%
<b>Total Revenues</b>	<b>427,000</b>	<b>253,591</b>	<b>59%</b>	<b>314,500</b>	<b>159,065</b>	<b>51%</b>
<b>Total Expenses</b>						
Personal Services	95,902	28,388	30%	93,017	33,826	36%
Contractual Services	278,600	116,762	42%	284,900	120,218	42%
Other Services	74,675	23,038	31%	85,000	17,403	20%
Materials & Supplies	11,950	4,962	42%	11,800	3,766	32%
Other Expenses	8,700	3,163	36%	9,200	6,044	66%
Repairs & maintenance	2,000	0	0%	3,000	184	6%
<b>Total Expenses</b>	<b>471,827</b>	<b>176,313</b>	<b>37%</b>	<b>486,917</b>	<b>181,441</b>	<b>37%</b>

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

**August 2011**

**FY 11-12 (May 1 - April 30)**

**PRELIMINARY NUMBERS ONLY**

<b>DEPT.34-BY DEPARTMENT RECREATION SERVICES</b>	<b>FY 11-12 BUDGET</b>	<b>FY 11-12 TO DATE</b>	<b>FY 11-12 % of Budget</b>	<b>FY 10-11 BUDGET</b>	<b>FY 10-11 TO DATE</b>	<b>FY 10-11 % of Budget</b>
<b>3421 General Interest</b>						
<b>Revenues</b>	7,000	4,845	69%	16,000	2,873	18%
<b>Expenses</b>						
Personal Services	3,230	0	0%	5,921	200	
Contractual Services	3,500	6,289	180%	3,500	15,200	434%
Other Services	0			2,200	0	0%
Materials & Supplies	0	0		0	128	#DIV/0!
Repairs & Maintenance	0	0	0%	0	183.8	
Other Expenses	0	0	0%	0	0	
<b>Total Expenses</b>	<b>6,730</b>	<b>6,289</b>	<b>93%</b>	<b>11,621</b>	<b>15,712</b>	<b>135%</b>
<b>3422 Athletics</b>						
<b>Revenues</b>	130,000	67,335	52%	145,000	75,317	52%
<b>Expenses</b>						
Personal Services	6,997	334	5%	6,459	770	12%
Contractual Services	85,000	37,693	44%	107,500	27,193	25%
Other Services	0	0	0%	0	0	
Materials & Supplies	2,000	642	32%	2,000	713	36%
Other Expenses	0	0	0%	0		
<b>Total Expenses</b>	<b>93,997</b>	<b>38,668</b>	<b>41%</b>	<b>115,959</b>	<b>28,676</b>	<b>25%</b>
<b>3423 Cultural Arts</b>						
<b>Revenues</b>	8,500	2,878	34%	9,500	3,202	34%
<b>Expenses</b>						
Personal Services	2,691	0	0%	2,153	818	
Contractual Services	2,500	1,024	41%	2,500	1,232	49%
Other Services	0	0	0%	0	0	
Materials & Supplies	0	0	0%	0	0	
Other Expenses	0	0	0%	0	0	
<b>Total Expenses</b>	<b>5,191</b>	<b>1,024</b>	<b>20%</b>	<b>4,653</b>	<b>2,050</b>	
<b>3424 Early Childhood</b>						
<b>Revenues</b>	42,000	23,014	55%	42,000	31,258	74%
<b>Expenses</b>						
Personal Services	15,071	6,663	44%	10,765	9,811	91%
Contractual Services	21,200	10,741	51%	18,500	10,444	56%
Other Services	0	0	0%	0	0	
Materials & Supplies	2,550	80	3%	2,300	403	18%
Other Expenses	0	0	0%	0	0	
<b>Total Expenses</b>	<b>38,821</b>	<b>17,484</b>	<b>45%</b>	<b>31,565</b>	<b>20,659</b>	<b>65%</b>

# PARK AND RECREATION REVENUE/EXPENSE SUMMARY

August 2011

FY 11-12 (May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT.3420-BY DEPARTMENT RECREATION SERVICES	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget	FY 10-11 BUDGET	FY 10-11 TO DATE	FY 10-11 % of Budget
<b>3425 Fitness</b>						
<b>Revenues</b>	<b>30,000</b>	<b>17,725</b>	<b>59%</b>	<b>23,000</b>	<b>20,480</b>	<b>89%</b>
<b>Expenses</b>						
Personal Services	0	0	0%	0	0	
Contractual Services	13,000	990	8%	15,000	3,125	21%
Other Services	0	0	0%	0	0	
Materials & Supplies	0	0	0%	0	0	#DIV/0!
Other Expenses	0	0	0%	0	0	
<b>Total Expenses</b>	<b>13,000</b>	<b>990</b>	<b>8%</b>	<b>15,000</b>	<b>3,125</b>	<b>21%</b>
<b>3426 Paddle Tennis</b>						
<b>Revenues</b>	<b>185,000</b>	<b>129,550</b>	<b>70%</b>	<b>53,000</b>	<b>13,597</b>	<b>26%</b>
<b>Expenses</b>						
Personal Services	0	0	0%	0	0	
Contractual Services	25,500	965	4%	17,500	3,307	19%
Other Services	3,775	646	17%	3,000	472	16%
Materials & Supplies	500	0	0%	300	0	0%
Repairs and Maintenance	2,000	0	0%	3,000	0	0%
Other Expenses	200	0	0%	200	50	25%
<b>Total Expenses</b>	<b>31,975</b>	<b>1,611</b>	<b>5%</b>	<b>24,000</b>	<b>3,829</b>	<b>16%</b>
<b>Capital Outlay</b>	<b>141,000</b>	<b>102,385</b>			<b>0</b>	
<b>Total Expenses</b>	<b>172,975</b>	<b>103,996</b>	<b>60%</b>	<b>24,000</b>	<b>3,829</b>	<b>16%</b>
<b>3427 Special Events</b>						
<b>Revenues</b>	<b>21,000</b>	<b>5,874</b>	<b>28%</b>	<b>20,000</b>	<b>7,987</b>	<b>40%</b>
<b>Expenses</b>						
Personal Services	2,153	733		2,153	766	
Contractual Services	35,200	16,974	48%	40,400	20,618	51%
Other Services	3,500	2,023	58%	4,300	1,865	43%
Materials & Supplies	5,400	2,823	52%	5,300	1,169	22%
Other Expenses	0	0		0	0	
<b>Total Expenses</b>	<b>46,253</b>	<b>22,553</b>	<b>49%</b>	<b>52,153</b>	<b>24,418</b>	<b>47%</b>
<b>3428 General Recreation Administration</b>						
<b>Revenues</b>						
<b>Expenses</b>						
Personal Services	65,760	20,658	31%	65,566	21,461	33%
Contractual Services	92,700	42,087	45%	80,000	39,099	49%
Other Services	67,400	20,368	30%	75,500	15,066	20%
Materials & Supplies	1,500	1,417	94%	1,900	1,353	71%
Other Expenses	8,500	3,163	37%	9,000	5,994	67%
<b>Total Expenses</b>	<b>235,860</b>	<b>87,694</b>	<b>37%</b>	<b>231,966</b>	<b>82,973</b>	<b>36%</b>
<b>Capital Outlay</b>						
<b>Total Expenses</b>	<b>229,000</b>	<b>110,366</b>	<b>48%</b>	<b>200,000</b>	<b>4,860</b>	

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

**August 2011**

**FY 11-12 (May 1 - April 30)**

**PRELIMINARY NUMBERS ONLY**

<b>DEPT. 3724</b>	<b>FY 11-12</b>	<b>FY 11-12</b>	<b>FY 11-12</b>	<b>FY 10-11</b>	<b>FY 10-11</b>	<b>FY 10-11</b>
<b>KLM LODGE</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>
<b>Revenues</b>						
KLM Lodge Revenue	160,000	51,035	32%	160,000	71,703	45%
Caterer's Licenses	16,000	11,500	72%	18,000	14,000	78%
<b>Total Revenues</b>	<b>176,000</b>	<b>62,535</b>	<b>36%</b>	<b>178,000</b>	<b>85,703</b>	<b>48%</b>
<b>Expenses</b>						
Personal Services	57,589	18,175	32%	57,982	18,854	33%
Contractual Services	21,000	3,663	17%	23,000	7,634	33%
Other Services	35,700	12,968	36%	39,200	9,163	23%
Materials & Supplies	12,200	6,516	53%	10,700	3,231	30%
Repairs & Maintenance	16,500	3,042	18%	16,500	1,657	10%
Other Expenses	600	316	53%	600	312	52%
<b>Total-Operating Expenses</b>	<b>143,589</b>	<b>44,680</b>	<b>31%</b>	<b>147,982</b>	<b>40,851</b>	<b>28%</b>
Capital Outlay	177,000	64,031	-	6,000	0	-
<b>Total Expenses</b>	<b>320,589</b>	<b>108,712</b>	<b>34%</b>	<b>153,982</b>	<b>40,851</b>	<b>27%</b>
<b>DEPT. 3951</b>	<b>FY 11-12</b>	<b>FY 11-12</b>	<b>FY 11-12</b>	<b>FY 10-11</b>	<b>FY 10-11</b>	<b>FY 10-11</b>
<b>SWIMMING POOL</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>
<b>Revenues</b>						
Pool Resident Pass	179,740	169,690	94%	185,000	168,820	91%
Non-Resident Pass	13,765	16,641	121%	18,000	10,500	58%
Pool Daily Fee	75,000	65,271	87%	52,000	56,397	108%
Pool Lockers	300	0	0%	300	0	0%
Pool Concession	7,000	3,675	53%	7,000	3,500	50%
Pool Class-Reg -Resident	29,800	29,561	99%	24,885	29,872	120%
Pool Class-Reg Non-Resident	3,500	1,815	52%	2,500	3,563	143%
Private Lessons	10,500	8,209	78%	10,735	9,929	92%
Misc. Revenue	12,000	27,912	233%	5,500	11,151	203%
Town Team	25,200	21,622	86%	25,200	23,882	95%
<b>Total Revenues</b>	<b>356,805</b>	<b>344,396</b>	<b>97%</b>	<b>331,120</b>	<b>317,614</b>	<b>96%</b>
<b>Expenses</b>						
Personal Services	172,240	142,763	83%	166,858	135,281	81%
Contractual Services	30,325	12,446	41%	26,625	20,848	78%
Other Services	51,500	20,411	40%	54,350	23,758	44%
Materials & Supplies	39,375	24,989	63%	37,375	28,346	76%
Repairs & Maintenance	20,350	9,017	44%	19,900	5,919	30%
Other Expenses	10,600	2,847	27%	10,100	7,666	76%
Risk Management	0	0		0	9,700	
<b>Total-Operating Expenses</b>	<b>324,390</b>	<b>212,471</b>	<b>65%</b>	<b>315,208</b>	<b>231,519</b>	<b>73%</b>
Capital Outlay	60,850	16,197	27%	90,000	9,700	
<b>Total Expenses</b>	<b>385,240</b>	<b>228,669</b>	<b>59%</b>	<b>405,208</b>	<b>241,219</b>	<b>60%</b>
	<b>FY 10-11</b>	<b>FY 10-11</b>	<b>FY 10-11</b>	<b>FY 09-10</b>	<b>FY 09-10</b>	<b>FY 09-10</b>
	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>
<b>Capital Expenses</b>	<b>289,850</b>	<b>190,594</b>	<b>66%</b>	<b>290,000</b>	<b>14,560</b>	<b>5%</b>
<b>Operating Expenses</b>	<b>1,815,923</b>	<b>649,270</b>	<b>36%</b>	<b>1,804,655</b>	<b>720,461</b>	<b>40%</b>
<b>Total Expenses</b>	<b>2,224,428</b>	<b>839,864</b>	<b>38%</b>	<b>2,224,428</b>	<b>735,021</b>	<b>33%</b>
<b>Total Revenues</b>	<b>921,100</b>	<b>663,867</b>	<b>72%</b>	<b>921,100</b>	<b>567,056</b>	<b>62%</b>
<b>Revenue Offset Difference</b>	<b>(1,303,328)</b>	<b>(175,998)</b>		<b>(1,303,328)</b>	<b>(167,965)</b>	



**VILLAGE OF HINSDALE  
MINUTES  
PARK AND RECREATION COMMISSION  
Monday, July 25, 2011 7:00 PM  
Memorial Hall Board Room**

Chairman Kluchenek called the meeting of the Park and Recreation Commission to Order at 7: 06 p.m. at the Memorial Hall board room.

**Members Present:** Chairman Matt Kluchenek, Commissioners Scott Banke, MaryBeth Dougherty, Diane Griffin, Ed McCarthy, William Otto (arrived late) and Susan Owens

**Members Absent:** Commissioner Kathleen Mulligan and Ed Opler

**Others Present:** Trustee Doug Geoga & Trustee Chris Elder

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

Commissioner Banke moved approval of the June 20, 2011 Park and Recreation Commission meeting minutes. Commissioner Dougherty seconded and the motion passed unanimously.

Ms. Hassett welcomed the two new Commissioners and thanked former members for their service.

**Monthly Reports**

**June 2011 Revenue/Expense Reports**

Ms. Hassett presented the report for June. There are still items to be posted and pool expenses will go through August. Some capital improvements will be going out to bid. The pool pump house will be used from capital improvements from the custom hair lint strainers.

Chairman Kluchenek asked if there were any items that should be a concern. Most of the pool revenue is already done except for the 10 visit passes will continue to come in. Expenses will continue to occur all year but the core of the revenue is already in.

**Recreation Program Report**

Ms. Hassett stated that additional summer workers were hired for two months from state funds. The village received \$42,000 for eight workers. Most have been allocated to public works and two are at the pool. The state fully reimbursed the amount.

Ms. Hassett reported about the July 4<sup>th</sup> parade and the incident that occurred. She shared the revenue and the history of the carnival aspect.

Commissioner Banke updated that the skatepark group attended the Jr. baseball champions and raised \$120 from concessions. They will also participate in the fall ball program. Mr. Banke's son John thanks ACA for the opportunity. Commissioner Banke stated that the lessons are popular and a few had to be turned away for the lessons.

Friday is Party in the Park at Robbins. We will provide moon jumps, entertainment and a hot dog dinner for the event. The cost is split with the Community House.

Fall brochure is at the designer and is scheduled for delivery the first week of Sept. and will be in the Hinsdalean on September 1<sup>st</sup>.

Ms. Hassett shared the pool report. There have been power outages at the pool and the server was down for a few days in July. We took Clarendon Hills pools members when they lost power. Hinsdale Swim Club was at our pool a weekend in July and Clarendon Hills took over 300 people per day during the weekend when Hinsdale pool was closed for the swim meet. The Hinsdale Swim Team is finished for the season. The pool is open an extra week and will close on Labor Day.

Commissioner Banke asked the tree debris in the parks. Ms. Hassett stated that Public Services hopes to start on the parks this week. They have been focusing on the residents.

Ms. Hassett reported that the IL Epa permit was for water into the storm sewers. The water is now being diverted to sewers so the IL EPA permit will no longer be needed. She reported that Star Guard certification was rated a four star review, and last year it was a three star review. They did a deep water spinal with a lifeguard and the staff is doing a great job. We have had 11 rescues this year, all with no injuries.

Chairman Kluchenek asked Ms. Hassett about calls for updates at the parks. Commissioner Dougherty stated that she does not believe anyone cares about that information. Ms. Hassett stated that she continues to have calls regarding the dirt removal at Veeck. The calls are usually related to someone's personal agenda, like lap swimmers.

Ms. Hassett stated that new lights are in the 10 year plan for Falcon Football at Burns Field. They don't have the funds for new ones and perhaps could do a 50/50 option to upgrade with the existing poles.

Commissioner Otto stated that he believes a light expert stated it would fiscally irresponsible to just upgrade them. Commissioner Otto asked if they could move around the field and not always rip up the same grass area.

Ms. Hassett reported that there was vandalism at Burns and she might have the FOB system installed for the warming house at Burns.

## **Park & Recreation Commission Follow Up Items**

### **Veeck Park Update**

Ms. Hassett stated that the Veeck Park dirt removal was due to start but because of the projected rain has once again been postponed. She explained that the trucks will be going through the west side of the park and someone has to be out there to count the trucks and be sure that they remain on the path. Once the project starts, there will be a better idea of the damage to the park.

Commissioner Otto stated that he understands that the field needs to be dry and that it was supposed to rain Wednesday – Friday. Ms. Hassett stated that the downed trees have slowed down public services.

### **KLM and Shelter Update**

Ms. Hassett stated that the Lodge is in the busy season and Dena Reetz is working on additional ways to promote the Lodge. Chairman Kluchenek asked who is the focus. Ms. Hassett stated that the focus is other communities rather than locally for larger events.

Ms. Hassett shared the shelter update and stated that a firm will be hired for the other projects at KLM. She explained the project funding to the Commissioners.

Commissioner Griffin asked about the strict rules for alcohol. Ms. Hassett stated that there are strict insurance rules and stated that the tent has to be attached to the lodge in order for liquor to be outside.

### **Platform Tennis Court Project**

Ms. Hassett stated the platform tennis courts project is underway. It has been difficult because there is no site plan. Any expenses will be reimbursed by HPTA. The electrical meter has been moved and the panel has to be undated. Wingren Landscaping is donating materials and time and they will have additional expenses for the landscaping issues. Construction is scheduled to start August 9<sup>th</sup>.

The lifetime memberships only cover the cost of the courts. Chairman Kluchenek asked what the plan is for the additional costs. Ms. Hassett stated that the board approved the project with the understanding that HPTA will need to repay the village for all expenses. It is important to be charged back to HPTA when other projects in the parks have had to be removed from the budget.

### **Sponsorship/Co-operative Partnering**

Commissioner McCarthy stated that he still needs to talk to some organizations regarding sponsorships. Ms. Hassett stated that there are hurdles and that there could be expenses that an organization isn't aware of. Commissioner McCarthy commented on the parks maintenance line item and asked if Wingren is getting paid for anything that is being done at KLM.

Ms. Hassett stated that Wingren is doing labor but not material. Commissioner Banke commented about an architect for the skatepark that he had a discussion with. He asked about the process in getting OSLAD funds for a new skatepark. Ms. Hassett stated that a

project of that type has a lot of risk. Programs are ranked according to merit of the project. The grant is free to submit, but there could be a consultant fee. The Board would want to know if it was in a 10 year capital plan.

Ms. Hassett stated that there are more important projects like the condition of the roads at the parks. Commissioner Banke wanted to know if the village would care about submission of an OSLAD grant application and would there be any issues with the Board. Ms. Hassett stated that there is more than one component involved at a park to be submitted.

#### Financial Assistance Policy

Ms. Hassett stated that there have been a few requests for financial assistance. The majority of the programs are contractual, so they can't be given assistance. Staff does not have the authority to give away pool passes or classes.

Chairman Kluchenek asked if other villages have a policy. Ms. Hassett stated that most other village's do have a policy. Commissioner Dougherty and Commissioner Mulligan were going to work on adopting a policy. Trustee Geoga stated that there would be few enough requests that it could be left to the discretion of the Village Manager.

Ms. Hassett stated that some type of proof of financial assistance would need to be shown. Commissioner Owens asked if anything is publicized about the need or if they have asked on their own. Chairman Kluchenek asked Ms. Hassett to report who financial assistance is given to on a quarterly basis.

#### **New Business**

##### July 4<sup>th</sup> Recap

Ms. Hassett reported that it costs just under \$13000 for the event. Chairman Kluchenek and Commissioner Owens both stated that they were shocked that we pay groups to participate. Chairman Kluchenek asked how it is determined who comes and how much they get paid. Ms. Hassett explained that there are expenses involved for the bands to participate and many use this as a fundraiser. Chairman Kluchenek mentioned that it is sad that the event loses money. Ms. Hassett stated that the groups will not come if they are not paid. The parade won't be what it is without the paid groups. The residents would be upset without maintaining the high quality. Chairman Kluchenek would like to know what the other villages do. Ms. Hassett stated the other villages parades are now very short because of the loss of many paid groups.

Commissioner McCarthy stated that it is such a big event that perhaps more publication could be done stating the expenses involved. Ms. Hassett commented on the businesses that pay to be in the parade. Trustee Elder commented that he also was surprised that we paid participants to be in the parade.

Ms. Hassett stated that this is the largest fund raiser for Community Services. She suggested that perhaps a letter to the editor would explain the expenses and the need for the donations.

Ms. Hassett stated that the special events have been able to build relationships with the community and have given people more trust in the department. There has been some talk with Burr Ridge and Oak Brook to combine some events.

Commissioner Griffin commented that the parade has become better in the last few years. The Commissioners commented that it is a valuable asset to the community. Commissioner Owens stated that it is valuable asset and might have to be reflected as a valuable expense. Commissioner McCarthy suggested having the schools buy the parade route. Commissioner Banke stated that the businesses would also receive revenue because of the parade. Ms. Hassett stated that next year there could be more attendance because the holiday will be mid-week. Ms. Hassett stated that the parade expectations are the same as the ice rink. The residents expect to have the ice rink too and there are expenses associated with that.

#### Platform Tennis Group & Private Lessons Agreement

Ms. Hassett provided a summary of the arrangement with Mary Doten. She stated that the percentage with other organizations is generally a 80/20 split. Ms. Doten has been teaching and organizing the lessons at the platform tennis courts and her arrangement is 90/10. Ms. Doten submits payment for private lessons. To guarantee revenue with Hinsdale Tennis Association, a flat rate was established.

Ms. Hassett stated that when she approached Ms. Doten she suggested a 2.5% increase. Ms. Doten said the program could not bear that increase. What is unique about the platform tennis classes is that they are full at 4 and the class won't run with 2. We make about \$3800 on the paddle lessons. Ms. Doten has suggested a Lease Agreement with the village. Ms. Doten organizes the leagues for HPTA but none of that money comes to the village.

HPTA has given Ms. Doten a lot of leadway with the courts. In order to play in the women's league series, you have to take lessons from Mary and she controls the court time. Ms. Hassett stated that there are women that don't need to take lessons.

Chairman Kluchenek asked why she should be treated any different than the 80/20 split. Commissioner Dougherty asked if a participant dropped from a group lessons to a private group if we got the revenue. Ms. Hassett doesn't know for sure. Commissioner Otto asked how this is different with baseball and the use of the fields and how much control should staff have. Ms. Hassett explained that the court times are all booked through the reservation system. Commissioner Otto stated that since these are village facilities, the question should be how much control staff should have.

HPTA has in their agreement that any player in the leagues is required to purchase a membership. Commissioner Otto states that it needs to be consistent for everyone. Commissioner McCarthy stated that this sport is different and that Mary Doten is an incredible asset. He stated that we need to decide what the benefit of the program is.

Commissioner Otto stated that he has a problem with a non-village employee having such control over the sport. Ms. Hassett stated that if no agreement is reached, she would hire

someone else to teach the lessons. The Commission discussed the options and the dedication to the sport.

Chairman Kluchenek asked if anyone was in favor of less than 20%. Commissioner McCarthy stated that this is a highly unique situation and Ms. Doten has added much to the paddle group and has brought a lot of revenue to the village. Commissioner Otto stated that we need to talk to Mary and ask about compromises with the league woman. Chairman Kluchenek asked if the Commission could agree to 15% the first year and 20% for the next year.

Chairman Kluchenek asked for a recommendation from the Commission for a motion. Commissioner Dougherty asked if the lesson participants were down. Ms. Hassett stated that they have not been. Ms. Hassett stated that Mary does spend a lot of time setting up the lessons.

Commissioner Otto moved to offer Ms. Doten to 80/20 or \$3800 flat fee per year with a 3% increase each year. Commissioner Dougherty seconded the motion. Commissioner McCarthy wanted to amend the motion to say 85/15 for this current year and 80/20 next year or a \$3800 flat fee. The Agreement will be revisited every two years.

Chairman Kluchenek asked about the \$3800 figure and stated that would not be 15%. The new motion is 85/15 or flat fee of \$5700. Commissioner Otto moved the motion for a one year contract at 85/15 or a fixed fee of \$5700. Commissioner Banke seconded the motion and the Commission voted unanimously. The recommendation will be brought to ACA.

Commissioner Owens asked what the arrangement is for the sports teams that use Hinsdale fields. Ms. Hassett explained the arrangements of each of the teams.

### **Correspondence**

None

### **Liaison Reports**

#### **ACA**

Ms. Hassett stated that some times Commissioners have attended. Since two trustees were present, no Commissioners will need to go to the next meeting.

#### **Gateway SRA**

Ms. Hassett is the new president. Gateway is trying to do better practices, especially for financial assistance. Program fees are being evaluated and hopefully there will be a better non-resident fee. She elaborated on the program and the special rec tax that pays for the programs for the new Commissioners.

### **Adjournment**

Since there was no further business to come before the Commission, Commissioner

Dougherty moved to adjourn. Commissioner Griffin seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission meeting was declared adjourned at 9:09 p.m.

Respectfully submitted,

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Linda Copp, Secretary

DRAFT