

**VILLAGE OF HINSDALE
MINUTES
PARK AND RECREATION COMMISSION
Monday, June 18, 2012 @ 6:30 PM
Memorial Hall Board Room**

 **DRAFT**

Chairman Kluchenek called the meeting of the Park and Recreation Commission to order at 6:34 p.m. at the Memorial Hall board room.

Members Present: Chairman, Commissioners Banke, Mulligan, Owens, Otto and Griffin

Members Absent: McCarthy and George

Others Present: Hinsdale Swim Club members, Jim Audet, Lisa Derezinski and Matt Rowe

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

Commissioner Dougherty moved approval of the May 21, 2012 Park and Recreation Commission meeting minutes. Commissioner Griffin seconded and the motion passed unanimously.

Liason Reports

Ms. Hassett explained the report. ACA discussed that they will not meet in July unless there is a hot agenda item. The KLM bids will be due so they could be awarded before the regular board meeting

Ms. Hassett presented the Gateway report. Chairman Kluchenek stated that the concerns are the management of the organization and wants Trustee Geoga invited to the next meeting. Commissioner Dougherty commented that she believes the issue is that it is expensive relating to the cost of the program in regards to the number enrolled.

Monthly Reports

Ms. Hassett explained that there haven't been many expenses yet since it is only the first month of the fiscal year. Revenue for the pool is going well. Commissioner Mulligan asked if the pool is going well with the heat. Ms. Hassett stated that there has been a big surge in 10 visit passes including non-residents and attendance for opening weekend was double from last year. There have not been any complaints regarding overcrowding.

Ms. Hassett stated that the Groupon issue is still dead and has not been revisited. Ms. Hassett believes it would help with the non-resident visits.

Park & Recreation Commission Follow Up Items

Ms. Hassett stated that the parade deadline was last Friday and that there will be a military reserve band from the Army.

Final sod was laid at Veeck and some regrading will be done there this week. Ms. Hassett is working with a community group for the design of the disc golf course and it will be very

well utilized in the coming year. She explained what the amenities were that were included in the grant. If any portions of the grant are not done, the Village does not get the 50%. The bids are due back June 26 with hopes of the project being done in September.

Trustee Geoga is talking with HCA for the usage of buildings at KLM. The Village is no longer interested in giving long term contracts free of charge.

Ms. Hassett stated the pool grates are fiber glass and the coating is rubbing off. They are being refinished and painted. The fence is done and the swim lessons are under way. Ms. Hassett stated that the KLM sub committee will meet this week to talk about some potential uses for the lodge.

Commissioner Dougherty asked about the asphalt paving bid. Ms. Hassett explained the footpath that will be needed to connect to the parking lot. Commissioner Owens commented on a pad at the Glen Ellyn pool at the high dive that she thought was safer. She thought it would be relatively low cost for the safety concerns. Ms. Hassett will get prices.

 **DRAFT**

New Business

Hinsdale Swim Club Recap

Commissioner Owens, Chairman Kluchenek, Kurt Lindemann and Ms. Hassett met with the different swim club members. Chairman Kluchenek recapped the meeting. There was no resolution but there was good discussion.

Commissioner Owens recapped the issues from other swim clubs and concerns that Hinsdale Swim Club was paying enough to use the facility. The Hornets desire more pool time and Westmont was happy with what they have but would take more if available.

Representatives from HSC do not want to give up any of the hours that they have and realize that they will need to pay more to use this valuable asset. Hornets are going to submit a proposal regarding their usage. There is a verbal agreement with HSC and the village at this time for next year. Ms. Hassett commented on an old agreement that wasn't signed with a similar agreement with the Hornets that HSC has. HSC cannot handle the large increase all at once, but want it phased in over a few years.

Ms. Hassett stated that HSC has given up some rental time of weekend morning hours. The other two clubs are using the evening times. Ms. Hassett explained the actual staff costs of operating the pool for the swim team times.

Commissioner Griffin asked about the police patrolling at KLM with the dogs. Ms. Hassett stated that the dog owners believe that they are entitled to their dog time and are generally just rude and since they aren't breaking any rules, nothing can be done.

Commissioner Dougherty asked if the swim club members need to have a pool membership. Ms. Hassett stated that they used to, but now the cost is calculated by staff costs.

The Commission thanked Commissioner Dougherty for her service on the board.

Mr. Audet explained that they want their 3 year agreement soon and pointed out that there are two lanes open for public lap swimmers during their time so they are giving away two lanes to them.

Ms. Hassett explained that if there is a July Parks and Rec meeting, the Agreement will go to board in August, otherwise it would have to wait until September.

Commissioner Banke asked about the arts fair at Burlington Park and if the date could be changed back to Father's Day weekend. Ms. Hassett stated that it is a Chamber event and she will ask the Chamber regarding the reason for the date change. Ms. Hassett commented on the t-shirt contest for July 4th and the design that can be ordered. The July meeting will be on the 16th.

Adjournment

Since there was no further business to come before the Commission, Commissioner Banke moved to adjourn. Commissioner Owens seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission meeting was declared adjourned at 7:10 p.m.

Respectfully submitted,

Linda Copp, Secretary

MEMORANDUM

To: Chairmen Kluchenek & Members of the Parks & Recreation Commission
From: Gina Hassett, Director of Parks & Recreation
Date: 7/18/2012
Re: Gateway Special Recreation Review

Staff has prepared background information related to the Gateway Special Recreation Association. The Village participates in Gateway to provides recreation services individuals with disabilities to residents.

There are 8 communities that comprise Gateway Special Recreation Association. All of the current participating communities levy the Special Recreation Tax. The majority of the communities levy beyond their Gateway Association contribution to fund ADA construction costs, staff costs for administering the Gateway program and for one-to-one aides for participants. Below is a list of the participating communities and their agency's 2012 contributions.

Member Population	2000	2010	Change	% Change
Burr Ridge	7,400	7,400	0	100.00%
Elmhurst	42,762	44,648	1,886	104.41%
Hinsdale	17,349	16,816	(533)	96.93%
Oakbrook	8,702	7,883	(819)	90.59%
Pleasant dale	8,200	8,200	0	100.00%
Westchester	16,824	16,718	(106)	99.37%
Willowbrook	8,967	8,540	(427)	95.24%
York Center	4,818	4,818	0	100.00%
Population Totals	115,022	115,023	1	100.00%

Member Budget % & \$	102.50%	\$ 465,807.86
Per person assessment		\$ 4.05

Member Population	2011-12 Asses.	2012-13 Asses.	Variance	% Change
Burr Ridge	\$ 29,054.68	\$ 29,967.73	\$ 913.05	103.14%
Elmhurst	\$ 167,896.82	\$ 180,810.70	\$ 12,913.88	107.69%
Hinsdale	\$ 70,437.98	\$ 68,099.64	\$ (2,338.34)	96.68%
Oakbrook	\$ 34,166.74	\$ 31,923.73	\$ (2,243.01)	93.44%
Pleasant dale	\$ 32,195.74	\$ 33,207.48	\$ 1,011.74	103.14%
Westchester	\$ 66,570.56	\$ 67,702.77	\$ 1,132.21	101.70%
Willowbrook	\$ 35,207.22	\$ 34,584.38	\$ (622.84)	98.23%
York Center	\$ 18,916.96	\$ 19,511.42	\$ 594.46	103.14%
Population Totals	\$ 454,446.70	\$ 465,807.86	\$ 11,361.16	102.50%

Do communities that surround Hinsdale participate in other SRA's or none at all?

SEASPAR Special Recreation Association serves many of the surrounding communities which are listed below. Gateway is generally unique among the Special Recreation Associations within the State of Illinois in terms of how the membership contributions are developed. Gateway contributions are based on the budget and assessed to each community on a per capita ratio of the total population. This was thought to be more of an equitable formula rather than basing the contribution on Equalized Assessed Valuation as is done by most other SRAs. Oak Brook Park District and The Village of Hinsdale established the SRA with this formula to provide a more affordable option to residents. If Hinsdale were to participate in SEASPAR, the contribution would be much larger. Clarendon Hills Park District contribution to SEASPAR this fiscal year is \$83,500. Listed below are the SEASPAR member agencies.

- Village of Brookfield
- Downers Grove Park District
- Community Park District of LaGrange Park
- Village of Indian Head Park
- Darien Park District
- Clarendon Hills Park District
- Park District of LaGrange
- Lisle Park District
- Village of Western Springs
- Westmont Park District
- Woodridge Park District

The City of Countryside left Gateway in 2011. Countryside did not levy the Special Recreation Tax and felt that their Gateway contribution of \$10,000 to the Association was not worth the value for the one or two families that participated annually from Gateway. Countryside has adopted a policy that they reimburse families that participate in SRA programs the difference in NR fees. NR families have to wait until Residents register and Day Camp door-to-door transportation is not offered to NR. The Village of Riverside also follows a similar reimbursement program.

The Village reviewed what the cost might be if we adopted the "Countryside" model. Below are numbers that were reviewed in 2010. If the Hinsdale participation remained the same and adopted the "Countryside" model the cost would be \$35,513 expense to the Village. It would come out of the general fund as we could no longer levy the special recreation tax.

25	Number of Hinsdale Participants in programs:
\$23,199	Program Registration fees paid by 25 Hinsdale residents in 2010
<u>\$68,674</u>	Village's Contribution to Gateway for 2010-2011 fiscal year:
\$91,873	Total Cost for Hinsdale Residents (tax levy and registration fees)
\$58,712	Total reg fees if Hinsdale Families registered as Non-Residents
\$35,513	Cost to Village to reimburse the difference between R and NR fees. Funding from the Corporate fund
\$56,360	Potential cost reduction (no special tax levy)

What kind of service do communities that go it alone provide?

Many have asked what is the Village's legal obligation if the Village withdraws from Gateway. It may be best for the Village Attorneys to confirm but staff understands that we would continue to take any individuals with special needs into our programs as we currently do. We have 1-2 requests per year for participants who need one-on-one aides to participate in our general Village programs. This may increase and the cost to cover aides would increase and come out of the general fund. Many of the programs that Gateway offers the Village do not have comparable offerings such as full day camp, after school and Special Olympic sports. The Village could also adopt a reimbursement program such as Countryside. There may be a legal obligation since we are withdrawing versus never having been part of an SRA.

If the Village were to withdraw from Gateway, when would the Village need to give a notice of intent to withdraw and when that notice would be effective?

The Village has to formally notify the Gateway Board by April 1st if they wish to withdraw. The Community is bound for one fiscal year from the date of withdrawal by the bylaws. If the Village gives notice by April 1, 2013, Hinsdale would be committed through June 30th, 2014.

How many Hinsdale residents are serviced by Gateway?

On average we serve 18-25 Hinsdale residents per season. They are not all the same families each season. Gateway is providing services to 25 Hinsdale families annually. The hours of program participation vary from season to season. Summer and fall are the largest season. Elmhurst has the largest participation numbers and Hinsdale is the second largest. Summer participation numbers for 2012 and 2011 are below.

SUMMER 2012	
District	Registered Participants
Burr Ridge	5
Elmhurst	45
Hinsdale	22
Oak Brook	6
Pleasantdale	3
Willowbrook	10
Westchester	8
York	1
Non-resident	6

SUMMER 2011	
District	Registered Participants
Burr Ridge	6
Elmhurst	35
Hinsdale	18
Oak Brook	6
Pleasantdale	4
Willowbrook	9
Westchester	4
York	0
Non-resident	7

- What is the budget?**

The Budget year begins July 1st. The budget reflects an increase to the Member Community Contributions of 2.5%. The main expense is the third party contract with RGA to administer the program which accounts for 88% of the budget. This was also the first year that Countryside was

not a contributing member. The contract with RGA increased 1.5% this year. The Gateway By-laws call that we should have a \$30,000 fund balance. The current budget does not reflect that. The fund balance is to be used for unforeseen legal defense or vehicle replacement.

Gateway SRA 2012-13 Budgets					2.50%
	2011-12	2011-12	End of Yr.	2012-13	%
Income	<u>Budget</u>	<u>Actual to Date</u>	<u>Projection</u>	<u>Budget</u>	<u>Change</u>
Fundraising	\$ 5,500.00	\$ 3,751.50	\$ 3,751.50	\$ 2,500.00	66.64%
Interest	\$ 135.00	\$ 69.02	\$ 90.00	\$ 90.00	100.00%
Member Contributions	\$ 454,446.69	\$ 454,446.70	\$ 454,446.69	\$ 465,807.86	102.50%
Miscellaneous Revenue	\$ -	\$ 54.38	\$ 54.38	\$ -	0.00%
Total Income	\$ 460,081.69	\$ 458,321.60	\$ 458,342.57	\$ 468,397.86	102.19%
Expenses					
Audit Services	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,250.00	108.33%
Brochure Printing	\$ 7,200.00	\$ 8,135.31	\$ 8,135.31	\$ 8,500.00	104.48%
Day Camp Transportation	\$ 12,000.00	\$ 2,701.50	\$ 2,701.50	\$ 3,000.00	111.05%
Financial Assistance	\$ 4,000.00	\$ 2,073.50	\$ 4,000.00	\$ 4,000.00	100.00%
Fund Raising Expenses	\$ 4,500.00	\$ 3,089.36	\$ 3,089.36	\$ 2,050.00	66.36%
Legal Fees	\$ 1,000.00	\$ 472.50	\$ 500.00	\$ 500.00	100.00%
Liability Insurance	\$ 2,375.00	\$ 2,039.00	\$ 2,039.00	\$ 2,080.00	102.01%
Miscellaneous Expense	\$ 235.00	\$ 189.80	\$ 280.00	\$ 285.00	101.79%
One on One Services	\$ 6,700.00	\$ 7,767.69	\$ 11,650.00	\$ 11,650.00	100.00%
Program Supplies	\$ 450.00	\$ 857.75	\$ 857.75	\$ 450.00	52.46%
Service Contract	\$ 401,292.00	\$ 401,292.00	\$ 401,292.00	\$ 407,311.00	101.50%
Vehicle Fuel & Maintenance	\$ 7,500.00	\$ 7,554.17	\$ 11,330.00	\$ 11,670.00	103.00%
Vehicle Repairs	\$ 4,500.00	\$ 4,552.63	\$ 6,830.00	\$ 7,035.00	103.00%
Total Expenses	\$ 454,752.00	\$ 443,725.21	\$ 455,704.92	\$ 461,781.00	101.33%

What is the budget per Hinsdale resident that is serviced by Gateway?

With 40 families being serviced and the Village's contribution for the current fiscal year being \$68,099, the cost to serve the families is \$1,702. Hinsdale's contribution went down for 2012-13 due to change in census. Gateway services have been compared to services provided by the Fire Department, you may never use the service but it is provided should you need it.

What are the perceived management concerns of Gateway?

Non-Resident Fees

There have been concerns of the fees charged to non-residents. When Countryside left Gateway, the concern was that other communities with minimal participation, such as York Center or Westchester also withdraw? The Village Board wondered how Gateway would adjust NR fees to keep this from occurring. Gateway Resident fees are subsidized by community contributions. Non-residents pay 100% of program cost plus 20%. The thought has been to raise NR fees drastically to stop communities from adopting the Countryside NR reimbursement model. On average we serve 4-6 NR per season. Summer registration has the largest number of non-resident participants. These numbers include Countryside families that were former Gateway families. The

Village Board was concerned that NR could participate with ease and that it was not good practice. Gateway has chosen not to increase NR fees beyond the current formula at this time.

Increase in Contributions and Contracts

It has been pointed out in these tough times budgets have been cut not increased. Yet the Gateway Board approved an increase of 1.5% to the Contract provider RGA and a 2.5% increase to the community contributions. There are feelings that during these times we should cut services to hold the budget. The Gateway Board as a whole did not vote to hold the budget. A majority of the member agencies are solely in the Recreation Business and felt strongly that the increase could be covered by the tax levy that each community has levied. Hinsdale voted no to a 2.5% budget increase.

Financial Assistance

Another concern is the Financial Assistance program. The Village of Hinsdale does not provide financial assistance for recreation programs or for water service. However, Village funds support a Financial Assistance program through Gateway. There was a request made by Hinsdale to the Gateway Board to only use funds generated through fundraising for the program. A majority of the Board felt that the Financial Assistance program was an important service. There is a policy in place and a cap to the assistance program. Prior to Village staff being involved, the Financial Assistance program had little structure and funds were awarded beyond the budgeted item.

Withdraw Date

There was concern from the Village that the withdraw deadline should coincide with the fiscal year. The idea to change the withdraw deadline to match the fiscal year was rejected by the Gateway Board. The majority of the Board felt that the April date would give the Association enough time to make changes to programs should one of the larger contributing members such as Hinsdale withdraw. The effects of Countryside were minimal as their annual contribution is \$10,000. Should Hinsdale leave the programs offerings would drastically change or the contributions for other communities would drastically increase. If one large community withdraws the unanswered question is would Gateway continue to exist.

How could the Village have more impact on Gateway?

Village staff has been serving as the President of Gateway for the past year. Since that time a number of changes have taken place. This past fiscal year we changed the program formula to recoup more cost from participants. Cost for day camp door-to-door transportation was reduced \$35,000 when the Gateway Board found alternatives for transportation and cost was increased to families. Staff continues to share the feelings of the Village Board with the Gateway Board. The Village is only one vote. However at this time the Gateway Board is aware that their unwillingness to change could result in Hinsdale's withdraw from the association.

What other information would be useful for the Commission to review?

Hinsdale was one of the founding communities of Gateway. Staff urges the Commission to consider that if participation by Hinsdale families were to increase, adopting the "Countryside" model would not be cost effective. Staff's goal is to communicate the program offerings to

residents to see growth in the number of Hinsdale families using Gateway services. Staff continues to manage the Gateway finances to the same degree we manage the Village budget.

AGENDA

Gateway Special Recreation Association

Board Meeting
Thursday, July 12, 2012
3:00 PM

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

I. CALL TO ORDER/ROLL CALL

II. OPEN FORUM

III. BOARD MEMBER COMMENTS

IV. COMMUNICATIONS

V. OMNIBUS AGENDA

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

A. Approval of June 12 Regular Meeting Minutes

B. Approval of July 2012 Check Register

C. Approval of July 2012 Treasurer's Report

VI. REPORTS

A. RGA Monthly Report

B. Advisory Oversight Group Reports

VII. OLD BUSINESS

A. Ray Graham Contract review

VIII. NEW BUSINESS

A. Articles of Agreement Review

IX. OPEN FORUM

X. ADJOURNMENT

**Gateway Special Recreation Association
Board of Directors Meeting
June 14, 2012**

- I. **CALL TO ORDER:** President Gina Hassett called the Gateway Special Recreation Association Board of Directors Meeting to order at 3:05 p.m. on Thursday, June 14, 2012 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; Gina Hassett, Hinsdale; Karen Spandikow and Dave Thommes, Oak Brook; Brain Kaspar, Westchester; and Sharon Neubauer, York Center and Kristin Violante, Willowbrook
- II. Others Present: Brian Alexander, Gateway Superintendent and Cathy Carmody, Ray Graham Staff
- III. **OPEN FORUM:** None
- IV. **BOARD MEMBER COMMENTS:** President Hassett reminded the Board that all need to be trained on the Open Meetings Act.
- V. **COMMUNICATIONS:** None
- VI. **OMNIBUS AGENDA:** Motion made by Jim Pacanowski of Burr Ridge to approve the Omnibus Agenda and motion seconded by Karen Spandikow of Oakbrook.
 - A. Approval of May 12, 2012 Regular Board meeting Minutes
 - B. Approval of June 2012 Check Register
 - C. Approval of June 2012 Treasurer's ReportOn a voice vote, motion passed. Katherine Parker of Pleasant Dale and Sharon Neubauer of York Center abstained.
- VII. **REPORTS:**
 - A. RGA Monthly Report: Cathy Carmody

The June SRA Report was distributed to the Board. A new format has been completed which will be more informative. Program registrations are up. Camp has started and there have been no complaints. Extended session, half day camper's registration is high. There were higher numbers in camp than anticipated. Staff issues were discussed. Transportation has been good. Gateway is saving money on transportation. Brian Alexander, the new Superintendent is doing well. There are three other directors working with him. Scholarships have been reviewed more closely. The Spring Formal Dance was held in May. Shrek was a very successful play. Horseback Riding program was discussed. It is a very intensive program and is going well. This is the third year the riding lessons have sold out. Concerning the Hinsdale

After-School program, they are getting together with Hinsdale people to connect with younger families. In July, staff will be promoting the Fall ASR program. The Facility request master calendar was discussed. Winter will be done in two weeks. Cathy Carmody said she is open for suggestions. Brain Kaspar asked for Brochure deadlines. Camp Snowflake will be held at Pleasant Dale. The Gymnastic program still needs a home. It was held at the Wagner Center. Elmhurst, Oakbrook and Ray Graham will meet to discuss it. Cathy Carmody discussed Social Media access. They are looking into on line registration too. They are working with the developer that did Ray Grahams program. Long Term retention is the issue. The contract and terms will factor in. Gateway will be able to interface with what Ray Graham has now.

*Cathy Carmody and Brain Alexander left the meeting at 4:00 p.m.

B. Advisory Oversight Group Reports

1. Fundraising: Katherine Parker and Gina Hassett met to discuss what the fundraising money will be used for. Money could be used for marketing or Special Olympics Basketball Teams. Fundraising ideas were discussed.
2. Program-No report.
3. Staffing-Jim Pacanowski introduces the new Superintendent of Gateway, Brian Alexander.
4. Transportation-No report.

VIII. OLD BUSINESS:

1. Contract with Ray Graham
Jim Pacanowski and Cathy Carmody will be talking about the elements in the contract. The Structural Bullet points will come in July.
2. Fall Parent Meeting: The Annual meeting is in the Bylaws. We can call any meeting an annual meeting. The question is do we need a Parent Meeting. Discussion took place concerning past meetings and the future. An open house was discussed as well as a question and answer session. Parents need an opportunity to voice their opinion. It was suggested to put a survey in the brochure and possibly have a Board meeting before the open house.

IX. NEW BUSINESS:

- A. Bi-Law Review
 1. Time Line
- B. Non-Resident camp transportation.
Discussion took place concerning a non-resident wanting Door to door transportation. The Board agreed to only have transportation for residents of Gateway communities.

X. OPEN FORUM: The Articles of Agreement and contract will be on next month's agenda.

XI. **ADJOURNMENT:** Motion made by Jim Pacanowski of Burr Ridge to adjourn the Board Meeting at 4:30 p.m. and motion seconded by Cindy Szkolka of Elmhurst. On a voice vote, motion passed.

Respectfully Submitted By: Sharon T. Labak-Neubauer

Gateway Special Recreation Association
FY 2011 - 2012 Monthly Treasurer's Statement

Date: July 12, 2012

<u>Account</u>	<u>Revenues</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Yr. To Date Budget</u>
100	Member Fees	\$ -	\$ 454,446.70	\$ 454,446.69	100%
110	Interest	\$ 8.84	\$ 86.90	\$ 135.00	64%
120	Grants/Donations	\$ -	\$ 50.00	\$ -	0%
130	Fundraising	\$ -	\$ 3,751.50	\$ 5,500.00	68%
140	Miscellaneous	\$ -	\$ 4.38	\$ -	0%
Total Revenues		\$ 8.84	\$ 458,339.48	\$ 460,081.69	100%

<u>Account</u>	<u>Expenses</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Yr. To Date Budget</u>
500	RGA Service Contract	\$ -	\$ 401,292.00	\$ 401,292.00	100%
505	One on One Services	\$ -	\$ 11,079.19	\$ 6,700.00	165%
510	Financial Assistance	\$ -	\$ 2,530.50	\$ 4,000.00	63%
520	Day Camp Transportation	\$ -	\$ 2,701.50	\$ 12,500.00	22%
525	Team Supplies	\$ -	\$ 857.75	\$ 450.00	191%
530	Brochure Printing	\$ -	\$ 9,260.31	\$ 7,200.00	129%
540	Vehicle Fuel & Maintenance	\$ -	\$ 9,036.77	\$ 7,500.00	120%
545	Vehicle Repairs	\$ -	\$ 5,172.35	\$ 4,500.00	115%
550	Insurance	\$ -	\$ 2,039.00	\$ 2,375.00	86%
555	Professional Services	\$ -	\$ 3,472.50	\$ 4,000.00	87%
560	Fund Raising Expenses	\$ -	\$ 3,089.36	\$ 4,500.00	69%
570	Miscellaneous	\$ 20.38	\$ 283.29	\$ 235.00	121%
Total Expenses		\$ 20.38	\$ 450,814.52	\$ 455,252.00	99%

GATEWAY SRA
FY 2012 - 2013 TREASURER'S STATEMENT

07/12/12

Income	Current Month	Year to Date	Budget	% of Budget
Fundraising	\$ -	\$ -	\$ 2,500.00	0%
Grants/Donations	\$ -	\$ -	\$ -	0%
Interest	\$ -	\$ -	\$ 90.00	0%
Member Contributions	\$ 216,942.08	\$ 216,942.08	\$ 465,808.00	47%
Misc. Revenues	\$ -	\$ -	\$ -	0%
Total Income	\$ 216,942.08	\$ 216,942.08	\$ 468,398.00	46%
Expense				
Audit Services	\$ -	\$ -	\$ 3,250.00	0%
Brochure Printing	\$ -	\$ -	\$ 8,500.00	0%
Day Camp Transportation	\$ -	\$ -	\$ 3,000.00	0%
Financial Assistance	\$ -	\$ -	\$ 4,000.00	0%
Fund Raising Expenses	\$ -	\$ -	\$ 2,050.00	0%
Legal Fees	\$ -	\$ -	\$ 500.00	0%
Liability Insurance	\$ -	\$ -	\$ 2,080.00	0%
Misc. Expenses	\$ -	\$ -	\$ 285.00	0%
1 on 1 Services	\$ -	\$ -	\$ 11,650.00	0%
Program Supplies	\$ -	\$ -	\$ 450.00	0%
Service Contract	\$ 101,827.74	\$ 101,827.74	\$ 407,311.00	25%
Vehicle Fuel & Maintenance	\$ -	\$ -	\$ 11,670.00	0%
Vehicle Repairs	\$ -	\$ -	\$ 7,035.00	0%
Total Expense	\$ 101,827.74	\$ 101,827.74	\$ 461,781.00	22%

**Gateway SRA Board Meeting
July 12, 2012
RGA Report**

**Summer 2012/2011 Comparison
As of 7/5/2012**

2012		2011	
District	Registered Participants	District	Registered Participants
Burr Ridge	5	Burr Ridge	6
Elmhurst	45	Elmhurst	35
Hinsdale	22	Hinsdale	18
Oak Brook	6	Oak Brook	6
Pleasantdale	3	Pleasantdale	4
Willowbrook	10	Willowbrook	9
Westchester	8	Westchester	4
York	1	York	0
Non-resident	6	Non-resident	7

Cancelled Summer Programs as of 7/5/2012

- T-Ball
- Health and Wellness Club
- Beginning Golf
- Adapted Boccia Ball

Full Summer Programs as of 7/5/2012

- Tennis
- Swimming
- Tues Travelers
- Weekend Warriors

Camp Status as of 7/5

Session 1- 20 registered participants

Session 2- 15 registered participants

Extended Session 1- 15 registered participants

Extended Session 2- 12 registered participants

Transportation session I- 15 riders

Transportation Session II -12 riders

Gateway Staff Update

- Gateway is currently recruiting for 1 Recreational Instructor Position. Once this position is filled, Gateway will have 10 Rec Instructors, 6 Rec Leaders, 1 Site Supervisor, and 1 Afterschool Aide.

Gateway Vehicles Update

Vehicle	Mileage	Maintenance
192	50,700	Safety sticker check
171	84,875	Oil change, Check A/C
170	29,280	Checked A/C

Scholarships Status as of 7/5/2012

- Awarded \$100 to a Burr Ridge member
- Awarded \$100 to a Willowbrook member
- Awarded \$35.50 to a Pleasant Dale member

Fall 2012 Brochure

Once we have had a chance to update and proof the Fall 2012 brochure, we will be emailing you a copy to check over with your facility coordinators. You should be expecting a copy for your review within a week. After any changes have been made, the Fall 2012 brochure will be going to print, and then distributed.

Annual Meeting/Open House

At our last board meeting we discussed the idea of Gateway hosting an open house to meet the requirement of having an annual meeting. The Gateway staff is open to this idea, and would like to secure a date for this event.

Program Highlights

Day Camp

Day camp started in June. Day camp orientation began on Monday, June 4th and lasted all week through Friday from 8:30-5:00, consisting of FA/CRP certification, CPI certification and day to day operations of camp. We have 13 returning counselors and have hired 5 new counselors this summer. Each camp has 9 staff, 1 site supervisor, 1 activity coordinator and 7 counselors. We scheduled a parent's night for Thursday, June 7 at 6:00pm. We had several parents in attendance that received calendars, field trip information, counselor biographies and other important camp related items.

Field trips so far have been to Lincoln Park Zoo, Museum of Science and Industry, Blackberry Farm and Chicago Sky Line Tours. Our summer is also filled with swimming and a weekly horsemanship instruction provided by the Ray Graham Association Hanson Center Therapeutic Riding program.

Summer Spectacular has 12 campers registered and 6 utilizing door to door transportation. Teen Scene has 20 campers registered and 7 utilizing door to door transportation.

Special Events

We had 2 special events in June that included Talent Night at the Hanson Center and Windy City Thunderbolts Game. Both were well attended and participants had an excellent time.

Special Olympic Summer Games

Gateway SRA was well represented at this year's Special Olympic Summer Games. This state competition took place the weekend of June 15-17 at I.S.U. in Normal, IL. Gateway athletes included track, aquatics and power lifting. We took home many gold medals and everyone performed very well in all of their events. We also enjoyed the dance hosted by Special Olympics and the opening ceremonies.

Staff that attended include:

Head Coach, Track and Swim Team: Carolyn Strasen

Head Coach, Power Lifting: Michael Baig

Assistant Coach, Track: Doug Herrera

Medal Summary:

Jonathan Menconi: Gold medal in 50 M Freestyle- Aquatics

Jonathan Menconi: Bronze medal in 25 M Freestyle- Aquatics

Michelle Zellinger: Gold medal in 50 M Freestyle- Aquatics

Michelle Zellinger: Silver medal in 100 M Freestyle- Aquatics

Kelly Ross: Gold medal in 200 M Run- Track

Derek Withers: Gold medal in 200 M Run- Track

Beth Terrill: Gold medal in Bench Press- Power Lifting

Beth Terrill: Gold medal in Deadlift- Power Lifting

L.J. Wierema: Gold medal in Bench Press- Power Lifting

L.J. Wierema: Gold medal in Squat- Power Lifting

L.J. Wierema: Gold medal in Deadlift- Power Lifting

David Maddock: Gold medal in Bench Press- Power Lifting

David Maddock: Bronze medal in Deadlift- Power Lifting

Gateway Tennis

The Gateway Tennis program began this month. We have a huge turn-out for this program this season with 14 tennis players!! We will need to look at offering 2 tennis programs next year with more tennis courts. This is a great program and focuses on each individual's skill level. We are working on improving skill and technique as well as game play and scoring.

Gateway Golf

The Gateway Gator Golf program began this month. We have 7 golfers who will be competing in the Special Olympic 9 hole qualifier competition at Bartlett Hills golf course this season. We also have 4 beginner golfers this season who are learning the basics of golf and are looking to improve their golf swing. This is the first Gateway program for 3 of our beginner golfers.

Gateway Softball

Our Gateway Gator softball team continues to play well. We have had some competitive games, with our players scoring game winning RBI's to win it in the last inning. This looks to be a great season for our Gator softball team. They are continuing to improve and are gearing up for the Special Olympics qualifier in July.

Talent Night

We have a lot of talented people here at Gateway that ranges from singing, dancing, telling jokes and more. We had a fun completion, that went down to 4 finalists; Don Buell, Joe Corbitt, Andy Buchalo and Sandra Brooks, who came out with the victory with singing "You're the one that I want"!

PARK AND RECREATION REVENUE/EXPENSE SUMMARY

June 2012

FY 12-13

(May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT. 3101 ADMIN. AND SUPPORT	FY 12-13 BUDGET	FY 12-13 TO DATE	FY 12-13 % of Budget	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget
Personal Services	220,534	25,550	12%	214,952	28,269	13%
Professional Services	0	0		0	0	
Contractual Services	0	0		0	0	
Other Services	6,200	473	8%	7,400	1,050	14%
Materials & Supplies	2,800	479	17%	3,100	1,702	55%
Repairs & Maintenance	150	0	0%	650	0	0%
Other Expenses	3,975	664	17%	3,075	20	1%
Risk Management	44,098	0	0%	45,373	0	0%
Total-Operating Expenses	277,757	27,166	10%	274,550	31,042	11%
Capital Outlay	0	0		0	0	0%
Total Expenses	277,757	27,166	10%	274,550	31,042	11%
 DEPT. 3301 PARKS MAINTENANCE	 FY 12-13 BUDGET	 FY 12-13 TO DATE	 FY 12-13 % of Budget	 FY 11-12 BUDGET	 FY 11-12 TO DATE	 FY 11-12 % of Budget
Revenues						
Field Fees	25,000	3,952	16%	36,000	2,965	8%
Total Revenues	25,000	3,952		36,000	2,965	
Expenses						
Personal Services	345,935	43,122	12%	389,267	37,073	10%
Contractual Services	114,000	14,775	13%	114,000	13,394	12%
Other Services	2,600	393	15%	3,100	324	10%
Materials & Supplies	50,650	8,729	17%	59,500	12,667	21%
Repairs & Maintenance	36,500	3,087	8%	34,500	4,753	14%
Other Expenses	1,600	1,174	73%	1,200	0	0%
Total-Operating Expenses	551,285	71,281	13%	601,567	68,210	11%
Capital Outlay						
Motor Vehicles	35,000	0		0	0	
Land/Gorunds	203,800	55,079		83,500	0	
Equipment	43,000	3,400		4,500	3,746	
Capital Outlay	281,800	58,479	21%	88,000	0	
Total Expenses	833,085	129,760		777,567	71,956	9%
 DEPT. 3420 RECREATION SERVICES	 FY 12-13 BUDGET	 FY 12-13 TO DATE	 FY 12-13 % of Budget	 FY 11-12 BUDGET	 FY 11-12 TO DATE	 FY 11-12 % of Budget
Revenues						
Registration & Memberships	286,500	114,284	40%	423,500	82,919	20%
Misc Income	3,500	2,370	68%	3,500	4,351	124%
Total Revenues	290,000	116,654	40%	427,000	87,270	20%
Total Expenses						
Personal Services	76,834	12,406	16%	95,902	10,970	11%
Contractual Services	255,745	59,706	23%	278,600	68,005	24%
Other Services	71,200	8,111	11%	74,675	10,863	15%
Materials & Supplies	13,250	4,054	31%	11,950	2,947	25%
Other Expenses	10,900	961	9%	8,700	2,340	27%
Repairs & maintenance	7,000	0	0%	2,000	0	0%
Total Expenses	434,929	85,239	20%	471,827	95,124	20%

PARK AND RECREATION REVENUE/EXPENSE SUMMARY

June 2012

FY 12-13

(May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT.34-BY DEPARTMENT RECREATION SERVICES	FY 12-13 BUDGET	FY 12-13 TO DATE	FY 12-13 % of Budget	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget
3421 General Interest						
Revenues	8,500	17,064	201%	7,000	3,783	54%
Expenses						
Personal Services	538	0	0%	3,230	0	
Contractual Services	5,200	0	0%	3,500	2,346	67%
Other Services	0			0	0	#DIV/0!
Materials & Supplies	0	0		0	0	#DIV/0!
Repairs & Maintenance	0	0	0%	0	0	
Other Expenses	0	0	0%	0	0	
Total Expenses	5,738	0	0%	6,730	2,346	35%
3422 Athletics						
Revenues	130,000	52,165	40%	130,000	39,958	31%
Expenses						
Personal Services	1,615	113	7%	6,997	32	0%
Contractual Services	85,000	3,222	4%	85,000	8204	10%
Other Services	0	0	0%	0	0	
Materials & Supplies	3,700	367	10%	2,000	277	14%
Other Expenses	0	0	0%	0	0	
Total Expenses	90,315	3,702	4%	93,997	8,513	9%
3423 Cultural Arts						
Revenues	9,000	2,750	31%	8,500	2,583	30%
Expenses						
Personal Services	862	1,432	0%	2,691	0	
Contractual Services	2,500	0	0%	2,500	0	0%
Other Services	0	0	0%	0	0	
Materials & Supplies	0	0	0%	0	0	
Other Expenses	0	0	0%	0	0	
Total Expenses	3,362	1,432	43%	5,191	0	
3424 Early Childhood						
Revenues	40,000	26,560	66%	42,000	20,563	49%
Expenses						
Personal Services	6,997	1,752	25%	15,071	1,160	8%
Contractual Services	19,200	525	3%	21,200	930	4%
Other Services	0	0	0%	0	0	
Materials & Supplies	1,550	973	63%	2,550	0	0%
Other Expenses	0	0	0%	0	0	
Total Expenses	27,747	3,250	12%	38,821	2,090	5%

PARK AND RECREATION REVENUE/EXPENSE SUMMARY

June 2012

FY 12-13

(May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT.3420-BY DEPARTMENT RECREATION SERVICES	FY 12-13 BUDGET	FY 12-13 TO DATE	FY 12-13 % of Budget	FY 11-12 BUDGET	FY 11-12 TO DATE	FY 11-12 % of Budget
3425 Fitness						
Revenues	36,000	11,695	32%	30,000	14,082	47%
Expenses						
Personal Services	0	0	0%	0	0	
Contractual Services	11,500	0	0%	13,000	540	4%
Other Services	0	0	0%	0	0	
Materials & Supplies	0	0	0%	0	0	
Other Expenses	0	0	0%	0	0	
Total Expenses	11,500	0	0%	13,000	540	4%
3426 Paddle Tennis						
Revenues						
Memberships	42,000	0	0%	60,000	0	0%
Lifetime and donations	0	0		125,000	0	
	42,000	0	0%	185,000	0	0%
Expenses						
Personal Services	0	0	0%	0	0	
Contractual Services	11,750	450	4%	25,500	515	2%
Other Services	4,000	364	9%	3,775	356	9%
Materials & Supplies	100	0	0%	500	0	0%
Repairs and Maintenance	7,000	0	0%	2,000	0	0%
Other Expenses	200	0	0%	200	0	0%
Total Expenses	23,050	814	4%	31,975	871	3%
Capital Outlay						
Courts project	0	0		125,000	0	
Resurfacing/skirting	0	0		16,000	15,000.00	
Total Expenses	23,050	814	4%	172,975	15,871	9%
3427 Special Events						
Revenues	21,000	4,050	19%	21,000	1,950	9%
Expenses						
Personal Services	2,153	0		2,153	0	
Contractual Services	33,400	16,209	49%	35,200	13,383	38%
Other Services	3,700	702	19%	3,500	1,370	39%
Materials & Supplies	5,300	2,454	46%	5,400	1,446	27%
Other Expenses	0	0		0	0	
Total Expenses	44,553	19,365	43%	46,253	16,199	35%
3428 General Recreation Administration						
Revenues						
Expenses						
Personal Services	64,669	9,109	14%	65,760	9,778	15%
Contractual Services	87,195	39,300	45%	92,700	42,087	45%
Other Services	63,500	7,045	11%	67,400	9,137	14%
Materials & Supplies	2,600	261	10%	1,500	1,223	82%
Other Expenses	10,700	961	9%	8,500	2,340	28%
Total Expenses	228,664	56,676	25%	235,860	64,565	27%
Capital Outlay						
Total Expenses	281,800	58,479	21%	88,000	0	

PARK AND RECREATION REVENUE/EXPENSE SUMMARY

June 2012

FY 12-13


(May 1 - April 30)

PRELIMINARY NUMBERS ONLY

DEPT. 3724	FY 12-13	FY 12-13	FY 12-13	FY 11-12	FY 11-12	FY 11-12
KLM LODGE	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget
Revenues						
KLM Lodge Revenue	145,000	18,746	13%	160,000	19,717	12%
Caterer's Licenses	15,000	11,580	77%	16,000	11,500	72%
Total Revenues	160,000	30,326	19%	176,000	31,217	18%
Expenses						
Personal Services	56,662	7,371	13%	57,589	7,989	14%
Contractual Services	22,100	1,802	8%	21,000	1,820	9%
Other Services	39,500	3,704	9%	35,700	9,254	26%
Materials & Supplies	12,400	507	4%	12,200	4,643	38%
Repairs & Maintenance	10,500	1,269	12%	16,500	2,401	15%
Other Expenses	1,000	96	10%	600	234	39%
Total-Operating Expenses	142,162	14,749	10%	143,589	26,340	18%
Capital Outlay	20,000	0	-	177,000	3,638	-
Total Expenses	162,162	14,749	9%	320,589	29,979	9%
DEPT. 3951	FY 12-13	FY 12-13	FY 12-13	FY 11-12	FY 11-12	FY 11-12
SWIMMING POOL	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget
Revenues						
Pool Resident Pass	190,000	151,218	80%	179,740	168,501	94%
Non-Resident Pass	14,000	15,290	109%	13,765	13,344	97%
Pool Daily Fee	75,000	27,400	37%	75,000	21,149	28%
Pool Lockers	100	0	0%	300	0	0%
Pool Concession	7,500	0	0%	7,000	3,675	53%
Pool Class-Reg -Resident	29,500	21,027	71%	29,800	24,469	82%
Pool Class-Reg Non-Resident	5,000	2,669	53%	3,500	1,552	44%
Private Lessons	10,500	3,747	36%	10,500	4,536	43%
Misc. Revenue (Rentals)	12,000	8,071	67%	12,000	18,882	157%
Town Team	25,200	20,041	80%	25,200	23,622	94%
10-Visit Pass	17,000	11,581	0%	0	0	
Total Revenues	385,800	261,044	68%	356,805	279,730	78%
Expenses						
Personal Services	161,475	32,916	20%	172,240	34,984	20%
Contractual Services	30,100	8,278	28%	30,325	9,040	30%
Other Services	45,800	9,700	21%	51,500	11,236	22%
Materials & Supplies	38,975	15,338	39%	39,375	16,771	43%
Repairs & Maintenance	16,350	6,023	37%	20,350	8,113	40%
Other Expenses	10,600	862	8%	10,600	2,107	20%
Risk Management	0	0		0	0	
Total-Operating Expenses	303,300	73,117	24%	324,390	82,251	25%
Capital Outlay	119,000	64,947	55%	60,850	16,197	
Total Expenses	422,300	138,064	33%	385,240	98,448	26%
	FY 12-13	FY 12-13	FY 12-13	FY 11-12	FY 11-12	FY 11-12
	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget
Capital Expenses	400,800	123,426	31%	148,850	16,197	11%
Operating Expenses	1,709,433	271,551	16%	1,815,923	302,967	17%
Total Expenses	2,224,428	394,977	18%	2,224,428	319,164	14%
Total Revenues	921,100	409,606	44%	921,100	401,182	44%
Revenue Offset Difference	(1,303,328)	14,629		(1,303,328)	82,018	

MEMORANDUM

To: Chairman Kluchenek and the Parks & Recreation Commission
FROM: Gina Hassett, Director of Parks and Recreation
DATE: June 17, 2012
SUBJECT: July Parks & Recreation Report



The following is a summary of activities completed by the Parks and Recreation Department during the month of June and July 2012.

RECREATION SERVICES

- The annual July 4th Parade and festival was a success. Thanks to the Commission members, staff and Hinsdale Rotary for making the event successful despite the heat. A number of the parade entries with animals called the day before to withdraw due to the heat. The craft fair also experienced low attendance by the vendors. A third of the vendors withdrew due to the heat or storm related issues at home. The attendance at the craft fair and food vendors was also limited. All issues I assume were heat related. The Turtle races were a success. Hinsdale Rotary coordinates and donates all of the trophies. Over 200 individuals were able to participate in the slowest race in town. Next month staff will have a financial recap on the event. As we plan for the upcoming year, staff will address the third party contract for the craft fair. Additional staff will need to be allocated to the event if the Parks & Recreation Department manages that portion of the event.
- Veeck Park fields continue to flourish despite the heat. The fields are being watered several times a day. An area was reworked at the north east end of the east soccer field. The area was holding water. We are monitoring and hope that during the next heavy rain we can see if the area drains properly. The Veeck field plan calls for a fall field top dressing with sand and bio-solid mix. Staff is securing price quotes.
- The disc golf enthusiast has placed the t-markers and signs at KLM for the course. The volunteers are building three foot bridges and a sign board for the course. All materials are being provided out of the grant funds. The disc baskets arrived this week. Kevin Dovark, a local Eagle Scout, will be coordinating the installation of the baskets as part of his Eagle Scout project. The tentative date for installation is August 2 through the 4th. The disc golf enthusiasts are guiding Kevin on the installation. Staff is hoping to coordinate a ribbon cutting event for the fall.
- Bids were received for the remaining OSLAD grant projects June 26th. The field grading and asphalt foot paths were over budget. Design Perspectives is reworking the scope of work and coordinating changes with the low bidder. Staff is confident we can complete the project within the budget. One item that was incurred that was not planned for was additional drainage included in the field grading to satisfy Burr Ridge that the field grading would not result in flooding out the homes along the east side of the park. Staff hopes to take the items to August ACA for approval and then to Board. If all projects are approved the work would begin in September.

- Programming is on pace for last year. We have had individuals concerned with the excessive heat related to our outdoor athletic programs. The programs are moved indoors to school facilities when possible. The Lego Engineering classes have been well attended and have accounted for an increase in general interest programming.
- The department has hosted two Lunch on the Lawn events at Burlington Park. The attendance had been strong with over 200 families at each event. The entertainment was the Roper Warrior and Disc Dogs. The event is co-sponsored by the Hinsdale Library. The final event is Wednesday, August 1st at 12:30 in Burlington Park featuring a magician.
- Staff is working with Public Services to coordinate fall athletic fields. With the regarding of the KLM Lacrosse field and Veeck off line, we will be short soccer fields and the main lacrosse field. Field users have been made aware of this. Staff has also communicated this information the Hinsdale Central so they are aware that the cross country course will be affected once field grading begins.
- Men's Softball continues play at Veeck Park. The season had nine teams and will wrap up in August.
- There has been a request for the Village to coordinate the High School fall ball league again. The league will play at Veeck on Sundays during the fall.
- Fall brochure is out for design. The brochure is schedule for home delivery the week of August 16th.

Community Pool Report

The excessive heat has resulted in record daily attendance at the pool. Sales of 10-visit passes continue to be sold. Resident memberships are down from last year. Staff is evaluating families that did not renew their membership to see if they purchased a 10-visit pass instead. Staff continues running print ads in area papers to increase the 10-visit pass and daily attendance.

The recreational Town Team Swim program finished up July 21st with the final conference swim meet. The pool hosted 10 swim meets this summer. During the Town Team meets members can swim at the Clarendon Hills Pool.

The pool hosted the annual Hinsdale Swim Club meet the weekend of July 13-15. They experienced delays to area storms but the meet ran smoothly. Staff received numbers from Clarendon Hills Park District related to the Hinsdale Swimmers that used their services. The numbers were high on Sunday due to heat and low on Friday and Saturday due to area storms. The Hinsdale Swim Club pays Clarendon Hills Park District \$3,000 for three days for their agencies to accept our members and extend daily rates to Hinsdale families.

Clarendon Hills Park District 2012 HSC Meet

	Friday	Saturday	Sunday
Hinsdale Members	0*	138	263
Super Pass Members	0*	0	48
Hinsdale Residents**	20	15	22

**Pool closed at 4:30 due to storms*

***Residents paid daily fees*

Pool hours will go to "Back-to-School" hours on August 20th, which means the pool will remain closed during the week and only be open on weekends through Labor Day.

Community Pool Pass Summary Report

Feb 1- July 10

Type	2011 Pass Revenue				2012 Pass Revenue			
	2011	2011	2011	2011	2012	2012	2012	2012
	New Passes	Renew Passes	Total	Revenue	New Passes	Renew Passes	Total	Revenue
Nanny Pass	58	11	69	\$3,900	53	29	82	\$4,860
Nanny Super	4	0	0	\$285	10	2	12	\$900
Family Primary	100	377	477	\$140,812	100	327	427	\$128,394
Family Secondary	341	1265	1606		317	1139	1456	\$0
Family Super	5	37	42	\$14,780	13	28	41	\$15,059
Family Super Secondary	10	38	48	\$2,235	13	28	41	\$1,935
Family Super Third	17	82	99	\$1,650	31	62	93	\$1,439
Guest Pass Adult	81	1	82	\$6,639	119	15	134	\$11,220
Guest Pass Child	97	3	100	\$6,086	127	24	151	\$9,000
Individual Pass	8	23	31	\$4,470	10	18	28	\$3,934
Senior Super Pass			0				0	
Individual Super Pass	2	4	6	\$820		2	2	\$75
Non Resident Family	10	7	17	\$8,390	14	9	23	\$12,245
Non Resident Family Secondary	32	27	59		56	36	92	
Non Resident Individual	2	4	6	\$1,610	2	6	8	\$2,105
Non Resident Senior	2	4	6	\$775	2	5	7	\$1,085
Senior Pass	8	19	27	\$2,155	9	18	27	\$2,160
			0					
			0	\$171,107				\$158,756
			0	\$10,775				\$15,435
			0	\$12,725				\$20,220

Daily Fee Revenue		
	2011	Actual 2012
May	\$2,283	\$5,425
June	\$19,754	\$24,281
July	\$28,051	\$10,234
August	\$13,869	
Sept	\$383	
Total	\$64,340	\$39,940
		2012 Annual Budget
		\$75,000.00

Attendance		
	2011	2012
May	797	1,624
June	7,027	10,571
July	8,839	4,494
August	5,843	
Sept	264	
Total	22,770	16,689

Katherine Legge Memorial Lodge


Some minor work was completed in the Brides Room and office. Both rooms now have curtains and blinds to finish off the rooms. Staff is continues to outreach to prospective clients. The KLM Lodge Sub-Committee in June and plans to meet again in August to review the rental price structure.

					2012-13 Annual Budget	FY 12-13 % of budget	2011-12 Annual Budget	FY 11-12 % of budget
EXPENSE	June							
	Prior	Current	Prior	Current				
	Year	Year	Year	Year				
	\$17,006	\$5,701	\$26,340	\$14,750	\$142,162	3%	\$143,589	7%
REVENUES	June				2012-13 Annual Budget	FY 12-13 % of budget	2011-12 Annual Budget	FY 11-12 % of budget
	Prior	Current	Prior	Current				
	Year	Year	Year	Year				
KLM Lodge Rental	\$11,156	\$9,945	\$19,717	\$18,746	\$145,000	4%	\$160,000	5%
Caterer's Licenses	\$300	\$700	\$11,500	\$11,400	\$15,000	71%	\$16,000	70%

Memo

Village of Hinsdale Parks and Recreation

To: Chairmen Kluchenek and Members of the Parks & Recreation Commission

From: Gina Hassett, Director of Parks & Recreation 

Date: 7/20/2012

Re: Swim Club Rentals

In examining HSC's proposed three-year contact and the Hornets Swim Club's and the Westmont Swim Club's request to pay for the use of the pool's 50m lanes, Village staff, Chairman Kluchenek and Commissioner Owens have examined the following issues:

1. What are the actual costs and expenses related to the swim clubs' use of the pool and what do we need to charge the swim clubs in order to meet our costs?

Staff reviewed the cost of swim team pool usage. The established hourly fee includes staff wages, chemicals, utilities and administrative cost. HSC uses six of the eight lanes available; two remain open for general lap swim. As there are benefits to members to continue to reserve two lanes for lap swimming, the HSC cost is based on usage of six lanes. Below is a cost summary of the HSC pool time.

HSC Cost Summary

	6 lanes	6 lanes +2.5% CPI	8 Lanes	8 Lanes +2.5% CPI
Lap Swim	\$13,541	\$13,880	\$18,055	\$18,506
3-Day swim meet	\$3,418	\$3,503	\$3,418	\$3,503
	\$16,959	\$17,383	\$21,472	\$22,009

HSC COST - 6 Lane

HSC Lap Swim	
Facility Cost/hr	\$36.00
Staff Cost/hr for lap swim	\$57.79
	\$93.79
Administrative 10%	\$103.17 hrly Cost for entire pool
	\$12.90 lane/hr
HSC Hrly Rate	\$77.38 6 lanes/hr

HSC Lap Swim	
Morning Lap Swim 3.5 hrs	3.50 hrs
	50.00 days
	\$77.38 hrly rate
	\$13,541.10 Morning Lap Swim Cost

3 Day Swim Meet	
Facility Cost/hr	\$36.00
Staff Cost hr for meet	\$67.56
	\$103.57
Administrative 10%	\$113.92 Hrly Rental Rate

Swim Meet	
3 days x 10 hrs	30.00
Hrly Rate	\$113.92
	\$3,417.68 3 day swim meet cost

1 HSC Cost - 6 lanes

6 Lane Cost	\$13,541.10
Swim Meet	\$3,417.68
	\$16,958.79

HSC COST - 8 Lane

HSC Lap Swim	
Facility Cost/hr	36.003684
Staff Cost/hr for lap swim	57.7875
	93.791184
Administrative 10%	103.1703 hrly cost for entire pool
	\$12.90 lane/hr
HSC Hrly Rate	103.1703 8 lanes/hr

HSC Lap Swim	
Morning Lap Swim 3.5 hrs	3.50 hrs
	50.00 days
	\$103.17 hrly rate
	\$18,054.80 Morning Lap Swim Cost

3 Day Swim Meet	
Facility Cost/hr	\$36.00
Staff Cost hr for meet	\$67.56
	\$103.57
Administrative 10%	\$113.92

Swim Meet	
3 days x 10 hrs	30.00
Hrly Rate	\$113.92
	\$3,417.68

HSC Cost - 8 lanes

8 Lane Cost	\$18,054.80
Swim Meet	\$3,417.68
	\$21,472.49

- 2. Would HSC be willing/able to pay the increased cost and, in regard to the Hornets proposal, would HSC surrender a portion (i.e., 30 minutes) of its time to reduce its cost and increase the overall revenue associated with the pool?**

When staff met with HSC in the spring, the estimated cost associated with their lap time and swim meet use was \$12,500.00 which only included staff wages. Staff was directed to establish the actual cost which is reflected above. The cost is great deal higher then original \$12,500.00.

HSC has agreed to pay the full cost associated with their pool use; however, they have not agreed to reduce their pool time by the requested 30 minutes. They believe their swim club's success is based on the current level of usage. The reduction of time would affect their youngest developmental swimmers. HSC does include the Master Swimmer during their morning lap time.

Below is a history of HSC payments to the Village.

**HSC Agreement History
(5% increase per year)**

2007	\$3,000
2008	\$3,150
2009	\$3,308
2010	\$3,475
2011	\$3,648
2012	\$3,830

HSC Cost - only staff

	Cost	Staff +2.5% CPI
Staff Lap Swim	\$10,112.81	10365.6328
Staff HSC Meet	1824.1875	1869.79219
	<u>\$11,937.00</u>	<u>\$12,235.43</u>

*staff only cost, no facility cost, no admin

- 3. With respect to the Hornets proposal to increase their pool usage, staff examined the potential impact to the Village of eliminating the first time slot of swim lessons, and whether we could absorb the participants into other sessions. We also asked: How much revenue do we gain, if any, by eliminating the lessons and allowing Hornets to rent the pool during that time. Philosophically, what do we think about eliminating resident swim lessons to rent to a non-resident swim club? Do we think that the increased services to residents through HSC use and swim lessons is more important than the added revenue that could be gained by offering time to other clubs? Does the fact that Westmont and Hornets serve almost 100 residents balance out the fact that we would be potentially inconveniencing residents by eliminating the first swim lesson session and taking away 1/2 hour from HSC?**

The Hornets Swim club submitted a request to use the pool for 1.5 hours of morning time for team practice swim. In order to accommodate their request, one session of swim lessons would have to be eliminated and HSC would have to give back 30 minutes of their reserved time. Based on prior registration for the 9:05 a.m. swim class, staff feels those numbers could be absorbed into other time slots. However, from a customer service level, staff feels that parents will be disappointed about the elimination of the 9:05 class as this affords children the opportunity to participate in other programs.

The potential revenue generated from an additional 1.5 hours of swim club rentals would result in increased revenue of \$1,372.00. This number is based on projected non-resident rental fees for 2013.

Hornets/Westmont Rental

Revenue	
6 lanes, 50 days 1.5 hrs	\$11,700.00 *
Cost	
Staff, facility and admin	\$5,803.33
Surplus Revenue	\$5,896.67

*Using proposed NR rates of \$26/lane

9:05 Swim Lessons

Revenue	\$3,270.00
Cost	\$681.00
Surplus Revenue	\$2,589.00

NR Swim Team Rental Revenue	\$5,896.67
Less HSC 30 minutes	-1935
Less Swim less revenue	-2589
	\$1,372.67

Several things the Commission should consider when evaluating the philosophy related to allocating pool time.

- The Hornets and Westmont swim teams together serve approximately 100 Hinsdale residents. Although it is likely the number of residents served will be similar in coming years, there is no guarantee how many residents they will serve next year. HSC by-laws indicate they will only register Hinsdale residents and Hinsdale Central students in an effort to retain use of the Hinsdale Central and the Community pools.
- When Village staff allocates field time to Falcon Football or AYSO Soccer, we do not manage how they utilize their allocated time. If we feel that an organization is abusing their allocated time, the group's time is evaluated. Organizations have worked with the Village to accommodate revenue opportunities for the Village. For example, three years ago HSC gave up weekend mornings to create available time for the Westmont Swim Team.

- The Hornets and Westmont teams rent the pool on Saturday and Sunday mornings and various week nights after general swim. Staff will manage in-service training differently in 2013 to allow the teams access on Monday, Tuesday and Wednesday evenings which will generate 60 additional hours for swim team rentals.
- The Westmont swim team uses Westmont High School as their main training facility. Westmont High School does not have a high school swim program and this affords the Westmont Club premium time and use of this pool for their club. The Hornets swim at Hinsdale Central and Downers Grove North. Darien, Westmont and Downers Grove recreation agencies do not have outdoor public pools. Most teams lose time at their indoor facilities in the summer due to pool maintenance.
- If we reduce the number of swim lesson sessions, staff would suggest opening the pool earlier to residents and members. Each year staff receives requests by members and groups to open earlier. It is likely that opening early would result in additional revenue equal to that generated by renting to the swim teams. The revenue would come from daily admissions, increased membership and summer camps that visit the pool. The same could be said for the weekend times as many families would like to utilize the lap pool before noon, which is the current opening time.

4. How much of an impact, if any, should our long-standing relationship with HSC have on our decision?

It is our practice to give Hinsdale based organizations priority, any remaining time is allocated to other resident or non-resident teams. This is often less desirable space and time and additional fees may be charged. This is the Board approved policy for the soccer, baseball and football fields.

Should the Commission recommend to the ACA Committee the three-year phased in fee agreement with HSC? It has been suggested that the Committee would approve phasing in the full cost. A similar practice was adopted with AYSO to get them to paying the full \$20,000 field fee. HSC has agreed that they could afford to pay the rates listed below.

Proposed HSC Phased in rates - 6 Lanes

	2013	2014	2015
Morning Lap Swim	\$6,582	\$10,082	\$13,497
3 day Swim Meet	\$3,418	\$3,418	\$3,503
Total Due	\$10,000	\$13,500	\$17,000

Based on the evaluation of the costs associated with the swim team pool use, staff is asking that the Commission recommend the following rates:


Proposed Pool Lap Lane Rental Rates

	2012 lane/hr	Proposed 2013 Lane/hr
Teams with 50%Residents	\$10.00	\$13.00
Teams Less 50%	\$20.00	\$26.00

*based on the \$12.90 per lane cost

Memo

Date: July 18, 2011
To: Chairman Kluchenek & Members of the Parks & Recreation Commission
From: Gina Hassett, Director of Parks & Recreation
RE: Platform Tennis Lesson Agreement



In the fall of 2011, an agreement was reached with Mary Doten to provide platform tennis lessons with the Village as a third party user agreement. The agreement worked out well. Participants registered and paid Ms. Doten directly. The Village received payment from the provider in a timely fashion per the user agreement.

Staff asked Ms. Doten to provide registration and support information for 2011-12 seasons. Attached is an email from Ms. Doten regarding the program participation for last year. Registration revenue was not provided.

Staff recommends that we increase the user agreement by the 3% with the same terms of the 2011 agreement. A copy of the email and agreement is attached.

	Revenue
2009	\$3,652
2010	\$5,670
2011	\$5,700
Proposed 2012	\$5,871

Revenue prior to 2010 was received to the Village and reimbursed to Mary Doten at a 90/10 split.

Gina Hassett

From: Mary Doten [mhdoten@sbcglobal.net]
Sent: Sunday, July 15, 2012 9:10 PM
To: Gina Hassett
Subject: summary of year

Dear Gina:

Thank you for passing on to me the Park District's request for registration figures. I am somewhat unclear as to what figures are being sought but I assume you are looking for the number of women who registered for league programs.

For the 2011-2012 paddle season, there were 63 women registered for KLM paddle teams, which is down about 15 players from the prior year. The reason for the decrease was that last year the Hinsdale Golf Club hired a paddle pro and started two new women's teams from their club members. All of these Hinsdale Golf Club women (27 in total) had in the prior year been registered for the KLM paddle teams. They left to support the new program.

I spent much of late summer and fall trying to fill the openings left by the departure of these members. I paired down most teams from 11 players to 9 or 10 and did some heavy recruiting. While it was a very stressful time for me personally, I am proud to say that I was ultimately able to field only one less KLM team than we had the prior year. I believe that most of the families belonging to the Hinsdale Golf Club continued to renew their paddle memberships with KLM and new recruits would have joined KLM paddle for the first time so I expect that overall memberships to KLM for the 2011-2012 season increased. I defer to the park District Board on this point however since it is the Park District that has access to this registration data.

With respect to other teaching classes, I had the same number of assistant pros as last year and did not add any additional classes. The two new courts installed in 2011 were not used for more lessons or drills but rather for open play by the KLM members while the previously-existing four courts were used for team practices.

Based on the fact that there was not an increase in registration from last year (and in fact there was a slight decrease), I would respectfully suggest that my contract compensation remain unchanged. While it has been suggested in the past that increases such as a cost-of-living raise of 2.5% suggested in your earlier e-mail can be passed on to the KLM paddle members that are participating on the teams and taking lessons, I believe that since many of these same members are the ones that have paid for the two new courts through their generous donations, an increase by the Park District is not warranted at this time.

Thank you for your consideration of this e-mail correspondence. If the Park District has any further questions, please let me know.

Sincerely,

Mary Doten

>

>

7/19/2012

Village of Hinsdale

PADDLE TENNIS LICENSE AGREEMENT

This License Agreement is entered into this 6th day of October, 2011, between Mary Doten, (hereinafter referred to as the "Licensee") and the Village of Hinsdale, DuPage County and Cook County, Illinois (hereinafter referred to as the "Village"),

RECITALS

WHEREAS, it has been determined by the corporate authorities of the Village to permit the Licensee to have a license to use the Village's paddle tennis courts during the period of September 2011 through August 31 of 2012 for a paddle tennis instruction program under the terms and conditions set forth herein.

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

1. **Recitals.** The above recital is substantive and is incorporated herein by reference as though fully set forth.
2. **Program and Facilities.** The Licensee shall use the Village's Parks and Recreation Department's paddle tennis courts ("Facilities") for the purposes of private lessons, group lessons, leagues and drills ("Programs") to take place September 2011-August 31 2012. The Village shall solely be responsible to maintain the Facilities. The Village reserves the right to assign specific facilities to be used for the Program, including times and dates or the use of the Facilities. The Village shall also provide one (1) page to the Licensee in its Fall and Winter brochure for promotional purposes for the Program. The Village shall also post a link on the Parks & Recreation homepage listing the seasonal brochure content with contact information.
3. **Licensee's Responsibilities.** The Licensee shall be responsible for all communications with Program participants, the production and distribution of any and all flyers for the Program and all administration, instruction and instructors for the Program. The Licensee shall not, without the prior written consent of the Village, make any alterations, improvements, or additions to the Facilities, nor shall the Licensee cause any damage to the Village's Facilities.
4. **Payment to the Village.** The Licensee shall pay the Village for use of the Village's Facilities for the Program by remitting to the Village a fee of \$5,700 made in two installments. The first installment of \$2,850 is due December 1, 2011 and the second installment of \$2,850 is due March 1, 2012. The Licensee shall be responsible to collect all fees and shall be responsible for the registration of all participants.

5. **Coaches, Instructors, Assistants and Directors.** All coaches, instructors, assistants and directors for the Program shall be employees and/or independent contractors of the Licensee and shall not be considered employees or independent contractors for the Village. The Licensee shall be responsible for the hiring, training, assignment, discipline and dismissal of all coaches, instructors, assistants and directors for the Program. The Licensee shall be solely responsible for their benefits, wage and disability payments, pension and workers' compensation claims, damage to or destruction of equipment and clothing and medical expenses.
6. **Amendments and Modifications.** This Agreement may be modified or amended from time-to-time by the authorized representatives of the Village and the authorized representatives of the Licensee, provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representatives of the Village and the authorized representatives of the Licensee.
7. **Indemnification.** Each party to this Agreement agrees to indemnify, defend and hold harmless the other party, their directors, the Village Trustees, officers, employees and agents, for and against all injuries, deaths, losses, damages, claims, suits, liabilities judgments, costs and expenses, including reasonable attorneys' fees, which may in any way accrue against either party for the other party's negligent or wrongful acts or omissions as a consequence of this Agreement.
8. **Covenant Not To Sue.** Subject to paragraph 7 above, the Licensee forever releases and discharges the Village, its directors, officials, agents or employees from all claims, demands, damages, actions or causes of action which may arise out of the Licensee's use of the Village's Facilities for the Program. The Licensee covenants not to sue or otherwise bring any action in law or equity against the Village, Village Trustees, its directors, officials, agents or employees for any claims, loss, damage, expense, debt or liability of any nature whatsoever which the Licensee, its employees, and/or agents may sustain as a result of the use of the Village's Facilities.
10. **Insurance** At its own expense, the Licensee shall name the Village as an additional insured **on any and all of its existing general and excess liability insurance** policies. The Licensee shall maintain during the duration of this Agreement a general liability insurance policy with a general aggregate limit of at least one million dollars (\$1,000,000). The Village shall remain an additional insured under said policies during the entire term of this Agreement. The Licensee shall provide the Village with a copy of said policies naming the Village

as an additional insured within fifteen (15) days after execution of this Agreement.

11. **Duration of this Agreement.** This Agreement shall remain in full force and effect from the date of execution by the parties, as set forth above, for a period of one year.
12. **Termination.** This Agreement may be terminated at any time by either party upon thirty (30) days written notice of the effective date of said termination from the terminating party. Notice of termination shall be governed by the provisions of paragraph 13 below. The Licensee shall receive a pro-rated reimbursement of any fees remitted to the Village if this Agreement is terminated by the Licensee after the Program has commenced pursuant to paragraph 2 above.
13. **Notice** Any Notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, or personal service to the persons and addresses indicated below or to such addresses and persons as either party hereto shall notify the other party of in writing pursuant to the provisions of this paragraph:

**Village Manager
Village of Hinsdale
19 E. Chicago Avenue
Hinsdale, IL 60521-3489**

**To the Licensee:
Mary Doten
4143 Woodland
Western Springs, IL 60558**

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

14. **Governing Law** This Agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance.
15. **Non-Assignment** This Agreement shall not be assigned by either party without the written consent of the other party.
16. **Binding Authority** The individuals executing this Agreement on behalf of the Licensee and the Village represent that they have the legal power, right and actual authority to bind their respective parties to the terms and conditions of this Agreement.
17. **Effective Date** The effective date of this Agreement as reflected above shall be the date that the Village Clerk of the Village attests the signature of the Village Manager.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by duly authorized officers thereof, as of the day and year written above:

VILLAGE OF HINSDALE

LICENSEE


Village Manager

10/17/11

 , Oct 6, 2011

ATTEST:


Clerk of the Village of Hinsdale