

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting October 13, 2014

Chairman Hughes called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on October 13, 2014 at 6:03 PM.

Members Present: Chairman Hughes, Trustees Angelo, Elder and LaPlaca

Staff Present: Kathleen Gargano, Village Manager; Darrell Langlois, Finance Director; Gina Hassett, Director of Parks and Recreation; and Tim Scott, Economic Development Director

Also present: Tim Gavin, Sikich & Associates
Irene Bahr, liquor attorney for Whole Foods
Mike Kowalski, Whole Foods team leader
Joel Braver, Whole Foods Regional director

Approval of Minutes – September 11, 2014

Trustee Elder moved approval of the September 11, 2014 minutes. Trustee LaPlaca seconded with a few corrections and the motion passed unanimously.

Monthly Reports

Chairman Hughes stated that staff monthly reports were available on printed reports, so the discussion will only focus on discussion regarding the staff reports.

Treasurers Report – Trustee LaPlaca asked about the food and beverage tax year to date results being below budget. Mr. Langlois stated that due to the addition of several restaurants he thinks the year will end close to budget.

Parks and Recreation – Ms. Hassett stated that the pool report is being compiled and will be presented next month. The Fall Festival will be next weekend at the Middle School. KLM revenue is down slightly but should reach budget level.

Trustee Angelo asked about the potential Arts Center tenant. Ms. Hassett stated that District 181 is considering it for administrative offices. They will know after the first of the year. Repairs will need to be done based on the tenant. Trustee Angelo also asked about the fire suppression at the pool. Ms. Hassett explained why it is being completed in two phases. The quotes so far are under the cost estimates. Trustee Angelo also asked about the KLM paddle court heaters. Ms. Hassett stated that the cost so far has been about \$6,000 to change them out. Public Services have spent a lot of time working on the electric for the courts.

Chairman Hughes asked about the tennis program revenue going down. Ms. Hassett reported that Tom Lockhart had no paperwork to support the numbers and we won't have

verifiable comparable numbers for a couple of years. Chairman Hughes asked about the lacrosse field conditions. Ms. Hassett stated that it was seeded in the fall of 2013 and some washed out and the wet spring strangled the turf.

Chairman Hughes asked about park maintenance and the weed problems. Ms. Hassett noted staffing challenges that require balancing the time spent in other areas of the Village such as the maintenance of downtown plantings. Crews will respond if there are calls from residents. Reallocation of staff is part of the answer or having a third party maintain them. Chairman Hughes asked if this has been a topic with Parks and Rec Commission. Ms. Hassett stated it has not been. Chairman Hughes stated that conditions of the fields should be a high priority and the standards here are high.

Ms. Gargano stated that when a new Public Service Superintendent is hired, that will be one of the items to evaluate. Ms. Hassett stated that previously parks maintenance staff were not under the supervision of the Public Services Department which resulted in those staff positions being solely dedicated to maintaining the parks.

Chairman Hughes asked about the urgency of repairing the tennis courts cracks. Ms. Hassett stated that the Burns Field courts were not in the five year plan and the appropriate repair would be to grind the current asphalt and put in new. She stated that the courts begin use by the high school in April so the work could not be done until the fall.

Economic Development – Mr. Scott reported that the new pay system in the Garfield lot is up and running and there have been no complaints regarding the change in fees. They will try to keep track where the cars have gone to with the change in price. Trustee Angelo stated that he has had complaints of the fee increase.

IT Coordinator Report – no comments or questions

Approval of a the Village's Comprehensive Annual Financial Report and Management Letter for the Year Ended April 30, 2014

Tim Gavin, the audit manager from Sikich, LLP, was in attendance and noted a few highlights of the report. The CAFR was awarded a Certificate of Achievement Award last year and he is confident that this year's CAFR will also comply. The unqualified auditor's opinion is the highest level of opinion that is offered.

The Management Discussion and Analysis section of the CAFR summarizes the changes in the Village and explains parts of the report in more detail. The General Fund reported an unrestricted fund balance of over \$4 million, which exceeds the 25% fund balance target that is used for AAA bond rating criteria.

Mr. Langlois explained that the library now has their own separate audited financial statements. Starting 2015 there will be major changes in the reporting regarding pensions. Chairman Hughes asked what processes will change as a consequence of the accounting change. Mr. Langois stated that the auditors will have to do more auditing, including applying testing of the actuarial data. Chairman Hughes stated that there will be some discussion regarding this in the future.

Trustee Elder moved approval of the request. Trustee Angelo seconded and the motion passed unanimously.

Discussion of a Request from Whole Foods to Sell Spirits

Mike Kowalski, Whole Foods team leader, provided a history of Whole Foods here in the Hinsdale community and noted the various ways they have given back to the community. The customers are asking for spirits and they have to go outside of the Village to purchase them. There have been no violations at the location and the management employees are all Bassett certified. Joel Braver noted Whole Foods regional policies related to liquor, and noted that cashiers must ask for an ID for anyone under 40. They are looking at the higher end liquors and not the small airplane size bottles. Mr. Kowalski explained that they would also like to do tastings of wine, beer & spirits.

Trustee LaPlaca asked if the liquor code would need to be changed in order to do the wine tasting or allowing the bigger size bottles. They are the only A1 Class license. Trustee Elder asked if there would be bottles under 750 ml. There would be gift sets that would have smaller bottles and but would not be sold individually.

The Trustees stated that they were comfortable with the proposal. Trustee LaPlaca asked if bottles that are lower in size could be located behind glass. Mr. Kowalski explained that there are security caps that would break if the bottle was opened.

Trustee Angelo asked what kind of markup there would be on the liquor items whereby it was stated the a 35-38% markup is typical and that \$1,000-\$1,200 a week in sales is expected. Ms. Gargano asked about their experience with shoplifting. There has not been any shoplifting related to liquor at this store. There have been a few at other stores but the offenders were adults, not minors.

Chairman Hughes suggested the new Ordinance state 750 ml and above unless kept under key or with a security cap and in no case fewer than 350 ml, unless it is packaged as a gift box. Mr. Langlois stated that currently the Village Code states premium spirits. The Trustees had no issues with the tastings.

Approval of the Proposed KLM Lodge Rental Fees Effective December 1, 2014

Ms. Hassett explained the request of increasing the weekend fees. This still keeps us at the lower end of the comparable properties. This could result in an increase of \$16,600 in annual revenue and the rates would be effective December 1st.

Chairman Hughes asked where the other comparable properties were located. Ms. Hassett explained the locations. Trustee Elder asked if there was a way to know where the bookings were coming from. Ms. Hassett stated that most bookings are from non-residents who live within a 50 mile radius.

Trustee LaPlaca moved approval of the proposed fees. Trustee Elder seconded and the motion passed unanimously.

Award a Contract for Bid #1578, Holiday Lighting and Decorating to Temple Display in the Amount of \$26,566

Mr. Scott explained the change to the request. The low cost bidder withdrew because of time constraints and the second lowest bidder is being recommended at a \$62 higher cost. The only addition would be someone would have to install the waterproof boxes by the Brush Hill station.

Mr. Scott reported that last year's budget was \$30,000, so this year the cost will be about the same and an additional area is added. Trustee LaPlaca asked why the fee was less. Mr. Scott explained that they will be wrapping the trees instead of the canopies which are very labor intensive.

Trustee LaPlaca moved approval of the contract to Wingren Landscaping in the amount of \$26,628. Trustee Elder seconded and the motion passed unanimously.

Adjournment

As there was no further business to come before the Committee, Trustee Elder motioned to adjourn. Trustee Angelo seconded and the motion passed unanimously. The meeting was adjourned at 7:05 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance

DL/lc

**VILLAGE OF HINSDALE
MEETING OF THE
PARKS AND RECREATION COMMISSION**
Tuesday, October 14, 2014
Memorial Hall – Memorial Building

Chairman Banke called the meeting of the Park and Recreation Commission to order at 7:01 p.m. at the Memorial Hall board room.

Members Present: Chairman Banke, Commissioners Baker, Conroy, Keane and Mulligan

Members Absent: John George, Susan Owens

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

Others Present: Ken Knutson, The Hinsdalean
Brian & Julie Schwab, 828 S Adams, Hinsdale
(Brian is a boy scout attending the meeting to observe)

Commissioner Mulligan moved approval of the September 9, 2014 Parks and Recreation Commission meeting minutes. Commissioner Baker seconded, and the motion passed unanimously.

Liaison Reports

Gateway Special Recreation Association

Ms. Hassett explained that the superintendent has resigned and they are in the process of filling that position. There are some vehicle issues that need expensive repairs and a decision has to be made on replacing the vehicle. They are looking at leasing a vehicle through Ray Graham.

There is no ACA report because it met this week instead of last week.

Revenue Expense Report

Ms. Hassett commented on the report. Program revenue increased in September and most of it is platform tennis revenue. Expenses have increased and 95% of the programs are contractual. Very few are hired village staff; most are used with a contractual company at 80/20 split.

Platform tennis has increased primarily due to the timing of the revenue.

KLM Lodge revenue projected increase is approximately \$4,700 over last year. Caterer license fees are down because there is no longer a per person charge and less annual caterers. Several have not been asked back, one day caterers do have to pay a single day fee and a refundable deposit.

Pool revenue was down \$24,436, primarily in membership revenue, which includes the loss of super pass revenue. Daily fees decreased approximately \$5,000, lesson revenue increased and town team revenue was down. Expenses increased due to increased staff wages.

Chairman Banke stated that it looked like the overall revenue for the pool was down about \$77,000 and asked if the village Trustees are concerned. Ms. Hassett stated that they are concerned in the decrease in revenue, but revenue is all weather dependent and a big part of the loss was the decrease in Super Pass sales. Commissioner Mulligan asked about the town team revenue being down and if that is a concern. Ms. Hassett stated that staff has talked to Clarendon Hills Park

District about combining the teams and that this was a rebuilding year with new coaches. Some of the challenges are the competitive swim clubs and high caliber clubs.

Ms. Hassett stated that Westmont swim club is building an indoor facility. They currently use the Westmont High School pool and rent space from Hinsdale as well. It is somewhere in Willowbrook and they will have two 25 yard indoor pools.

Chairman Banke asked if the village owns the property west of the pool parking lot. Ms. Hassett stated that there is a soccer field on it. Commissioner Conroy asked if there was more than one pool manager. Ms. Hassett explained that there is one pool manager and then a manager of each team. Commissioner Conroy asked if the pool dates could be extended and if it was rented for pool parties.

Ms. Hassett stated that there would not be staff available to extend the dates and it is difficult to get staff the last two weeks of the season. It is available after 8 pm for rentals, but most of the interest is from private swim club rentals. Commissioner Conroy also commented on use of alcohol in the facility for private rentals. Ms. Hassett will have to check with the insurance company if that would be allowed.

Chairman Banke asked about personnel services and if they would be elevated for next season. Ms. Hassett stated that will be discussed with the budget review. The customer service was up because of better service. Ms. Hassett stated that we are waiting to see what numbers Clarendon Hills provides of how many Hinsdale residents purchased passes there.

Recreation Program Report

Ms. Hassett reported that this weekend will be the Fall Festival at the Middle School. Staff is in the planning stages for the Holiday Express and the Santa Breakfast the weekend of December 6.

Ms. Hassett reported that tennis lessons declined, but Tom Lockhart handled the program differently so this was a baseline to start with. There will be a better basis in 2015 with additional information. There are other opportunities in town besides Hinsdale Tennis Association. Customer service was improved and Mr. Lockhart could concentrate on the instructions. Commissioner Mulligan stated that there could be some more flexibility for those that don't want six weeks of lessons.

Ms. Hassett commented on the work at the fields and the turf conditions. The weeds are bad and additional fertilization is being looked at for the fall. Park maintenance will be going out to bid and there will be weeding of the playgrounds and the berms at KLM in the new contract.

Ms. Hassett reported that sidewalk work will be completed at the end of the month. Staff is still looking at alternatives for the Veeck Park walking path. Chairman Banke asked about the tractor at Veeck. Ms. Hassett reported that the pipe in the storm water building needs replacement and that is why the tractor is there. Commissioner Mulligan commented that perhaps we should meet with the residents there by the park to see what they would want.

The Burns Field tennis courts were not in the 5 year plan, and the conditions are getting worse. There are significant cracks and the original courts were installed in the 60's. Most of the contractors stated that to fill the cracks would only last about 2 years. The other option is to regrid the asphalt and then put a new overlay. There are some new products that are flexible and are warranted for 10 years against cracking. To crack fill the existing surfaces would be at least \$60,000 and would only last 2 or 3 years.

Ms. Hassett stated that they are instructional courts and she will have a dialogue with the high school about sharing the cost. Chairman Banke asked if this would be in the next fiscal year and would the village be looking to the Commission for what vendor to use. Chairman Banke suggested that we invite vendors to give a proposal. Ms. Hassett stated that if the village doesn't want to fund at this level, something needs to be done but she does not recommend the crack fill.

Old Business

Peirce Park Playground Update

Ms. Hassett stated that there was a small delay on beginning the project because there was a question why it did not go through the Plan Commission. The village attorney stated that if it was something different than like to like project, it would need a plan review. It was board approved and is moving forward. Weather permitted, the playground should be done mid-November.

Ms. Hassett stated that there still is a possible tenant for the Arts building with some improvements approved.

KLM Lodge Fee Update

ACA did approve the recommendation to increase the fees and it will now go to the board. The fees will go in effect December 1st.

Platform tennis

Some of the heaters will be replaced under the platform tennis courts because they get very wet. The electric is along the base so the boxes get under water when they get wet. They were not constructed correctly and would not have passed an electrical plan. Ms. Hassett will prepare a report for next month on the number that have been replaced. There will be four heaters instead of six because they are bigger.

Old Business

Park Request North of Ogden Avenue Update

Ms. Hassett stated that Oak Brook has a small parcel of land that is located on Spring Road by Graue Mill and they might partner with Hinsdale to see if there would be interest in installing a park there. Chairman Banke asked if this would qualify for an OSLAD grant. Ms. Hassett stated that Design Perspectives looked at the parcel at Washington and Ogden and there is some opportunity for a very small playground but there would be a cost to clear the area. Ms. Hassett stated that there might be able to be a walk path to the Oak Brook area.

The Village Trustees are aware of the request, but it is still primarily at the Commission level. Ms. Hassett will need to get a dollar figure to move forward and a traffic study would also be required.

Ice Rink Discussion

Ms. Hassett reported that one light pole by the ice rink will be repaired. A staff memo was given to the board for approval of a rink at Burlington Park. Burns would have two rinks and one at Burlington, if the board believes that is a good idea. Two smaller rinks at Burns would be easier to fill because they would not be as deep. One rink would be for hockey players. The rink last year was 95 x 205, which is much bigger than it needs to be.

Ms. Hassett stated that a rink at Burlington Park would be nice but it is all related to weather. The Chamber is deciding on what they will be doing at holiday time depending on what happens with the ice rink. The goal would be to have it ready for the Christmas Walk, weather permitting. Chairman Banke mentioned about making a sled hill by the Memorial building for a weekend.

Review of the Five Year Capital Improvement Plan

Ms. Hassett commented on the draft 5 year plan. Chairman Banke asked Ms. Hassett for the pressing park needs. Gina explained what is in the draft plan for 2015/16.

- Replacement of a vehicle
- Brook Park - nothing scheduled
- Burns - \$150,000 for resurfacing of the tennis courts
- KLM - nothing scheduled
- The shelter and drinking fountain at Peirce could wait until 2016 to see how the park settles and get some feedback from the residents.
- Robbins – \$100,000 for tot lot. It is on Community House property so we can ask them to help with that. Play surface would be better than wood chips. Commissioner Keane asked how Ms. Hassett came up with the amount. Ms. Hassett stated that there is no checklist, but IRMA evaluates the equipment and that is what is considered. Commissioner Conboy asked if there is a safety barrier between the parking lot and the park. Ms. Hassett stated that there is but some people don't close the gates and we are constantly changing the locks. Commissioner Conboy stated cement barriers should be considered.

Chairman Banke asked about repair decisions, such as resurfacing. Ms. Hassett explained that this was the first year they were done in conjunction with road and street repaving. Robbins has two lots and one needs resurfacing and will be done in conjunction with road work for better pricing. There was discussion on the lots that have been done and if the vendors want to do the park projects.

- Stough – nothing scheduled
- Veeck – skate park equipment
- Platform tennis – nothing scheduled. The big issue will be the decking around the courts.
- KLM Lodge – \$42,000 for carpeting and chair pads
- Pool – pump, painting and slide in diving well, electronic valve replacement to decrease man hours. \$14,000 for a climbing wall, \$14,000 for lane lines and reels and \$20,000 for pool renovation design particularly in the baby pool area. The sand continues to be a battle and causes issues with the other pools and the area is outdated. Any pool renovation has to go through the IL Dept of Public Health, so any project would be done at the end of the 2016/17 season. Commissioner Keane asked if the high dive would be removed to add the climbing wall. Ms. Hassett explained that the low dives and high dive are not used at the same time, so maybe one of the low dives could be removed. The climbing wall could be added to the east wall and the slide would not be used at the same time as the wall.

Ms. Hassett stated that the feedback from the Commission regarding the pool will be important in addition to the other park projects. Anything over \$10,000 would be over the capital plan.

Adjournment

Since there was no further business to come before the Commission, Commissioner Baker moved to adjourn. Commissioner Conroy seconded and the motion passed unanimously. The meeting of the Park and Recreation Commission was declared adjourned at 8:15 p.m.

Respectfully submitted,

Linda Copp, Secretary

2b

Gateway Special Recreation Association

Board Meeting
Thursday, November 13, 2014
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 October 2014 Regular Meeting Minutes

B. Approval of November 2014 Check Register

C. Approval of November 2014 Treasurer's Report

VI. REPORTS

A. RGA Monthly Report

VII. OLD BUSINESS

A. Budget

B. Vehicles

VIII. NEW BUSINESS

IX. OPEN FORUM

X. ADJOURNMENT

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

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

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTORS' MEETING

October 9, 2014

- I. Call to Order:** President Gina Hassett called the Gateway Special Recreation Association Board of Directors' Meeting to order at 3:05 pm on October 9, 2014 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; Sharon Peterson, Countryside; Cindy Szkolka, Elmhurst; Gina Hassett, Hinsdale; Matt Russian, Pleasantdale ; Jim Burg, Westchester; Kristen Violante, Willowbrook and Scott Nadeau, York Center

Absent: Karen Spandikow, Oakbrook.

Staff Present: Ray Graham Staff: Kathy Carmody.

Visitors:

- II. Open Forum:** None

- III. Board Member Comments:** None

- IV. Communications:** None

- V. Omnibus Agenda:** Motion made by Scott Nadeau, York Center to approve the Omnibus Agenda and motion seconded by Matt Russian, Pleasantdale.

- VI. Approval of September 11, 2014 Regular Meeting Minutes**

A. Approval of October 2014 Check Register

B. Approval of October 2014 Treasurer's Report

On a voice vote the motion passed.

- VII. Reports:**

A. RGA Monthly Report: The monthly report was reviewed by Kathy Carmody. The Superintendent search is underway with one internal candidate. RGA will be presenting a Gateway program and service report to the Elmhurst Park District Board on November 19, 2014. RGA will provide the Gateway Board with the final bill for Day Camp transportation.

B. Old Business:

A. Budget: Discussed as part of item B: Vehicles.

B. Vehicles: RGA is unable to provide transportation services for Gateway programs. The Gateway Board opted to have a complete diagnostic on vehicle 192 prior to making a decision to repair or replace this vehicle. 192 is currently out of service and is in need of repair to the exhaust and cylinder head.

VIII. New Business: None

IX. Open Forum: President Gina Hassett, Hinsdale ask for a copy of the most recent audit (for the year ending June 30, 2013).

XI. Adjournment: Jim Pacanowski, Burr Ridge made a motion to adjourn the meeting, seconded by Sharon Peterson, Countryside. Motion passed on a voice vote.

GATEWAY SRA 2014 - 2015
MONTHLY TREASURER'S STATEMENT

Date: November-14

<u>Revenue Accounts</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>+ or - to Budget</u>	<u>% of Budget</u>
110 Interest	\$ 16.60	\$ 63.42	\$ 105.00	\$ (41.58)	60.4%
120 Member Contributions	\$ -	\$ 230,471.10	\$ 496,548.03	\$ (266,076.93)	46.4%
130 Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	0.0%
Total Income	\$ 16.60	\$ 230,534.52	\$ 496,653.03	\$ (266,118.51)	46.4%
<u>Expense Accounts</u>					
500 Audit Services	\$ -	\$ -	\$ 3,750.00	\$ (3,750.00)	0.0%
510 Day Camp Transportation	\$ -	\$ -	\$ 7,700.00	\$ (7,700.00)	0.0%
520 Financial Assistance	\$ -	\$ 313.00	\$ 4,000.00	\$ (3,687.00)	7.8%
530 Legal Fees	\$ -	\$ 2,118.00	\$ 1,000.00	\$ 1,118.00	211.8%
540 Insurance Expense	\$ -	\$ -	\$ 2,175.00	\$ (2,175.00)	0.0%
550 Misc. Expenses	\$ 20.40	\$ 75.73	\$ 500.00	\$ (424.27)	15.1%
560 One on One Services	\$ -	\$ 1,924.00	\$ 12,000.00	\$ (10,076.00)	16.0%
570 Program Supplies	\$ -	\$ -	\$ 500.00	\$ (500.00)	0.0%
580 Service Contract	\$ 106,626.50	\$ 213,253.00	\$ 426,640.00	\$ (213,387.00)	50.0%
590 Vehicle Fuel	\$ 434.63	\$ 3,770.05	\$ 8,650.00	\$ (4,879.95)	43.6%
600 Vehicle Repairs	\$ 7,137.61	\$ 10,601.99	\$ 7,500.00	\$ 3,101.99	141.4%
Total Expenses	\$ 114,219.14	\$ 232,055.77	\$ 474,415.00	\$ (242,359.23)	48.9%
Net Ordinary Income	\$ (114,202.54)	\$ (1,521.25)	\$ 22,238.03	\$ (23,759.28)	-2%
<u>Beginning Year Cash Money Market</u>					
Outstanding check to IBLP #1784	\$	\$ 50,314.48			
<u>Beginning Year Cash Checking Account</u>	\$	\$ (1,350.00)			
Total Cash Beginning of Year	\$	\$ 2,095.84			
Net Income	\$	\$ 52,410.32			
	\$	\$ 50,889.07			



**Gateway SRA Board Meeting
November 13, 2014
RGA Report**

Fall 2013/2014 Comparison
As of 11/10/2014

2014

District	Registered Participants
Burr Ridge	6
Countryside	3
Elmhurst	43
Hinsdale	20
Oak Brook	9
Pleasantdale	3
Willowbrook	5
Westchester	4
York	1
Non-resident	8
Total:	102

2013

District	Registered Participants
Burr Ridge	8
Elmhurst	45
Hinsdale	18
Oak Brook	9
Pleasantdale	4
Willowbrook	8
Westchester	7
York	1
Non-resident	12
Total:	112

Cancelled Fall Programs as of 11/11/2013

- Frisbee Golf
- Swim Team Conditioning
- Book/Etiquette Club
- Gateway Holiday Productions

Full Programs as of 11/11/2013

- Saturday Explorers
- Diners Club
- Recreation Sensation
- Gators Basketball
- Weekend Warriors
- Horseback Riding Lessons
- Chicago Bears @ Buffalo Wild Wings
- Hollywood Blvd Meal and Movie
- Shop Till You Drop

Gateway Staff Update

We currently have the following positions open:

- 1 Recreation Coordinator-Position posted to NPO network and IPRA
- 2 Recreation Leader
- Possible 25-30hr per week Recreation Specialist

Gateway Vehicles Update

Vehicle	Mileage	Maintenance
192	N/A	N/A
171	105, 617	N/A
170	41, 655	Oil Change

Scholarships Status as of 11/10/2014

- \$86 to Oak Brook Residents
- \$100 to Westchester Residents
- \$200 to Burr Ridge Residents

Winter/Spring 2014 Brochure

We are currently going to print for the Winter/Spring 2015 brochure. The registration deadline for Winter programs is December 31st, and the registration deadline for Spring programs is January 30.

Gateway SRA Member District Survey

As incoming Superintendent I have been brainstorming innovated ways to bring Gateway SRA/Ray Graham Association and its member districts in closer contact to ensure as well as continue to provide optimal special recreation programming. I would also like to request a time to meet with each individual board member to discuss the survey and any other goals that you would like to see Gateway work on presently and in the near future.

Illinois Special Recreation Association News

It has been brought to my attention that the Lemont Park District has voted to end their contract with Tri-County SRA as of April 2015 and will be joining SEASPAR. Please see attached press release. Tri-County SRA also has 2 other park districts however in order to continue as an SRA Tri-County would need to acquire a 3rd park district in order to keep their status as an SRA. The other 2 park districts are Romeoville Recreation Department and Lockport Township Park District. A few other SRA's have already reached out to Romeoville and Lockport to offer assistance or information about joining their SRA, and my recommendation would be for the Gateway board to discuss a possible consideration of acquiring

Program Highlights

Special Events

Gateway hosts its annual Monster Mash at the Burr Ridge Recreation Center. This is a fun filled evening of not so scary costumes, ghoulishly delicious treats, Thriller style dancing and awards for participants' costumes wearing.

Special Olympics

Gator Volleyball

The Gateway SRA Gators Green and Gators Red teams participated in the Special Olympics state Fall Games on October 25th and October 26th. We had 19 total athletes at this state event, with 2 head coaches and 2 assistant coaches attending as well.

This is the first time the Gator Red team has qualified for the state competition! They played in two very tough volleyball matches at the Special Olympic qualifier. The Red team managed to win the gold at the qualifier, winning against NEDSRA in the final match with game scores of 25-19 and 27-25. This was a very dramatic finish, with several athletes in tears and thrilled to be going to the state competition for the first time! The Red team played very well at the state games, finishing with the bronze medal! The athletes, coaches and families are all very proud of their performance!

The Gators Green team was in the top division for the state competition. They were in a division of 3 teams. They faced MNASR in the first volleyball match. This was a very evenly matched division. The score bounced back and forth from team to team throughout the match. The Gators Green team ended up winning in 2 games. They then went on to face SRJC for the gold medal. This, once again, was a very fierce competition! The lead score fluctuated back and forth from team to team. The Gators Green pulled through to win against SRJC in the third game, scores were 16-25, 25-21, 25-14! The Gators Green team received the gold medal!! This is the fourth year in a row the Gators Green team has won the gold medal in volleyball at the state games. All of the athletes and coaches were ecstatic to finish in 1st place!

Congratulations to both of the Gateway Gator volleyball teams! Go Gators!

Gators Basketball and Cheerleading

Our Gators' Basketball season is just starting, and we have enough athletes to offer 4 teams again this year. The team rosters will be determined by skill and ability levels. We are also offering out Gator Cheerleading program again this year.

Special Events Happening in November

- Friday, November 14th - Gateway SRA Annul Turkey Trot Dinner and Dancing
- Sunday, November 23rd - Chicago Bears and Buffalo Wild Wings

Memo

To: Chairman Banke and Members of the Parks & Recreation Commission
From: Gina Hassett, Director of Parks & Recreation
Date: November 20, 2014
RE: October FY 2014/15 Parks & Recreation Financial Report

Attached are the preliminary Parks and Recreation Department financial results for October, 2014; this is the sixth month of the FY 2014-15 budget year.

PROGRAMS

Through the month of October, program revenue has increased \$16,058 over the prior year. The increase is due in part that the tennis program registration revenue was collected by the Village rather than the third party vendor resulting in an increase of \$15,257 over the prior year in Athletics revenue. Platform Tennis, Cultural Arts and Fitness program revenue are trending slightly above the prior year due to increased program registration. General Interest and Early Childhood registration revenue is down over the prior year in part because staff reduced the number of Kaleidoscope programs being offered and a decline in interest in the Lego Playwell programs. All of the above programs are contractual; revenues and expenses are directly related offsetting contractual expenses.

Recreation expenses are down \$2,848 over the same period of the prior year; this is a result in timing of expenses. Expenses for Athletics have increased \$22,845 over the prior year due to the payment to the third party for the contractual tennis program. Early Childhood expenses have decreased by \$13,848 due to the reduction of programs being offered; revenues and expenses are directly related offsetting contractual expenses.

PLATFORM TENNIS

Platform tennis revenue has increased \$5,515 over the same period of the prior year. Membership numbers include the sales of 61 new memberships; 31 of the new members are non-residents. The lease agreement between the Village and the Hinsdale Platform Tennis Association (HPTA) requires all HPTA league players have an active membership; staff will insure that all players are active members.

The first installment of lesson revenue is due in January from Mary Doten for the instruction of the Paddle in the Parks program. The terms of the agreement with Ms. Doten is that for lessons she teaches and coordinates at the Village courts, 10% of her gross revenue is to be paid to the Village.

KATHERINE LEGGE MEMORIAL LODGE

Revenue for the first six months has increased \$4,346 for the same period of the prior year. October rental revenue was up \$9,146 over the prior year in part because there were five more weddings booked than the prior year.

Revenue for caterer license fees are down \$4,800 for the same period of the prior year in part because a number of preferred caterers is less than the prior year. Several caterers were not asked back due to negative feedback from clients. Several caterers did not renew because they had not received any business at the Lodge from their listing as a preferred caterer. In addition to having fewer caterers, there is no longer a per person caterer fee charged to clients. Rental fees were increased in 2011, the increase in fee eliminated the per person caterer fee that was charged to the Lodge client. There continues to be a fee of \$500 for clients that do not use a preferred caterer which typically generates additional revenue throughout the year.

Personnel expenses reflect a negative budget variance of \$13,184 which is a result of a miss categorized personnel expenses from the prior year. It was determined at the end of the FY 2013-14 that some personnel expenses had been coded to the wrong account. Since the correcting journal entry was not made until the end of the previous fiscal year, this will result in a year over year variance on the current report.

PARKS

Revenue for field and picnic shelter rentals is down \$3,039 over the prior year. Field rental revenue is down \$2,694 for the same period of the prior year due to the timing of fall payments. Staff anticipates that when fall payments for athletic field rentals are collected revenue will exceed the prior year.

Picnic shelter rental revenue is down \$1,245 over the prior year; revenue collected last year included incidental rental revenue from events held at the former Arts Center. This year rental revenue for the Arts Center is not included with picnic shelter rentals.

Park operating expenses are on track with the prior year, expenses are down \$1,095 over the prior year. Capital expenses posted are \$24,274 which represents 6% of the budget. To date several capital projects are completed but have not been posted. The resurfacing of the parking lots at Brook Park is budgeted at \$50,000 and the park sidewalk repairs are budgeted at \$30,000; both are completed but to date have not posted. Two park vehicles totaling \$80,609 have been purchased; the vehicles are expected to post in December. The capital budget includes \$50,000 for improvements at the former Arts Center which have been put on hold until a tenant is found which will determine the scope of work. The Veeck Park walking path is budgeted at \$16,000; staff continues to review the scope of the project to bring it within budget.

COMMUNITY POOL

A financial summary of the pool will be included in the annual pool report which will be completed for review in January.

Parks Recreation Revenue/Expense Summary

October FY 2014-15

Preliminary Numbers

DEPT. 3101	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
ADMIN. AND SUPPORT	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Expenses							
Personnel Services	208,980	99,633	48%	226,611	97,689	43%	1,944
Professional Services	0	0	0%	0	0	0%	0
Contractual Services	0	0	0%	0	0	0%	0
Other Services	8,000	3,252	41%	8,000	3,562	45%	(310)
Materials & Supplies	2,600	1,675	64%	3,720	1,864	50%	(189)
Repairs & Maintenance	150	88	59%	150	844	563%	(756)
Other Expenses	3,880	2,482	64%	3,975	800	20%	1,682
Risk Management	32,830	126	0%	37,994	0	0%	126
Total-Operating Expenses	256,440	107,256	42%	280,450	104,759	37%	2,497
DEPT. 3301	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
PARKS MAINTENANCE	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Revenues							
Field Fees	38,000	25,758	68%	30,000	28,452	95%	(2,694)
Picnic Fees	10,500	8,765	83%	9,000	10,010	111%	(1,245)
Total Revenues	48,500	34,523	71%	39,000	38,462	99%	(3,939)
Expenses							
Personnel Services	364,499	157,341	43%	346,774	171,484	49%	(14,143)
Contractual Services	125,000	118,780	95%	122,000	89,854	74%	28,926
Other Services	2,100	763	36%	1,700	927	55%	(164)
Materials & Supplies	58,450	22,658	39%	70,450	37,505	53%	(14,847)
Repairs & Maintenance	49,000	17,485	36%	66,000	18,239	28%	(754)
Other Expenses	1,000	6	1%	2,000	119	6%	(113)
Total-Operating Expenses	600,049	317,033	53%	608,924	318,128	52%	(1,095)
Capital Outlay							
Motor Vehicles	81,000	0	0%	0	0	0%	0
Land/Grounds	150,000	7,881	5%	160,000	164,962	103%	(157,081)
Equipment	112,000	16,393	15%	0	0	0%	16,393
Buildings	50,000	0	0%	0	0	0%	0
Total Capital Outlay	393,000	24,274	6%	160,000	164,962	103%	(140,688)
Total Expenses	993,049	341,307	34%	768,924	483,090	63%	(141,783)
DEPT. 3420	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
RECREATION SERVICES	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Revenues							
Registration & Memberships	308,000	222,977	72%	290,000	206,919	71%	16,058
Misc. Income	6,000	5,740	96%	6,000	16,392	273%	(10,652)
Total Revenues	314,000	228,717	73%	296,000	223,311	75%	5,406
Total Expenses							
Personnel Services	93,841	59,707	64%	93,476	61,023	65%	(1,316)
Contractual Services	259,530	169,566	65%	251,700	175,869	70%	(6,303)
Other Services	60,750	24,500	40%	63,400	30,840	49%	(6,340)
Materials & Supplies	13,200	4,885	37%	14,580	7,418	51%	(2,533)
Other Expenses	8,370	4,594	55%	8,600	3,525	41%	1,069
Repairs & maintenance	17,000	11,061	65%	15,500	15,025	97%	(3,964)
Capital Outlay	20,000	17,795	89%	0	0	0%	17,795
Total Expenses	472,691	292,108	62%	447,256	293,700	66%	(1,593)

Parks Recreation Revenue/Expense Summary
October FY 2014-15
Preliminary Numbers

DEPT.34-BY DEPARTMENT RECREATION SERVICES	FY 14-15 BUDGET	FY 14-15 TO DATE	FY 14-15 % of Budget	FY 13-14 BUDGET	FY 13-14 TO DATE	FY 13-14 % of Budget	Variance over prior year
3421 General Interest							
Revenues	20,000	9,785	49%	23,000	14,978	65%	(5,193)
Expenses							
Personnel Services	0	0	0%	538	0	0%	0
Contractual Services	16,500	6,215	38%	25,000	10,410	42%	(4,195)
Other Services	0	0	0%	0	0	0%	0
Materials & Supplies	0	0	0%	0	0	0%	0
Repairs & Maintenance	0	0	0%	0	0	0%	0
Other Expenses	0	0	0%	0	0	0%	0
Total Expenses	16,500	6,215	37%	25,538	10,410	37%	(4,195)
3422 Athletics							
Revenues	130,000	100,051	77%	125,000	84,794	68%	15,257
Expenses							
Personnel Services	2,515	486	19%	1,615	215	13%	271
Contractual Services	82,000	72,943	89%	75,000	50,605	67%	22,338
Other Services	0	0	0%	0	0	0%	0
Materials & Supplies	1,500	0	0%	3,700	588	16%	(588)
Other Expenses	0	824	0%	0	0	0%	824
Total Expenses	86,015	74,253	86%	80,315	51,408	64%	22,845
3423 Cultural Arts							
Revenues	7,000	8,604	123%	9,000	3,126	35%	5,478
Expenses							
Personnel Services	4,306	861	20%	4,306	1,937	45%	(1,076)
Contractual Services	0	4,018	0%	1,000	0	0%	4,018
Other Services	0	0	0%	0	0	0%	0
Materials & Supplies	0	0	0%	0	0	0%	0
Other Expenses	0	0	0%	0	0	0%	0
Total Expenses	4,306	4,879	113%	5,306	1,937	37%	2,942
3424 Early Childhood							
Revenues	47,000	32,599	69%	40,000	39,698	99%	(7,099)
Expenses							
Personnel Services	15,609	19,658	126%	11,842	14,961	126%	4,697
Contractual Services	21,000	1,550	7%	20,500	20,004	98%	(18,454)
Other Services	0	0	0%	0	0	0%	0
Materials & Supplies	1,150	1,043	91%	1,550	1,184	76%	(141)
Other Expenses	0	50	0%	0	0	0%	50
Total Expenses	37,759	22,301	59%	33,892	36,149	107%	(13,848)

Parks Recreation Revenue/Expense Summary

October FY 2014-15

Preliminary Numbers

DEPT.3420-BY DEPARTMENT RECREATION SERVICES	FY 14-15 BUDGET	FY 14-15 TO DATE	FY 14-15 % of Budget	FY 13-14 BUDGET	FY 13-14 TO DATE	FY 13-14 % of Budget	
3425 Fitness							
Revenues	33,000	23,151	70%	30,000	18,191	61%	4,960
Expenses							
Personnel Services	0	0	0%	0	0	0%	0
Contractual Services	11,000	6,357	58%	9,000	9,700	108%	(3,343)
Other Services	0	0	0%	0	0	0%	0
Materials & Supplies	0	0	0%	0	0	0%	0
Other Expenses	0	0	0%	0	0	0%	0
Total Expenses	11,000	6,357	105%	9,000	9,700	105%	(3,343)
3426 Platform Tennis							
Revenues	FY 14-15 BUDGET	FY 14-15 TO DATE	FY 14-15 % of Budget	FY 13-14 BUDGET	FY 13-14 TO DATE	FY 13-14 % of Budget	Variance over prior year
Memberships/Lessons	50,000	37,762	76%	42,000	32,247	77%	5,515
Grant funding	0	0	0%	0	0	0%	0
Lifetime and donations	0	0	0%	0	0	0%	0
	50,000	37,762	76%	42,000	32,247	77%	5,515
Expenses							
Personnel Services	0	0	0%	0	0		0
Contractual Services	8,480	5,182	61%	9,700	3,713	38%	1,469
Other Services	3,500	106	3%	5,000	1,884	38%	(1,778)
Materials & Supplies	100	0	0%	100	0		0
Repairs and Maintenance	15,500	9,806	63%	15,500	15,025	97%	(5,219)
Other Expenses	50	50	0%	100	50		0
Total Operating Expenses	27,630	15,144	55%	30,400	20,672	68%	(5,528)
Capital Outlay							
Courts project	0	0	0%	0	0	0%	0
Resurfacing/skirting	20,000	17,795	0%	0	0	0%	17,795
Total Capital Outlay	20,000	17,795	0%	0	0	0%	17,795
Total Expenses	47,630	32,939	69%	30,400	20,672	68%	12,267
3427 Special Events							
Revenues	21,000	11,025	53%	21,000	13,885	66%	(2,860)
Expenses							
Personnel Services	2,153	3,890	181%	2,153	2,791	130%	1,099
Contractual Services	30,000	20,193	67%	26,000	26,562	102%	(6,369)
Other Services	2,000	682	34%	2,400	978	41%	(296)
Materials & Supplies	7,450	3,245	44%	6,900	5,070	73%	(1,825)
Repairs & Maintenance	0	245	0%	0	215	0%	30
Total Expenses	41,603	28,255	68%	37,453	35,616	95%	(7,361)
3428 General Rec Administration							
Expenses							
Personnel Services	69,258	34,812	50%	73,022	41,119	56%	(6,307)
Contractual Services	90,550	53,108	%	85,500	54,875	64%	(1,767)
Other Services	55,250	23,712	43%	56,000	27,978	50%	(4,266)
Materials & Supplies	3,000	597	20%	2,330	576	25%	21
Repairs and Maintenance	1,500	1,255	84%	0	0	0%	1,255
Other Expenses	8,320	3,425	41%	8,500	3,260	38%	165
Total Expenses	227,878	116,909	51%	225,352	127,808	57%	(10,899)
Capital Outlay	0	0	0%	0	0	0%	0
Total Expenses	227,878	116,909	51%	225,352	127,808	57%	(10,899)

Parks Recreation Revenue/Expense Summary
October FY 2014-15
Preliminary Numbers

DEPT. 3724	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
KLM LODGE	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Revenues							
KLM Lodge Revenue	160,000	117,949	74%	145,000	108,803	75%	9,146
Caterer's Licenses	16,800	12,000	71%	13,000	16,800	129%	(4,800)
Total Revenues	176,800	129,949	74%	158,000	125,603	79%	4,346
Expenses							
Personnel Services	63,111	39,000	62%	57,593	25,816	45%	13,184
Contractual Services	26,500	16,400	62%	27,600	16,540	60%	(140)
Other Services	49,900	19,787	40%	42,900	19,343	45%	444
Materials & Supplies	10,700	4,879	46%	12,500	4,509	36%	370
Repairs & Maintenance	8,500	1,167	14%	5,220	3,189	61%	(2,022)
Other Expenses	800	385	0%	1,000	351	0%	34
Total-Operating Expenses	159,511	81,618	51%	146,813	69,748	48%	11,870
Capital Outlay	15,000	13,749	92%	20,000	9,884	49%	3,865
Total Expenses	174,511	95,367	55%	166,813	79,632	48%	15,735
DEPT. 3951	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
SWIMMING POOL	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Revenues							
Pool Resident Pass	160,000	130,572	82%	170,000	156,277	92%	(25,705)
Non-Resident Pass	12,000	9,118	76%	16,000	9,274	58%	(156)
Pool Daily Fee	65,000	47,747	73%	72,000	49,280	68%	(1,533)
Pool Lockers	100	0	0%	100	0	0%	0
Pool Concession	8,000	4,000	50%	7,900	0	0%	4,000
Class-Registration -Resident	26,500	25,231	95%	29,500	22,970	78%	2,261
Class-Registration Non-Resident	5,200	4,021	77%	5,000	5,088	102%	(1,067)
Private Lessons	8,000	8,295	104%	10,000	5,994	60%	2,301
Misc. Revenue (Rentals)	26,000	23,111	89%	12,000	22,694	189%	417
Town Team	24,500	17,286	71%	22,000	23,574	107%	(6,288)
10-Visit Pass	22,000	24,122	110%	24,100	18,081	75%	6,041
Total Revenues	357,300	293,503	82%	368,600	313,232	85%	(19,729)
Expenses							
Personnel Services	161,475	184,203	114%	161,475	155,078	96%	29,125
Contractual Services	32,475	20,513	63%	25,650	17,522	68%	2,991
Other Services	37,000	30,807	83%	42,000	23,431	56%	7,376
Materials & Supplies	31,300	27,690	88%	33,475	21,827	65%	5,863
Repairs & Maintenance	22,000	19,482	89%	11,850	10,457	88%	9,025
Other Expenses	6,700	3,305	49%	8,200	3,015	37%	290
Risk Management	0	0	0%	0	0	0%	0
Total-Operating Expenses	290,950	286,000	98%	282,650	231,330	82%	54,670
Capital Outlay	12,000	14,078	117%	107,000	86,483	81%	(72,405)
Total Expenses	302,950	300,078	99%	389,650	317,813	82%	(17,735)
	FY 14-15	FY 14-15	FY 14-15	FY 13-14	FY 13-14	FY 13-14	Variance
	BUDGET	TO DATE	% of Budget	BUDGET	TO DATE	% of Budget	over prior year
Capital Expenses	440,000	69,896	16%	287,000	261,329	91%	(191,433)
Operating Expenses	1,759,641	1,066,220	61%	1,766,093	1,017,665	58%	48,554
Total Expenses	2,199,641	1,136,116	52%	2,053,093	1,278,994	62%	(142,879)
Total Revenues	896,600	680,952	76%	861,600	700,608	81%	(19,656)
Revenue Offset Difference	(1,303,041)	(455,164)	35%	(1,191,493)	(578,386)	49%	123,223

To: Chairman Banke and Members of the Parks and Recreation Commission
FROM: Gina Hassett, Director of Parks and Recreation
DATE: November 19, 2014
SUBJECT: October/November Parks & Recreation Report

The following is a summary of activities completed by the Parks and Recreation Department during the months of October/November.

Programming & Special Events

The Holiday Express, formerly known as the Polar Express, is scheduled for Sunday, December 7th. Due to the popularity of the event and limited slots provided by Metra, a lottery system is utilized for registration of this event; the deadline was November 7th. All residents that were part of the lottery secured space for the event. A press release has been distributed to fill the remaining spots. After November 24th, registration is opened to non-residents. Registered participants take the train from Hinsdale to the Aurora station; participants enjoy a buffet, entertainment, crafts and visits with Santa at the Two Brothers Roundhouse banquet facility.

On Saturday, December 6th, families can enjoy Breakfast with Santa at Katherine Legge Memorial Lodge. The event includes a continental breakfast and a visit with Santa.

The Winter/Spring program brochure is at the printer; it will be delivered to Hinsdale Residents on Monday, December 8th.

Field Updates

Activities at the athletic fields wrapped up November 15th. AYSO Soccer ended the week of October 25th. Football and travel soccer continued through mid-November. Public Service staff have winterized the bathrooms and the irrigation systems; this involves blowing out the water lines so the pipes do not freeze during the winter. Burns Field and KLM bathrooms remain open through the winter months.

Staff met with members of the Hinsdale Little League Board regarding field use for the 2015 season. The Little League Board communicated their field request for the 2015 season; games will be scheduled at Peirce, Veeck and Brook Park. Due to drop in participation, Little League had not utilized Brook Park for the past two years. Staff is reviewing the scope of work and cost that will be necessary to ensure the field is ready for the 2015 season. Staff anticipated being able to work on the baseball field at Brook Park but given the cold weather the work will be postponed until spring. This can be problematic as this past year it was a late spring limiting the amount of work that could be completed.

Park Maintenance

Mowing & Landscaping

Throughout the year staff has reported that number of mows and park maintenance was increased to maintain the level of service expected for park use. The mowing bid is based on 30 mows. The FY 2014/15 budget includes \$75,500 for mowing, with an additional \$4,000 allocated for additional mowing. When weather conditions are dry, the 30 mows per year has been adequate to maintain the

parks. However, this year the Village experienced record setting rainfall along with days of sun, resulting in the turf and weeds growing at a fast pace. To keep the turf conditions at an acceptable length, eleven park sites were mowed twice per week. The contractor was also utilized to maintain the plantings at the former Arts Center, the KLM platform tennis court berms, the KLM Lodge and to manage the weeds at the playgrounds.

	Weekly Mows	Additional Mows	Playground Weeding
April/May	5	4	0
June	4	4	0
July	4	4	1
August	5	5	1
September	5	5	1
October	3	3	1
November			
	26	25	4

**additional mows occurred at 11 park sites*

Staff estimates that the additional cost to manage the mowing contract with Zenith Landscaping will result in a total cost of \$114,500, which is \$35,000 over budget. Mowing continues through the end of November to manage the turf and the leaves. To minimize the cost, where possible the fall leave clean-up was handled by Public Service staff. Depending on the amount of the fall clean-up, cost could decrease slightly. On November 18th, the Village Board approved funds not to exceed \$114,500 to cover the cost for the remainder of the fiscal year. Going forward the monthly staff report will include a summary of the contract terms with the approved budget allocation and current expenditures; below is summary of the current expenditures. In addition staff will submit copies of the approved Board Action with invoices to the Finance Department. Vendor contracts are now inventoried in the Village Clerk's Office which will centralize the management of Village contracts.

Mowing & Park Maintenance Contract - Zenith Landscaping

EXPENSES	October		YTD		Change Over the Prior year	2014-15 Annual Budget	FY 14-15 % of budget	2013-14 Annual Budget	FY 13-14 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
Parks	\$14,555	\$18,126	\$69,643	\$95,744	\$26,101	\$79,500	120%	\$75,500	92%
Pool	\$210	\$280	\$2,200	\$1,780	(\$420)	\$2,500	71%	\$2,500	88%

Park Repairs

The slide at Brook Park was damaged; Public Services will make the repair when parts are received. A table at the KLM nature based playground has been damaged; crews removed the top of the table and placed barricades around the piece; parts are on order.

A resident that lives on Laurie Lane adjacent to KLM Park has complained that disc golfers continue to jump the fence to retrieve lost discs. Staff reviewed the course and has relocated the basket for hole 13 50 feet south of the current location; the basket is in front a grove of pine trees that will help to keep the discs from flying over the park fence. In addition, signs will be posted to remind players of the course rules.

On August 5th, the Village Board approved \$30,000 to repair the sidewalks at Burns Field and KLM Park. Due to a concrete shortage the work was pushed back, and repairs were scheduled to start the week of November 6th, however the sudden cold weather delayed the work. A limited amount of work was completed at Burns Field, and no work was started at KLM. The plan is to complete the work in the spring prior to the end of the fiscal year.

The electrical feed to the southeast light pole at Burns Field has been repaired. The wiring was direct burial cable; it failed due to its age. Direct boring was used to limit the damage to the park. PVC pipe was installed from the warming house to the southeast light pole and then to the northeast pole with new wiring. The repairs were made by Volt Electric for a total cost of \$4,789 which was part of the operating budget. The lights are utilized for ice skating and for athletic practices.

The resident that resides at 828 Quincy has experienced flooding this year; the property abuts Melin Park. To evaluate the flooding issue, the Village Engineer asked to review the topographic maps of Melin Park. There was no map on file so one has been ordered. The Village does not have topographic maps of Village Parks. A topographic map is necessary when considering construction projects or evaluating flooding issues.

To aid in the planning and maintenance of Village parks, staff is developing a park inventory. The document will include the park amenities, the date equipment/feature was installed or replaced, and an estimated replacement date and cost. The initial document should be complete by the end of the year.

Staff continues to explore ideas to construct a playground area north of Ogden Avenue. To date staff has not been in contact with the DuPage County Forest Preserve district to discuss consideration to evaluate the property adjacent to Graue Mill. Due to staff changes at the County, staff plans to contact them after the first of the year.

Ice Rinks

Staff has received two requests for resident constructed ice rinks to be installed on Village property; the annual request for the resident rink at Melin Park along with a first time request for rink to be constructed at 4th Street and Park Avenue. In effort to expedite the approval staff took the request directly to the Administration and Community Affairs Committee; both items were forwarded to the Village Board for consideration on November 18th. The Melin Park ice rink was approved; however the rink at 4th Street and Park Avenue was not. The Board had several concerns regarding the 4th Street rink; safety, as the rink is located in close proximity of the street, unrestricted hours because the location is not under the ordinance of park hours and the effect on the neighbors in the surrounding area.

This year the Village will construct rinks at Burns Field and Burlington Park; this year a rink system was purchased from Nice Rink which includes plastic boards that will surround the rink. Weather permitting, two rinks will be constructed at Burns Field allowing one for hockey play. One rink will be constructed with the Nice Rink system and the other will utilize a liner that was purchased in 2010. For safety purposes, hockey will not be permitted at the Burlington Park rink. Warming house hours for Burns Field will be posted on the Village's web site and Facebook page. If the cold weather continues, Staff anticipates having the rinks constructed for mid-December.

Adopt-a-Park Program

The Parks and Recreation Commission are considering developing an Adopt-a-Park program. The program would engage civic organizations, businesses and families to adopt a park parcel and participate in monthly or quarterly site cleanings. Included in the packet is an updated program packet that includes a Park Damage Report. As part of the redesign of the Village's website, items included in the program packet will be available online allowing organizations to easily report program data.

Staff is currently planning a Park Clean Up day for April of 2015. The hope is that event will be the kick-off of the Adopt-a-Park program.

Peirce Park Playground

Design Perspectives Inc. was retained to design and supervise the construction of the Peirce Park playground project. The construction of the playground project was awarded to The Kenneth Company on September 11th in the amount of \$141,006. Prior to the Kenneth Company starting, Public Service crews disconnected the water and utilities to the existing park shelter. Village staff salvaged the bathroom fixtures and drinking fountain from the shelter. The fountain may be able to be mounted to the exterior of the Pitchen Kitchen.

The Kenneth Company demolished the playground equipment and shelter the week of October 20th. During the site excavation, the irrigation system for the west ball field was damaged; a map of the system was not on file to mark the location. The irrigation system runs from the Pitchen Kitchen to the West baseball field. This length of this system is an unusually long run; staff is evaluating cost of the repairs versus connecting the irrigation system to a water main that is closer to the baseball field.

The web climber at the east end of the playground area will remain on site and the existing rocker toy will be placed near the new playground. The concrete barrier and sidewalks around the web climber and main playground have been framed and some areas have concrete. The playground equipment and mulch was installed the week of November 6th. The cold weather has delayed the completion of the concrete barrier around the main playground; crews hope that the weather will warm up so the final phase can be poured this month. The construction fence around the web climber will be pulled back, however the fence around the playground will remain in place until the concrete has been poured.

Arts Center

The former Arts Center building remains vacant. The furnace was damaged when the basement flooded. Public Service staff has coordinated the necessary repairs and the building will be checked weekly over the winter to ensure that utilities are operating.

Staff continues to work with a local organization to see if the building is adequate for their needs. If after the first of the year there is no movement with the organization, staff will work with a property management firm to find a tenant for the space.

Katherine Legge Memorial Lodge

October revenue is \$23,985 which is \$9,146 over the prior year. Revenue for the year is trending to be in line with the prior year. Holiday parties continue to be booked for December. There were fourteen events held at the Lodge, two events were hosted by Hinsdale clients that accounts for \$2,050 of the revenue, the remaining revenue of \$21,935 was from non-resident clients.

Last spring KLM hosted a Hinsdale Chamber of Commerce after hour event. For the event the Village

partnered with Taste of Home catering who provided the food at no cost. The event was well attended and was a good opportunity to showcase the facility. The Lodge staff will be hosting the Chamber's holiday party on December 11th. Taste of Home will once again be partnering with the Village for this event.

The new rental rates were approved by the Village Board on October 21st; the rates are effective December 1, 2014.

EXPENSES	October		YTD		Change Over the Prior year	2014-15 Annual Budget	FY 14-15 % of budget	2013-14 Annual Budget	FY 13-14 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
	\$9,932	\$6,431	\$57,652	\$75,358	\$17,706	\$174,511	43%	\$116,813	49%
REVENUES	October		YTD		Change Over the Prior year	2014-15 Annual Budget	FY 14-15 % of budget	2013-14 Annual Budget	FY 13-14 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
KLM Lodge Rental	\$14,824	\$23,985	\$108,803	\$117,949	\$9,146	\$160,000	74%	\$145,000	75%
Caterer's Licenses	\$300	\$0	\$16,800	\$12,000	(\$4,800)	\$16,800	71%	\$15,000	112%
Net	\$15,124	\$23,985	\$125,603	\$129,949	\$4,346	\$176,800	74%	\$160,000	79%

Below is a summary that includes the scheduled events and projected revenue for the Lodge.

2014-15 KLM Bookings as of 10/27/14

FY 2014-15	Business Mtg	Memorial Service	Rec Program	School Dist	Social Event	Village Mtg	Village Spec Event	Wedding	Total	2014-15 Projected Revenue	Actual 14-15	2013-14	Change over prior
May	1	1	20		3	1		7	33	\$13,045	13,745	16,796	(3,051)
June	1		19		1	1		7	29	\$20,250	17,450	26,818	(9,368)
July	2	1	14		6			5	28	\$16,425	12,909	18,650	(5,741)
August			11		4			7	22	\$21,075	25,350	19,579	5,771
September			11	1	1			8	21	\$23,200	24,510	12,137	12,373
October	1		22		2			9	34	\$22,900	23,985	14,825	9,160
November			16		7		1	2	26	\$10,999		8,580	
December	1		11		4		1	3	20	\$13,400		13,366	
2015 January			18					1	19	\$2,200		8,450	
February	1		20						21	\$775		7,575	
March	1		20					1	22	\$2,425		4,245	
April			21		1			3	25	\$6,970		3,375	
Total	6	2	203	1	28	2	2	48	213	\$141,294	117,949	154,396	9,144

Community Pool

Staff is preparing the annual pool report which includes a detailed financial summary, a review of programs and facility operations and the results of the customer survey. Staff continues to evaluate the expenditures; once completed, staff will bring the report before the Commission for discussion.

Maintenance

For the winter, the water in the pools is drained back below the lights; practice has been to leave several feet of water in the pools to keep the pool from shifting. Valves used to drain the pool are located in a sump pit outside of the pump house; there are five valves in the pit. When Public Service staff opened the valves, four of the valves broke draining the lap pool completely. The valves are used infrequently; when valves are not exercised regularly they can seize up and break. During the summer the valves are accessible, but during the winter the valves are often under snow and ice, limiting staff's

access. Staff is recommending the option to install electronically controlled valves that would allow them to be exercised all year. The cost for valves to be replaced with the style currently being used is \$2,000 per valve for a total repair of \$8,000. Public Service is meeting with vendors on pricing for electric valves and hopes to have a resolution by mid-December.

Platform Tennis

League play began the first week of October and will continue through March. Membership revenue collected to date is \$38,768 which is an increase of \$2,775 over the same period of the prior year. The increase is attributed to the timing of membership payments. Revenue will continue to post through January.

Last year staff reported on the Hinsdale Platform Tennis Association (HPTA) League participation statistics. HPTA is finalizing rosters; once complete the numbers will be provided.

Membership as of 10-27-2014	Fees	2012		2013		2014				
		Total Members	Revenue YTD	Total Members	Revenue YTD	New Members	Renewal Members	Total Members	Revenue YTD	Change over Prior Yr.
Resident Individual	\$120	73	\$8,520	86	\$9,720	11	53	64	\$7,680	-\$1,868
Resident Family	\$175	37	\$6,630	36	\$6,038	5	20	25	\$4,375	\$40
Resident Family Secondary	\$0	91	\$0	83	\$0	14	53	67	\$0	-\$172
Non-Resident Individual	\$289	61	\$17,051	90	\$24,276	20	59	79	\$22,573	-\$1,703
Non-Resident Family	\$345	13	\$4,830	13	\$3,968	3	9	12	\$4,140	\$172
Non-Resident Secondary	\$0	35	\$0	35	\$0	15	24	39	\$0	\$0
Sustaining Lifetime	\$0	335	\$0	298	\$0	0	301	301	\$0	\$0
New Lifetime Members	\$1,500	3	\$4,380	0	\$0	0	0	0	\$0	\$0
Total Membership Revenue		645	\$37,031	641	\$44,002	68	519	587	\$38,768	-\$5,234

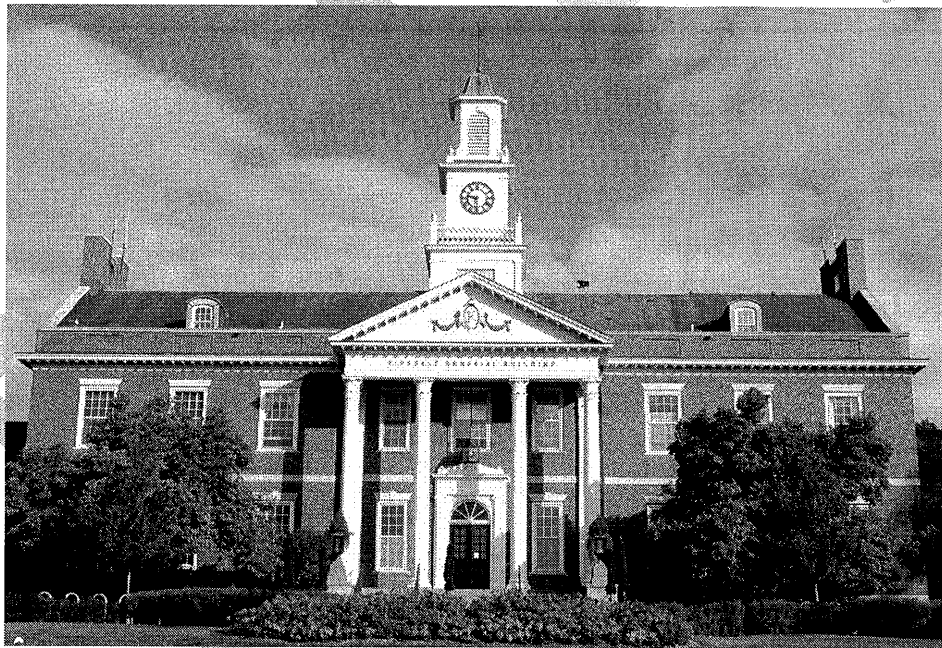
There have been ongoing issues at the Katherine Legge Memorial (KLM) Platform tennis courts. There are two main issues that contribute to the problems at the courts; the placement of the electric lines for the court heaters and the capacity of the heaters.

The electrical connections for the court heaters were installed at grade resulting in the connections getting wet. The moisture in the lines cause the breakers to blow resulting in the heaters not working; with no heaters the courts are then unplayable until staff can reset the system. Last year, staff was called to attend to the heaters multiple times per week. When the issues occurred on the weekends, the courts were down until staff returned on Monday to make the repairs; crews were not called in on overtime. To mitigate the electric issue, Village staff has replaced the electric at three of the four original courts. The supply lines have been elevated below the court deck which will keep them dry.

To mitigate the heater issues, staff reviewed options to increase the level of heat below the courts. A new style heater is being used in the platform industry and has been purchased to use at three of the courts. The cost of 12 new heaters was \$7,319. There are three remaining courts at KLM will continue to utilize the existing heaters; there is not adequate clearance of 3' below the court deck which would allow for the larger size heater.

Staff anticipated that the heaters would be installed by a third party budgeting \$5,000 for the installation. The lowest price to install the heaters was \$8,340; which is \$3,340 over budget. When gathering quotes from contractors to install the gas heaters several concerns were raised; the existing gas supply lines are undersized for the existing heaters and the heater connection are not installed to code; staff was not aware of these issues. The increase above the budget estimate is a result of the 372' of pipe that needs to be replaced so that the proper BTU's are supplied to the heaters; staff had budgeted for the project to utilize the existing pipe. The increase in cost also includes new connections that are to code. Public Service staff have placed the new heaters under the courts and the contractor has scheduled the work to begin November 21st. Staff is working with the contractor to ensure that the courts will not be unheated during the installation.

Village of Hinsdale Adopt-a-Park Program



Village of Hinsdale Parks and Recreation Department
Adopt-a-Park Program

What is the Adopt-a-Park Program?

The Village of Hinsdale's Adopt-a-Park Program is designed to encourage the community to work hands-on to help keep Hinsdale's parks clean, safe and attractive through debris pick-up and landscape suggestion. The program offers the opportunity for people to get more involved in their community in a way that promotes civic pride, appreciation and awareness.

What are the program benefits?

- It is a great way for your group to spend quality time together and feel good about what you are doing.
- Your organization's name will be acknowledged on a sign in the designated park or area of the park.
- You will benefit from the satisfaction of knowing that you are improving your favorite community park.
- It will not only better the parks of Hinsdale, in doing so will better the entire Village.
- It will give groups a chance to have a hands-on role in keeping their park clean and beautiful.

What is the Adopt-a-Park time commitment?

Each year, the adoption commitment begins in April and concludes in December. Each group is required to set up monthly work dates at the beginning of their adoption through the end of the year. It is each Adopted Park's contact person's responsibility to organize monthly clean-ups and keep track of the group's total volunteer hours. If your group chooses to work year-round with your adopted park, please advise the Director of Parks & Recreation at (630)789-7097 so the appropriate arrangements can be made.

Who can participate?

Anyone!!! The program aims to unite and support all people interested in parks:

- Individuals and families
- Neighborhood and community/civic associations
- Youth groups and school.
- Scouts
- Church groups
- Businesses
- Hiking/biking and nature enthusiasts

What does adopting a park entail?

When a group adopts a park from the Village of Hinsdale, the organization's members pick up litter, report vandalism, make recommendations to improve the park's equipment/tree planting/general maintenance and keep an eye on the park. **We ask that you do not edge, cut, prune, or pull any landscaping or trees before speaking with a staff member.** We ask the Adopted Park's contact person to inform and enforce the Adopt-a-Park policies and procedures within their groups. The main contact for the Adopt-a-Park Program will be the Director of Parks & Recreation, (630) 789-7097.

How does one go through the adoption process?

The application and information packet for the Adopt-a-Park Program is available for download on the Village of Hinsdale's web site, www.villageofhinsdale.org/pr, pending availability you can pick one up at the Memorial Hall located at 19 E. Chicago Ave. After application review, a park will be assigned to your group. Your group will be contacted to set up a time to receive training. Once your organization completes its first cleanup session, a sign will be posted at the park signifying that the designated park has been adopted and will include your organization's name.

What is required of volunteers?

Volunteers are required to maintain their adopted park for at least one year. We encourage volunteers to work at their park at least once a month, and at a minimum of four times per year. Volunteers make up their own schedules.

- Volunteers are required to read, understand and abide by the Program Safety Guidelines.
- Volunteers must abide by all park rules and Village ordinances.

Village of Hinsdale Parks and Recreation Department
Adopt-a-Park Program

- Volunteers must notify Adopt-a-Park to change specific volunteer duties.
- Volunteers must return all supplies upon resignation.
- Volunteers must keep track of the number of hours spent volunteering on a monthly basis and report total hours to the Village with the log.
- Volunteers must notify the Parks & Recreation Department of clean up days so that staff can schedule to pick up gathered debris.

What does the Village supply to volunteers?

Volunteer groups are asked to provide their own safety clothing, tools and equipment. If needed, the Village can provide tools and supplies to assist you in your duties. The following tools and supplies are available to volunteers:

- Bags and latex gloves
- Litter stick ("garbage picker-upper")

Adopters receive:

- An official Certificate of Adoption.
- After the first cleanup, a sign with the adoptee name posted at the adoption site. The sign will remain at the site as long as the group/individual is an active volunteer.

What are the Adopt-a-Park guidelines?

1. The parks will be assigned to groups on a first-come, first-serve basis to be determined by the Director.
2. Each group will receive several waiver forms that must be completed on every occasion they are in the parks in order to keep track of volunteers and their hours worked.
3. All waiver forms must be returned to the Director of Parks and Recreation at Memorial Hall at 19 E. Chicago Ave, Hinsdale, IL 60521.
4. Work is to be completed during park hours only (dawn to dusk.)
5. All participants should be over the age of 18 or accompanied by an adult supervisor (i.e., scout and youth groups accompanied by adult sponsors.)
6. Groups are to commit to work a minimum of 4 times per year, monthly clean-ups are suggested. Organizations are encouraged to participate in the Park Clean Up day in April.
7. If the group has collected a large amount of trash from a park or needs assistance of any kind, they may contact the Park Maintenance Supervisor.
8. Please do not pull any weeds or flowers without prior approval.
9. Appropriate clothing for weather and work gloves should be worn at all times.
10. Please report any broken or damaged equipment.
11. All participants are to follow all park policies set by the Village of Hinsdale. Failure to do so will result in removal from the program.
12. Have FUN in the park!!!!

The Director can be reached at (630) 789-7097 or emailed at ghassett@villageofhinsdale.org

Village of Hinsdale Parks and Recreation Department
Adopt-a-Park Program

Adopt-a-Park Application

ORGANIZATION (as it is to appear on your sign) _____

GROUP CONTACT PERSON (at least 18 yrs. old) _____

TITLE OR POSITION _____

PHONE NUMBER (day) _____ (evening) _____

MAILING ADDRESS _____

EMAIL ADDRESS _____

ESTIMATED NUMBER OF PARTICIPANTS _____ TENTATIVE STARTING DATE _____

PREFERRED ADOPTION SITE – Please indicate first and second choice

	Park	Address/Location
	Burns Field	320 N. Vine
	Brush Hill	Park & Elm Street
	Burlington Park	30 E. Chicago Ave
	Dietz Park	7th & Adams St
	Ehret Park	122 N. Monroe
	Elenor Park	Chicago Ave & Clay ST
	Highland Park	Chicago Ave & County Line
	Hinsdale Community Pool	500 W. Hinsdale Ave
	Irma Butler Tot Lot	416 8th St
	Katherine Legge Memorial Park	5901 County Line Road
	Veeck Park	701 E. Chicago Ave (47th St)
	Melin Park	900 block of S. Quincy
	Memorial Building & Grounds	19 E. Chicago Ave
	Peirce Park	700 E. Walnut
	Robbins Park	7th & Vine St
	Brook Park	3rd & Columbia
	Stough Park	Stough St & Town Pl
	Washington Circle	23 Washington Circle
	Woodland Park	Harding Rd & Woodland Ave

STATEMENT OF AGREEMENT

As a representative of this organization, I have read and agree to abide by the policies, regulations and safety recommendations as put forth by the Village of Hinsdale in regard to the Adopt-a-Park Program. I understand that this is an application for the Adopt-a-Park Program and that the Director will contact me to finalize an agreement. In addition, I understand that the Director will make the final determination as to whether a group can participate and the final park assignment. I understand the Director will also have the authority to remove groups from the program if they do not uphold the guidelines of the Adopt-a-Park Program. It is my responsibility to have all participants of my organization involved in the Adopt-a-Park Program sign the Village of Hinsdale's volunteer waiver form. Finally, I understand all rules of the Adopt-a-Park Program/park policies of the Village of Hinsdale, and that failure to uphold these guidelines will jeopardize my group's involvement in the Adopt-a-Park Program.

SIGNATURE _____ DATE _____

Adopt-a-Park Program Safety Guidelines

Each participant in the Adopt-a-Park/Adopt-A-Street program must review these Safety Guidelines before performing services at the adopted site and abide by them while performing services on the adopted site.

1. Work only during daylight hours and in appropriate weather.
2. Wear protective clothing including work gloves, sturdy shoes and long sleeved shirts and pants to prevent injury from sharp objects, insect stings, sunburn and poison ivy. Light colored clothing is most visible.
3. Don't overexert yourself. Take breaks and drink plenty of water on warm days.
4. Be aware of your surroundings to ensure your safety and the safety of others. Be especially careful if you are using tools.
5. Do not wear headsets or engage in horseplay or other conduct which would divert your attention from your work or impair your ability to perceive hazards from traffic or other dangerous situations.
6. Provide adequate supervision for participants under the age of 18.
7. Avoid areas where hazardous conditions exist such as: roads, parking lots, bridges, construction sites and areas where mowing, tree trimming or pest control is in progress. Report hazardous situations immediately to the Maintenance Contact Person.
8. If you are picking up litter, use caution in handling collected items. Do not crush collected items; broken or jagged objects could cause injury. Do not try to pick up heavy, large or hazardous materials. Notify the Parks and Recreation Department for pickup of these materials, contact information is listed on the Time Log and Park Damage Report.

Village of Hinsdale Parks and Recreation Department
Adopt-a-Park Program

Adopt-a-Park Participant Waiver

This waiver must be signed by each person participating in the Village of Hinsdale Adopt-a-Park program. If the participant is under age 18, this waiver must be signed by the participant's parent or guardian.

Participant's name

Participant's home address (street, city, state, zip code)

Name of park where participant will perform services

Group name

I intend to participate in the Village of Hinsdale Adopt-a-Park program either individually or with an assigned group. I agree that my participation is completely voluntary and that I am not entitled to payment any services rendered.

I understand that participation involves actual maintenance of public park and the possible risks involved with the nature of the work. I have read and I agree to comply with the Safety Guidelines accompanying this waiver.

I agree that the Village of Hinsdale shall not be liable for any claims, injuries, damages or causes of action incurred by me as a result of my participation in the Village of Hinsdale's Adopt-a-Park program. I also agree to waive and hold harmless the Village of Hinsdale, its officials, employees, and agents, from and against, any and all claims, injuries, damages, and all causes of action of any nature incurred by me arising out of my participation in the Village of Hinsdale Adopt-a-Park program. This includes any injuries or other claims that may result from the condition of the Village of Hinsdale property where services are rendered.

Signature of Participant or
Minor Participant's Parent or Guardian

Date

Adopt-a-Park Volunteer Time Log

Coordinator Email: _____

[illegible]

Village of Hinsdale Parks and Recreation Department
Adopt-a-Park Program

Park Damage Report

Use this form to report any damage to parks located within the Village of Hinsdale.

Fax: 630-789-7016

Email: ghassett@villageofhinsdale.org

Please complete all information including your name, phone number and e-mail address so that someone from our staff can contact you if necessary. This information will be forwarded to the appropriate department as it is received.

Name of Park: _____

Date: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Check Damaged Items:	<input type="checkbox"/> Curbs/Sidewalks <input type="checkbox"/> Fencing <input type="checkbox"/> Potholes <input type="checkbox"/> Litter <input type="checkbox"/> Lights <input type="checkbox"/> Field Damage <input type="checkbox"/> Playground <input type="checkbox"/> Other
Brief Description of Damage:	
DAMAGE/WEAR (Please describe and list item)	
Vandalized:	
Bent:	
Loose:	
Broken:	
Rotten:	
Cracked:	
Other:	
Rust/Corrosion:	
Cracks/Sharp Edges	
Other Observations Comments	

Sq

Date: November 21, 2014
To: Parks & Recreation Commissioners
From: Gina Hassett, Director of Parks & Recreation
RE: 2015 Meeting Dates

Below are the proposed meeting dates for the Parks and Recreation Commission for 2015.
Meetings will be on the second Tuesday of the month at 7:00 pm.

	<u>Park & Recreation Commission</u>											
2 nd Tuesday	Jan.	13	Feb.	10	Mar.	10	Apr.	14	May	12	June	9
7:00 P.M.	July	14	Aug.	11	Sept.	8	Oct.	13	Nov.	10	Dec.	8

6
Gina Hassett

From: Linda Copp
Sent: Wednesday, November 19, 2014 4:08 PM
To: Gina Hassett
Subject: FW: Katherine Legge dog park hours

From: T Andrew Janes [REDACTED]
Sent: Wednesday, November 19, 2014 3:54 PM
To: Linda Copp
Subject: re: Katherine Legge dog park hours

Can consideration be given to adjusting the evening hours in accordance to the change in season / nightfall? During the summer while a start time of 7 may provide an hour before nightfall, by October the daylight hours are gone, and as we now have all seen, sunset in November (tonight in fact) is 4:26 pm according to <http://www.timeanddate.com/astronomy/usa/chicago>

Katherine Legge is a great place to take one's dog, but I wouldn't suggest any park be visited in darkness (or I need a much bigger dog...). Please give consideration to a) moving the evening hours change up to October vs November, and b) have the pm start time begin approx 1 hour before sunset.

Thanks,
Andy Janes