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Village of Hinsdale  
Park and Recreation Commission  
Minutes of Meeting  
December 15, 2008

Chairman Medick called the meeting of the Park and Recreation Commission to Order at 7:30 p.m. at Memorial Hall.

**Members Present:** Keith Medick, Chairman, Commissioners, Jeff Curran, Jeff Finlay, Diane Griffin and Sandy Usher

**Members Absent:** Commissioners Deppe, Lubenow and Quast

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

**Also Present:** Newly appointed Commissioner Bill Otto

Commissioner Medick made a motion to approve November 17 minutes. Commissioner Curran seconded and the motion passed unanimously. Chairman Medick welcomed new Commissioner Bill Otto to the Commission. Chairman Medick also commented that Commissioner Quast has resigned her position due to personal family issues.

**Expense and revenue report**

The November expense and revenue report was reviewed. Chairman Medick asked about the refund for lawn services. Ms. Hassett explained that it would be a credit of services to the Village and not a refund. Commissioner Curran asked what budget year this credit was in. Ms. Hassett stated that most would be in FY 08/09. She explained that the paperwork would now be managed by Public Services and that the credit would probably be used in the spring for extra services.

Commissioner Usher commented that the Village should be able to get the cash back since we were over billed. Ms. Hassett will check to see if we can receive the cash instead of a credit on the account. Commissioner Usher asked Ms. Hassett to add a summary page to the report to show the capital expenditures.

**Activity Report**

Ms. Hassett explained the activity report. The Polar Express was held on December 7 and went well. She stated that a new event, Dinner With Santa would be held on December 17 at KLM. 44 people are registered for the event.

**Staff Report**

Chairman Medick explained that the text amendment was separated into components at the Plan Commission. The Plan Commission did vote to recommend the Amendment to ZPS. The component to treat lights, as special use did not pass. A motion was made at Plan Commission to delete that language. This will not allow for future projects such as Peirce. The Text Amendment will now go to ZPS and the Board in January.

Commissioner Curran asked if Veeck Park would be out for all of 2009. Ms. Hassett explained that it would be and that she is looking at alternate locations, possibly Duncan Field. She would like to be able to have some spots at Hinsdale Central High School, but so far the athletic coach has not been receptive to that idea.

Commissioner Curran asked how much of the Veeck sports groups can Brook pick up. Ms. Hassett stated she would need to know how much it would cost to do that. Chairman Medick explained that it is the older kids like the Red Dogs that use Veeck Park. Ms. Hassett explained that a path would be put in across the outfield that will be used to access the water treatment facility construction. Commissioner Finlay encouraged Ms. Hassett to talk to School District 181 regarding field space for 2009. Ms. Hassett stated that because Veeck is a lighted field, there would be an issue for night games. There probably will not be men's softball, since they play in the evening. There also will not be travel teams this year. Ryan Miller checked into renting temporary lights and they would be too expensive.

Chairman Medick stated that Duncan Field could be an option for men's softball on Sunday afternoons. Commissioner Otto asked about using Oak Brook or Burr Ridge fields. Ms. Hassett stated that she has contacted them and they were not favorable. Chairman Medick stated that if there were funds for Duncan upgrades, they would be used for multiple seasons. He also stated that travel teams would have to have more away games since Veeck would not be available. Ms. Hassett commented that a long time lease for Duncan Field is still under discussion. The cost would be \$10,000 per year for forty years.

Ms. Hassett stated that the timeline for Veeck is for construction to start after Christmas and be finished by the end of May. Commissioner Curran asked to be kept informed monthly of the progress. Ms. Hassett stated that the park must be completed to our expectations before it will be useable.

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Commissioner Otto stated that there is a small piece of parkland in the Woodlands that could be used for practice. Ms. Hassett will ask Chief Bloom to do a traffic study to see if the park could be used for the 2009 season. She stated that there is a resident that is concerned about that park usage. The neighbors could be invited and notified of the possible use of the park. Commissioner Otto stated that the trees there are used for deflection and are strategically planted. AYSO could pay the funds needed to update the park for use in 2009.

Commissioner Finlay commented on the budget concerns. Ms. Hassett stated that Ryan Miller would oversee field usage and camps. She will hire a seasoned pool manager that will work various hours. She will be seeking out qualified candidates soon.

Ms. Hassett commented that the Park and Recreation Department should remain as it is with three staff members, but we may need to provide less services. Some of the services cut may be no End of Summer Bash and reduced pool hours. She will give a report to Village Manager Dave Cook on how these cuts would affect the budget. Chairman Medick commented that those numbers should come before the Commissioners before going to the Board. Ms. Hassett will communicate with the Commission members via email since the Village Manager needs this information quickly.

Chairman Medick asked if all improvements for FY 09/10 and FY 08/09 would be deferred. Ms. Hassett commented that all expenditures would be reassessed in February. Some work is being done at KLM and she is getting quotes on plastering. Commissioner Curran asked the status of pool information for the summer brochure. Ms. Hassett explained that the pool fees and hours are in the winter/spring brochure and that if the hours change, the department would notify any pool members of the change.

Commissioner Usher asked about looking at the programs with low attendance. Ms. Hassett stated that we do add 25 – 30% on to our fees to be sure that the programs are affordable but our true cost is covered. The field fees were new last year, so they are okay. Commissioner Finlay commented that he thought some field fees were to be increased in the second year. Ms. Hassett will check old minutes to see if that is true.

### **Sports Summit**

The Sports Summit will be January 28 at KLM. It will be advertised as a public meeting.

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### **KLM Summit**

The KLM Summit will be held January 13 after the regular Park and Recreation meeting at KLM. It will also be advertised as a public meeting.

### **Peirce Park pavilion**

Chairman Medick asked for an update on the repair of the Peirce Park pavilion. Ms. Hassett stated that it will be March or April for the repairs to be done, depending on the weather. The insurance company will cover the cost.

### **July 4<sup>th</sup> Parade**

Chairman Medick asked about the status of the July 4<sup>th</sup> parade. Ms. Hassett stated that there would need to be a new route this year due to construction on Garfield and the feeder streets. The route will need to be finalized in January. She has talked to Alice Mansell and Patty Dolan for their feedback. The previous craft vendor has contacted Ms. Hassett regarding doing the Arts and Crafts Fair again. A contract has been received from the company who ran the Fair last year, but has not been returned yet.

Commissioner Curran asked which craft group was more profitable. Ms. Hassett will look at the financials. She stated that with the parade route changing, the Fair might need to move to Burlington Park.

### **Capital Projects**

Chairman Medick asked Ms. Hassett to put the actuals in the report to know when and if the improvement was done. Chairman Medick also stated that these items need to be prioritized. Ms. Hassett commented that the overall Village budget for capital projects in FY 09/10 is \$400,000. Approximately \$146,000 of that would be for Parks and Recreation improvements. Commissioner Usher stated that we will not be able to rent KLM if improvements are made and that pool memberships will also be affected. Commissioner Finlay agreed that revenue would be down if improvements are not done.

Chairman Medick commented that items such as pool lockers and floor continue to be maintenance items, not capital outlay. Commission Finlay asked if funds are being withheld for maintenance items. Ms. Hassett stated that maintenance items like mulch are not even in the budget and that cost is \$7,000. She gave her list of items in need of maintenance and the approximate cost.

- Burns basketball court    \$10,000
- KLM roof

(PLEASE PROVIDE ME THE LIST)

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Commissioner Usher commented that the Village assets of KLM and the pool would be useless if they are not maintained and that these assets need to be protected. Chairman Medick stated that if the basketball court at Burns is not going to be repaired, and then it needs to be roped off so that it can't be used. It has become a safety issue to use it. The Commission is not comfortable with FY 08/09 items being deferred until FY 09/10. Items that can be eliminated are the detection system and the Burns Field warming house. Chairman Medick asked Ms. Hassett to get prices for tuck pointing and the copper roof at KLM. The Commission needs prices for those items to get a better feel for them being deferred.

Ms. Hassett stated that the kitchen upgrade could be deferred and the cabinets could be painted in-house. The plaster will be fixed in January. Chairman Medick stated that these issues would be addressed in January at the Summit.

Commissioner Finlay asked if there are any concerns with the fields that need maintenance. Commissioner Finlay also stated that the Burns Field warming house renovations should go before the Preservation Commission. A professional evaluation should be done of the building to take a comprehensive look at the structure. Commissioner Usher commented that the Commissioners would like to see what are the recurring items that are being deferred.

Chairman Medick asked Ms. Hassett to put together a list of the last time major improvements were done to all of our facilities. After having this information, a comprehensive job can be done for field rotation.

Commissioner Usher asked Ms. Hassett for a schedule that would show regular maintenance items and the amount of years it should be done. Commissioner Curran asked Ms. Hassett to come back with grant opportunities so that the Commissioner can tell the Trustees that they have explored all options.

Commissioner Otto commented on the Hoops for Life event. He commented that this could be a great fundraiser for Parks and Recreation. The organizers of the event have stopped sponsoring it. He stated that perhaps the proceeds could be split between the organization and the Village.

Chairman Medick commented that the Trustees may be uninformed regarding the issues and that the Commissioners need to be creative with fund-raising. He asked if Ms Hassett could look into getting corporate sponsors for the park issues.

Commissioner Griffin asked if we knew when Lyons Township would make their decision regarding the money to be distributed. Ms. Hassett explained that November of 2009 would be the latest they would make their decision.

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Chairman Medick asked the Commission if there was a consensus on the projects that needed to be done this fiscal year. The Commission agreed that the warming house at Burns could be deferred, the lightning prediction could be eliminated and that we need the status of the usefulness of the KLM roof. Commission Finlay asked what is not budgeted. Ms. Hassett commented that the floor and lighting at KLM are not budgeted items. Chairman Medick once again stated how the locker rooms at the pool need attention and cannot be deferred another year.

Commissioner Usher requested Ms. Hassett to find out how many times items have been deferred. Commissioner Finlay stated that the history of client complaints could be used as a tool for maintenance.

Chairman Medick commented that the items to be completed for this fiscal year are:

- Hire a consultant for the Burns Field Warming House
- Take pictures of Burns basketball court
- Get prices for roof at KLM
- Have a snapshot by April of when playgrounds need to be redone so the new Commissioners and new Board will have that information

### **Correspondence**

Ms. Hassett reported that there was no correspondence.

### **Liaison Reports**

Ms. Hassett reported that ACA is reviewing budget options. The options for the Village are reducing staff and services and reducing pool hours. A first draft of the budget will be ready by the first of the year. Chairman Medick suggested a Commissioner attend the ACA meeting to give the Commission and residents opinions. Ms. Hassett passed out a calendar for Commissioner's to pick a date to attend an ACA meeting.

There was no Gateway report.

Commissioner Curran asked when the pool concession stand would be going to bid. Ms. Hassett replied that the bid contract expires this year. A new bid will be going out soon. She will be looking for improved quality food and reasonable prices.

Commissioner Usher commented that the park evaluation reports showed parks that were being underutilized. Commissioner Griffin suggested putting the park evaluation forms on the next agenda. She also asked about the budget the End of Summer Bash. Ms. Hassett commented that the 2008 concert was \$20,000 over budget and that would probably be cut from the budget due to budget constraints.

Commissioner Usher asked about the status of the ice rink. The weather is going to stay cold and ice should be made so it is ready for the winter break. Ms. Hassett stated that we do hope to have ice, but Public Services has not been available due to snow plowing. She will talk to Public Services and Village Manager Dave Cook.

Commissioner Curran congratulated the Hinsdale Central football team for their accomplishments this year.

**Adjournment**

Since there was no further business to come before the Commission, Commissioner Curran moved to adjourn. Commissioner Otto seconded and the motion passed unanimously. The meeting of the Recreation Committee meeting was declared adjourned at 9:15 PM.

Respectfully submitted

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Linda Copp  
Secretary

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

December 2008

FY 08/09 (May 1 - April 30)

**PRELIMINARY NUMBERS ONLY**

<b>DEPT. 3101</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>ADMIN. AND SUPPORT</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>ACTUAL</b>
				through Nov 07
Personal Services	196,944	111,372	57%	134,741
Professional Services	0	1,299	0%	3,602
Contractual Services	0	0	0%	1,561
Other Services	6,600	4,967	0%	7,594
Materials & Supplies	5,500	2,566	0%	4,222
Repairs & Maintenance	550	551	100%	629
Other Expenses	5,000	1,391	28%	2,838
Risk Management	41,159	45,190	110%	37,979
<b>Total-Operating Expenses</b>	<b>255,753</b>	<b>167,336</b>	<b>65%</b>	<b>193,166</b>
Capital Outlay	0	0	-	0
<b>Total Expenses</b>	<b>255,753</b>	<b>167,336</b>	<b>65%</b>	<b>193,166</b>

<b>DEPT. 3301</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>PARKS MAINTENANCE</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>ACTUAL</b>
<b>Revenues</b>				
Field Fees	20,000	10,313	52%	17,688
<b>Total Revenues</b>	<b>20,000</b>	<b>10,313</b>		<b>17,688</b>

<b>Expenses</b>				
Personal Services	344,587	225,798	66%	224,005
Contractual Services	195,500	142,319	73%	183,845
Other Services	5,250	1,893	36%	3,394
Materials & Supplies	46,700	29,361	63%	24,810
Repairs & Maintenance	43,500	30,333	70%	36,207
Other Expenses	750	154	21%	195
<b>Total-Operating Expenses</b>	<b>636,287</b>	<b>429,857</b>	<b>68%</b>	<b>472,455</b>
Capital Outlay	41,000	101,214	247%	201,741
<b>Total Expenses</b>	<b>677,287</b>	<b>531,071</b>	<b>78%</b>	<b>674,196</b>

<b>DEPT.3420</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>RECREATION SERVICES</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>ACTUAL</b>
<b>Revenues</b>				
Registration & Memberships	426,200	304,320	71%	359,008
Donations & Misc Income	7,000	30,923	442%	47,645
<b>Total Revenues</b>	<b>433,200</b>	<b>335,243</b>	<b>77%</b>	<b>406,653</b>

<b>Total Expenses</b>				
Personal Services	187,271	99,838	53%	103,906
Contractual Services	338,300	262,301	78%	296,010
Other Services	93,400	59,576	64%	79,261
Materials & Supplies	20,500	5,709	28%	17,024
Other Expenses	10,330	5,048	49%	4,616
Repairs & maintenance	8,000	5,804	73%	10,229

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

December 2008

FY 08/09 (May 1 - April 30)

PRELIMINARY NUMBERS ONLY

<b>Total Expenses</b>	<b>657,801</b>	<b>438,276</b>	<b>67%</b>	<b>511,046</b>
<b>DEPT.34-BY DEPARTMENT</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>RECREATION SERVICES</b>	<b>BUDGET</b>	<b>TO DATE</b>		<b>ACTUAL</b>
<b>3421 General Interest</b>				
<b>Revenues</b>	13,000	12,636	97%	8,147
<b>Expenses</b>				
Personal Services	1,938	2,584	133%	79,503
Contractual Services	2,000	8,386	419%	67,815
Other Services	0	1,742		47,777
Materials & Supplies	0	49		4,101
Reparis & Maintenance	0	0		
Other Expenses	0	526		4,471
<b>Total Expenses</b>	<b>3,938</b>	<b>13,287</b>	<b>337%</b>	<b>203,667</b>
<b>3422 Athletics</b>				
<b>Revenues</b>	186,000	145,887	78%	152,381
<b>Expenses</b>				
Personal Services	3,230	2,508	78%	1,256
Contractual Services	115,400	108,399	94%	110,408
Other Services	0	0	0%	240
Materials & Supplies	1,000	924	92%	652
Other Expenses	0	0		0
<b>Total Expenses</b>	<b>119,630</b>	<b>111,831</b>	<b>93%</b>	<b>112,557</b>
<b>3423 Cultural Arts</b>				
<b>Revenues</b>	10,200	4,864	48%	7,212
<b>Expenses</b>				
Personal Services	0	0	0%	0
Contractual Services	1,300	836	64%	656
Other Services	0	0	0%	0
Materials & Supplies	0	0	0%	0
Other Expenses	0	0	0%	0
<b>Total Expenses</b>	<b>1,300</b>	<b>836</b>	<b>64%</b>	<b>656</b>
<b>3424 Early Childhood</b>				
<b>Revenues</b>	84,000	46,241	55%	79,006
<b>Expenses</b>				
Personal Services	24,841	9,012	36%	23,146
Contractual Services	22,000	20,323	92%	18,671
Other Services	0	0	0%	0
Materials & Supplies	2,920	312	11%	1,152
Other Expenses	0	0	0%	0
<b>Total Expenses</b>	<b>49,761</b>	<b>29,647</b>	<b>60%</b>	<b>42,969</b>

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

December 2008

FY 08/09 (May 1 - April 30)

**PRELIMINARY NUMBERS ONLY**

<b>DEPT.3420-BY DEPARTMENT RECREATION SERVICES</b>	<b>FY 08-09 BUDGET</b>	<b>FY 08-09 TO DATE</b>	<b>FY 08-09 % of Budget</b>	<b>FY 07-08 ACTUAL</b>
<b>3425 Fitness</b>				
<b>Revenues</b>	30,000	16,533	55%	25,062
<b>Expenses</b>				
Personal Services	0	0	0%	0
Contractual Services	29,000	6,100	21%	22,717
Other Services	0	0	0%	0
Materials & Supplies	0	0	0%	0
Other Expenses	0	0	0%	0
<b>Total Expenses</b>	<b>29,000</b>	<b>6,100</b>	<b>21%</b>	<b>22,717</b>
<b>3426 Paddle Tennis</b>				
<b>Revenues</b>	36,000	40,196	112%	30,601
<b>Expenses</b>				
Personal Services	0	0	0%	0
Contractual Services	11,300	2,138	19%	6,309
Other Services	6,000	1,501	25%	4,176
Materials & Supplies	2,700	41	2%	2,500
Repairs and Maintenance	8,000	5,804	73%	10,229
Other Expenses	0	0	0%	0
<b>Total Expenses</b>	<b>28,000</b>	<b>9,483</b>	<b>34%</b>	<b>23,214</b>
<b>3427 Special Events</b>				
<b>Revenues</b>	67,000	37,965	57%	56,599
<b>Expenses</b>				
Personal Services	0	2,648		
Contractual Services	86,000	105,771	123%	69,435
Other Services	14,500	10,666	74%	27,067
Materials & Supplies	10,630	2,356	22%	8,619
Other Expenses	165	0	0%	145
<b>Total Expenses</b>	<b>111,295</b>	<b>121,441</b>	<b>109%</b>	<b>105,266</b>
<b>3428 General Recreation Administration</b>				
<b>Revenues</b>				
<b>Expenses</b>				
Personal Services	157,262	83,087	53%	
Contractual Services	71,300	10,349	15%	
Other Services	72,900	45,667	63%	
Materials & Supplies	3,250	2,026	62%	
Other Expenses	10,165	4,522	44%	
<b>Total Expenses</b>	<b>314,877</b>	<b>145,651</b>	<b>46%</b>	<b>0</b>
<b>Capital Outlay</b>				
<b>Total Expenses</b>	<b>41,000</b>	<b>101,214</b>	<b>247%</b>	

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**

December 2008

FY 08/09 (May 1 - April 30)

**PRELIMINARY NUMBERS ONLY**

<b>DEPT. 3724</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>KLM LODGE</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>ACTUAL</b>
<b>Revenues</b>				
KLM Lodge Revenue	135,000	132,410	98%	\$117,837
Caterer's Licenses	14,200	17,400	123%	\$14,600
<b>Total Revenues</b>	<b>149,200</b>	<b>149,810</b>	<b>100%</b>	<b>132,437</b>
<b>Expenses</b>				
Personal Services	63,807	34,175	54%	33,122
Contractual Services	28,500	17,135	60%	24,826
Other Services	46,500	21,534	46%	31,959
Materials & Supplies	9,400	4,894	52%	7,091
Repairs & Maintenance	19,500	1,975	10%	13,011
Other Expenses	1,000	386	39%	584
<b>Total-Operating Expenses</b>	<b>168,707</b>	<b>80,100</b>	<b>47%</b>	<b>110,594</b>
Capital Outlay	13,000	0	-	0
<b>Total Expenses</b>	<b>181,707</b>	<b>80,100</b>	<b>44%</b>	<b>110,594</b>
<b>DEPT. 3951</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 08-09</b>	<b>FY 07-08</b>
<b>SWIMMING POOL</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>% of Budget</b>	<b>ACTUAL</b>
<b>Revenues</b>				
Pool Resident Pass	205,000	194,074	95%	204,857
Non-Resident Pass	15,000	18,192 b		15,236
Pool Daily Fee	42,000	53,345	127%	41,991
Pool Lockers	200	1,191	595%	156
Pool Concession	5,500	5,857	106%	5,211
Pool Class-Reg -Resident	44,000	46,661	106%	40,793
Pool Class-Reg Non-Resident	1,500	2,325	155%	1,523
Private Lessons	7,500	8,185	109%	7,315
Misc. Revenue	5,000	3,190	64%	5,197
<b>Total Revenues</b>	<b>325,700</b>	<b>333,020</b>	<b>102%</b>	<b>322,279</b>
<b>Expenses</b>				
Personal Services	170,625	136,225	80%	144,617
Contractual Services	55,725	33,563	60%	51,009
Other Services	44,950	62,718	140%	33,104
Materials & Supplies	38,050	29,869	78%	40,338
Repairs & Maintenance	26,850	12,998	48%	39,447
Other Expenses	10,680	7,213	68%	4,846
Risk Management				462
<b>Total-Operating Expenses</b>	<b>346,880</b>	<b>282,587</b>	<b>81%</b>	<b>313,823</b>
Capital Outlay	92,000	23,668	26%	14,310
<b>Total Expenses</b>	<b>438,880</b>	<b>306,255</b>	<b>70%</b>	<b>328,132</b>

**PARK AND RECREATION REVENUE/EXPENSE SUMMARY**  
**December 2008**  
**FY 08/09 (May 1 - April 30)**  
**PRELIMINARY NUMBERS ONLY**

	<b>FY 08-09 BUDGET</b>	<b>FY 08-09 TO DATE</b>	<b>FY 08-09 % of Budget</b>	<b>FY 07-08 ACTUAL</b>
<b>Capital Expenses</b>	146,000	124,882	86%	14,310
<b>Operating Expenses</b>	2,078,428	1,398,156	67%	1,601,083
<b>Total Expenses</b>	2,224,428	1,523,038	68%	1,615,393
<b>Total Revenues</b>	921,100	828,385	90%	879,057

## MEMORANDUM

**TO:** Chairman Medick and Commissioners of the Parks & Recreation Commission

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

**DATE:** January 2, 2009

**SUBJECT:** December Parks & Recreation Commission Report

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The following is a summary of activities completed by the Parks and Recreation Department during the month of December 2008.

### Recreation Services

- Winter programs are getting underway this month. Staff is working on putting together a school flyer and cable slides to promote the one day workshops and special events. Next month will include a program participation report with 2008 vs. 2009 enrollment numbers
- Staff is continuing to evaluate summer programs and evaluate fees and times for the 2009 season. The summer brochure will go to the printer in mid February.
- Staff is drafting a letter to A&B Landscaping to establish a repayment date of the \$29,000 overpayment for landscape services.
- Mike Wiggins, of Hinsdale Central High School, ran the Soccer Academy Winter Camp programs over the holiday break. Enrollment was strong and his Sunday Soccer Academy program began January 4th.
- The Burns Warming House experienced damage during the month of December. The heat was turned off and the pipes froze. Repair to the damages are underway. It is our hope to have rest rooms for the skaters. There was damage to the pipes and the fixtures. The cost does not meet the deductible for insurance purposes.
- Ryan Miller has been communicating with the Adult Softball Leagues that Veeck Field will be off line for the 2009 season. Mr. Miller is trying to coordinate ways in which the league can be moved to a new location or have a delayed start in July when Little League is finished. The members of the league are upset the regular league will not be held this year.
- Staff is continuing to work on projects at KLM. Chairs will be reupholstered and quotes have been received for repair to the plaster. Once quotes are received staff will look to coordinate the repairs based on the facility schedule.
- The Rec Trac software used for registration and memberships will be upgraded the week of January 19th. The software will be off-line for few a days currently the upgrade is scheduled for January 21<sup>st</sup> and 22<sup>nd</sup>. We will be working with the IT staff on the upgrade. On site training will be conducted with staff at a minimal cost. The software will have many new upgrades that we are currently unable to utilize.

- Staff is continuing to work with Hinsdale Central to try to utilize baseball field space. At this time the high school feels that weekday field time will not be an option. If staff can acquire a few weekday spots that would be very helpful to the Little League Schedule.
- Staff is beginning the interview process for a Head Pool Manager and then will look to place Assistant Managers. Staff hopes to have key personnel in place before the end of January.
- The Pool Concession bid will go out later this month. The bid will ensure that the best contractual services are being provided.
- Plans have been submitted for the rebuild of the Peirce Park Pavilion. Staff is reviewing the plans with Public Services Department. The new plans allow for the pavilion to remain more open. Once the plans have been approved, the builder will submit for permits. We are waiting to find out the cost to replace the main beams. They were not damaged in the accident but our in need of replacement.
- Linda Copp, Ms. Hassett and Ryan Miller will each attend a portion of the annual state Illinois Parks and Recreation Conference held in Chicago January 29-31.
- The annual Sports Summit will be held Wednesday, January 28 at KLM. Community Athletic Groups are invited to discuss issues and concerns related to the athletic space.
- Staff has submitted the first draft of the 2009-10 budgets. The preliminary budget submitted does not include the End of Summer Bash. The budget for other special events has remained the same. Staff has been contacted by the Rotary and they are looking to work together to host an anniversary party. This year marks the 50<sup>th</sup> Anniversary of the local chapter. Rotary has a significant amount of money to contribute to the event.
- Staff is working to evaluate ways to reduce the operating budget. Staff has put together a spread sheet that shows the reduction in cost if the pool were to close earlier. Staff is asking that a recommendation be made on the pool hours. Staff will report to ACA in February. Report is attached.
- Items as discussed last month were submitted as part of the Capital Budget. The items below are in the first draft of the budget, other items will be delayed to the 2010-11 budget year. The total funds requested for the 2009-10 Budget are \$109,500. If funds are available in the current budget the items that are being carried over will get done in the 2008-09 budget year.
  - Lockers for the pool (carried over 2008-09), 10,000
  - Refinishing of pool locker room floors(carried over 2008-09), ,35,000
  - Burns Warming House maintenance and updates, 10,000
  - Burns Park Basketball Court, 13,000
  - KLM Wood Floor (carried over 2008-09), 2,000
  - Replacement vehicle, 29,500
- Ms. Hassett is working to establish a new parade route for the July 4<sup>th</sup> parade. Staff has met with the Police and Public Services Department to discuss alternate parade routes. After lengthy discussion the suggested route is to use Park. This will allow for adequate staging. Once the route is confirmed we will communicate to the residents so they can plan for the change. Staff is working with Engineering to ensure that the routes will work with the construction plans.

**KLM REPORT**

Lodge usage summary for December 2008.

**REVENUE**

	DECEMBER		Actual Revenue		2008-09 Annual Budget	2007- 2008 Annual Budget
	Prior Year	Current Year	Prior Year	Current Year		
<b>KLM Lodge Rental</b>	\$18,149	13,089.50	\$117,837	\$132,410	\$135,000	\$175,000
<b>Caterer's Licenses</b>	\$200	\$0	\$14,600	\$17,400	\$14,200	\$14,000

**EXPENSE**

	DECEMBER		Actual Expense		2008-09 Annual Budget	2007- 2008 Annual Budget
	Prior Year	Current Year	Prior Year	Current Year		
	\$9,224	\$4,683	\$110,594	\$80,100	\$181,707	\$174,071

	December 2008	DECEMBER 2007
<b><u>Resident</u></b>		
Weekend	3	3
Weekday	0	0
Not-For-Profit	6	4
Community Service	0	2
<b><u>Non-Resident</u></b>		
Weekend	7	5
Weekday	4	8
Not-For-Profit	1	4
	<u>21</u>	<u>26</u>

	Slots Available	Slots Used	Percentage
<b>KLM Rental Slots</b>			
Weekday am slots	23	2	8.70%
Weekend am slots	8	2	25.00%
Weekday evening slots	19	8	42.11%
Weekend PM Slots	12	8	66.67%

Friday evening counts as part of the weekend

REVISIONS:	DATE:
ISSUED FOR PERMIT	12-16-08

**PIERCE PARK  
CONCESSION STAND**

**HINSDALE, ILLINOIS**

**HUTTER TRANKINA  
ENGINEERING**  
Consulting Structural Engineers

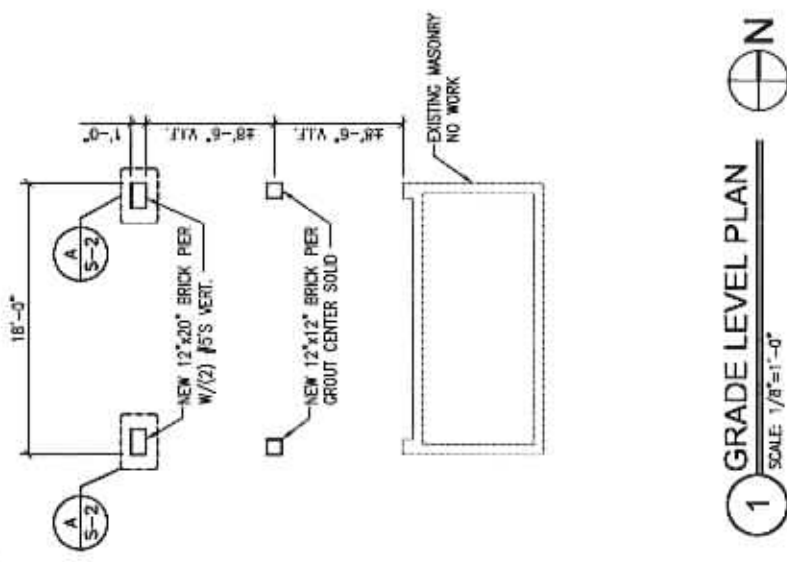
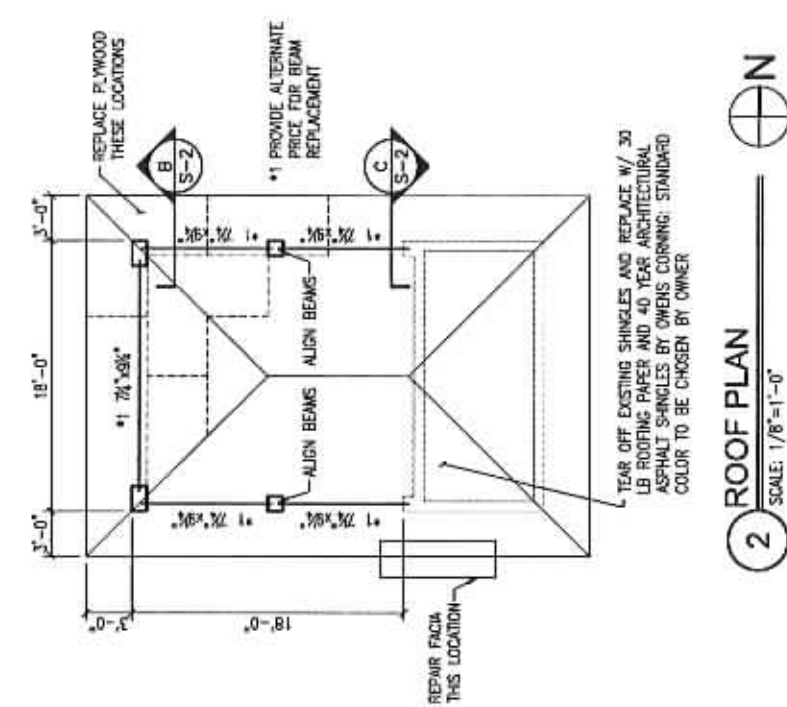
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**SHEET TITLE**  
GRADE LEVEL PLAN  
ROOF PLAN

PROJECT NO.: 08280  
DATE: 12-12-08

**S-1**

SHEET NO. 1 OF 3  
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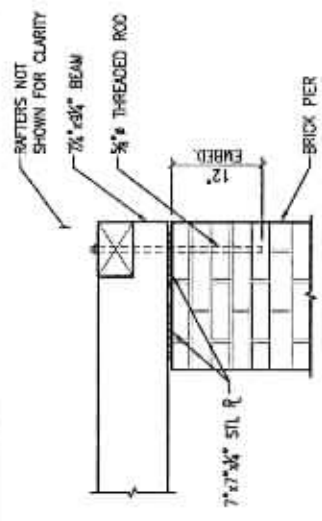
REVISIONS:	DATE:
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PIERCE PARK  
CONCESSION STAND  
HINSDALE, ILLINOIS

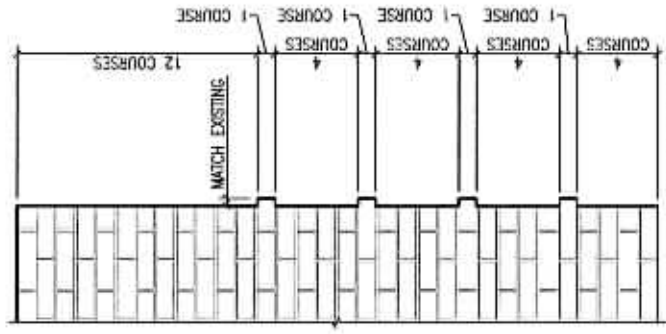
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SHEET TITLE:	DETAILS
PROJECT NO.:	C8280
DATE:	12-12-08

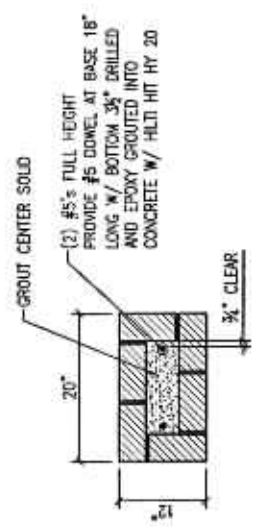
**S-2**  
SHEET NO. 2 OF 3  
HUTTER TRANKINA ENGINEERING



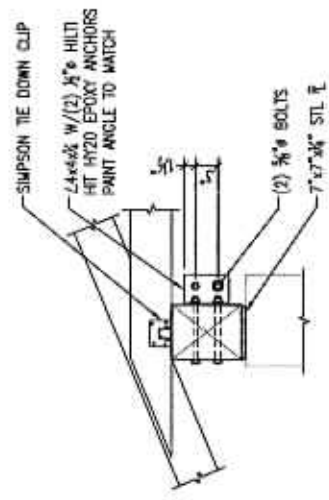
**B** BEAM ANCHORAGE INTO PIER  
SCALE: 3/4"=1'-0"



**D** BRICK PATTERN  
SCALE: 3/4"=1'-0"



**A** WEST PIERS  
SCALE: 3/4"=1'-0"



**C** BEAM CONNECTION AT BUILDING  
SCALE: 3/4"=1'-0"

## STRUCTURAL MASONRY NOTES:

1. ALL MATERIAL AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH "BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES" ACI 530/ ASCE 5/ TMS 402 AND "SPECIFICATIONS FOR MASONRY STRUCTURES" AG 500.1/ASCE 6/TMS 602, LATEST EDITION.
2.
  - A. MORTAR: MORTAR SHALL BE PORTLAND CEMENT / LIME TYPE N AND CONFORM TO ASTM C270.
  - B. GROUT: GROUT FOR REINFORCED LOAD BEARING MASONRY SHALL CONFORM TO ASTM C478 AND SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 2500 PSI.
  - C. REINFORCING BARS: REINFORCING BARS FOR REINFORCED MASONRY SHALL CONFORM TO ASTM A615, GRADE 60.
3. GROUT FOR FILLING REINFORCED OR NON-REINFORCED CELLS SHALL BE FLUID AND PLACED BY ACCEPTABLE PRESSURE GROUTING PROCEDURES.
4. GROUT FOR FILLING REINFORCED OR NON-REINFORCED CELLS SHALL BE PLACED IN A MAXIMUM FOUR (4) FOOT LIFTS AND CONSOLIDATED IN PLACE BY VIBRATION OR OTHER METHODS WHICH INSURE COMPLETE FILLING OF THE CELLS. ALL CELLS CONTAINING REINFORCING BARS AND / OR STUDS SHALL BE FULLY GROUTED.
5. HOLLOW UNITS SHALL BE LAID WITH FULL MORTAR COVERAGE ON HORIZONTAL AND VERTICAL FACE SHELLS EXCEPT THAT WEBS SHALL ALSO BE BEDDED WHERE THEY ARE ADJACENT TO CELLS TO BE REINFORCED AND / OR FILLED WITH GROUT. IN THE STARTING COURSE ON FOOTINGS AND SOLID FOUNDATION WALLS AND IN NON-REINFORCED OR GROUTED PIERS, PLASTERS AND COLUMNS.
6. SOLID MASONRY UNITS SHALL BE LAID WITH FULL HEAD AND BED JOINTS.
7. ALL CUTTING AND FITTING OF MASONRY, INCLUDING THAT REQUIRED TO ACCOMMODATE THE WORK OF THE OTHER TRADES, SHALL BE DONE WITH MASONRY SAWS.
8. REINFORCED MASONRY:
  - A. ALL WALLS AND PIERS SHALL HAVE HORIZONTAL JOINT REINFORCEMENTS AT 16" O.C. CONSISTING OF TWO (2) #9 GAGE RODS WITH #9 GAGE CROSS TIES AT 16" O.C., GALVANIZED WITH 0.6 OZ. ZINC COATING, ASTM A118, CLASS 3 (2 RODS IN C.M.U. AND ONE ROD IN FACE BRICK).
  - B. THE MINIMUM CLEAR DISTANCE BETWEEN PARALLEL BARS EXCEPT IN COLUMNS SHALL BE EQUAL TO THE NOMINAL DIAMETER OF THE BAR.
  - C. VERTICAL REINFORCEMENT SHALL BE LAP SPLICED A MINIMUM OF 48 BAR DIAMETERS (NOT LESS THAN 2'-0") WHERE REQUIRED.
  - D. ALL BARS SHALL BE COMPLETELY EMBEDDED IN MORTAR OR GROUT. ALL BARS SHALL HAVE A COVERAGE OF MASONRY NOT LESS THAN:
 

2"	FOR BARS LARGER THAN #5
1 1/2"	FOR #5 BARS AND SMALLER

9. PROVIDE ADEQUATE TEMPORARY BRACING AS REQUIRED DURING CONSTRUCTION TO WITHSTAND LATERAL LOADS AND THE PRESSURES OF FLUID GROUT.
10. CONCRETE MASONRY SHALL BE PROTECTED FROM ABSORBING MOISTURE AND WATER WHILE AT THE PLANT, DURING SHIPMENT AND AT THE SITE DURING CONSTRUCTION.
11. ANCHORS, WALL PLUGS, ACCESSORIES AND OTHER ITEMS TO BE BUILT IN SHALL BE INSTALLED AS MASONRY WORK PROCEEDS. PROVIDE CONTINUOUS MASONRY BOND BEAMS REINFORCED WITH 2 - #5 REINFORCING BARS AT EACH FLOOR AND ROOF LEVEL. SEE ARCHITECTURAL DRAWINGS FOR ADDITIONAL ITEMS.
12. ALL MASONRY SHALL BE LAID IN RUNNING BOND UNLESS NOTED OTHERWISE. SEE DETAIL D/S-2.
13. BRICK IS TO MATCH EXISTING. PROVIDE ADEQUATE SIZE SAMPLE TO OWNER FOR VERIFICATION.

## GENERAL NOTES:

1. THE CONTRACTOR SHALL FIELD VERIFY ALL MEASUREMENTS AND EXISTING CONDITIONS.
2. IF CONDITIONS VARY FROM THOSE ON THE DRAWINGS, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY.
3. THE CONTRACTOR SHALL OBSERVE ALL SAFETY RULES DICTATED BY CODE AND GOOD PRACTICE.
4. SHOULD UNFORESEEN CONDITIONS OR OTHER CAUSE NECESSITATE THE CONSTRUCTION DETAILS TO BE MODIFIED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER BEFORE PERFORMING THESE CHANGES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF TEMPORARY SHORING PRIOR TO COMMENCEMENT OF WORK.
6. THE CONTRACTOR SHALL PROVIDE SHIMBLE SAMPLE TO THE OWNER FOR SELECTION OF COLOR.
7. SHOULD ALTERNATE #1 (NEW WOOD BEAMS) BE CHOSEN, BEAMS SHOULD BE PAINTED TO MATCH.

## TIMBER NOTES:

1. ALL DIMENSIONAL LUMBER SHALL BE CEDAR #2 (MOISTURE CONTENT OF 19%) OR BETTER. (Fb=700 PSI, E= 1,000,000 PSI).
2. ALL TIMBER CONNECTIONS, INCLUDING ROOF AND WALL SHEATHING, SHALL MEET THE REQUIREMENTS OF IRC AS A MINIMUM.
3. ALL CONNECTION HARDWARE SHALL BE GALVANIZED.

### REVISIONS:

ISSUED FOR PERMIT	DATE:
	12-16-08

**PIERCE PARK  
CONCESSION STAND**

**HINSDALE, ILLINOIS**

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### SHEET TITLE

NOTES

PROJECT NO.: 08280

DATE: 12-12-08

# S-3

SHEET NO. 3 OF 3

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**Village of Hinsdale Parks Recreation  
Estimated Figures Related to Reduced Pool Hours**

Closing early would reduce the cost of the budget.

The overall budget for Temporary pool staff for 2009/10 is \$150,710.

**Closing at 8:00pm daily**

Number of Weekdays	Number of Lifeguards	Hours	Rate of Pay	Total
65	12	1	8.25	\$6,435
<b>Number of Weekdays</b>	<b>Number of Cashiers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
65	1	1	7.75	\$504
<b>Number of Weekdays</b>	<b>Number of Managers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
65	1	1	12	\$780
<b>Number of Weekend days</b>	<b>Number of Lifeguards</b>	<b>Hours</b>	<b>Rate of Pay</b>	
32	12	1	8.25	\$3,168
<b>Number of Weekend days</b>	<b>Number of Cashiers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
32	1	1	7.75	\$248
<b>Number of Weekend days</b>	<b>Number of Managers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
32	1	1	12	\$384
				<u>\$11,519</u>
	FICA & Medicare		7.75%	<u>\$893</u>
				<u>\$12,411 *</u>

\* This represents 8.23% of the Temporary Staff Line Item for the pool.

**Closing at 7:00pm on Sundays**

Number of Sundays	Number of Lifeguards	Hours	Rate of Pay	Total
16	12	1	8.25	\$1,584
<b>Number of Sundays</b>	<b>Number of Cashiers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
16	2	1	7.75	\$248
<b>Number of Sundays</b>	<b>Number of Managers</b>	<b>Hours</b>	<b>Rate of Pay</b>	
16	1	1	12	\$192
				<u>\$2,024</u>
	FICA & Medicare		7.75%	<u>\$157</u>
				<u>\$2,181</u>
			<b>TOTAL</b>	<b>\$14,592</b>

**Village of Hinsdale Parks Recreation  
Estimated Figures Related to Reduced Pool Hours**

**Comments:**

Holidays such as Memorial Day, July 4th, and Labor Day are not included because the pool closes at 5:00pm on Holidays

**Surrounding Community Pools Hours**

<b>Agency</b>	<b>Daily</b>	<b>Exceptions</b>	
<b>Bolingbrook Park District</b>	Closes at 8:00 pm		
<b>Clarendon Hills Park District</b>	Closes at 8:00 pm		
<b>Downers Grove (private)</b>	Closes at 9:00 pm		
<b>Glen Ellyn Park District</b>	Mon - Thurs 9:00 pm	8:00 pm Fri/ Sat/ Sun	
<b>Glen View Park District</b>	Closes at 8:00 pm	varies for Special Events	
<b>Lemont Park District</b>	Closes at 7:00 pm		
<b>Lisle Park District</b>	Closes at 9:00 pm		
<b>Lombard Park District</b>	Closes at 8:00 pm		
<b>Orland Park</b>	Closes at 8:00 pm		
<b>Tinley Park Park District</b>	Closes at 8:00 pm		
<b>Wheaton Park District</b>	Closes at 8:00 pm		
<b>Woodridge Park District</b>	Program Pool - 9:00 pm Cypress Cove - 7:00 pm	Sundays at 6:30 pm	