

To: Chairman Hughes and Members of the Administrative and Community Affairs Committee
FROM: Gina Hassett, Director of Parks and Recreation
DATE: November 4, 2014
SUBJECT: October Parks & Recreation Report

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

Programming & Special Events

The annual Fall Festival was held Saturday, October 18th at Hinsdale Middle School (HMS). The weather was cool and rainy; portions of the event were held indoors. Despite the inclement weather, the event was well attended; approximately 400 children and their parents attended. The event included table top carnival games, touch a truck, an inflatable haunted house, pumpkin decorating, costume judging, entertainment and trick-or-treating in the downtown business district. This event is coordinated by the Village and is a partnership with the Hinsdale Library, Hinsdale Chamber of Commerce, The Community House and The Hinsdalean.

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 for the lottery is November 7th. 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.

Field Updates

Activities at the athletic fields are wrapping up for the year. AYSO Soccer ended the week of October 25th. Football and travel will continue through mid-November. Once athletic play is done for the season, Public Services will winterize 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.

Park Maintenance

The slide at Brook Park was damaged; Public Services will make the repair when parts are received. The 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.

The resident that lives on Laurie lane adjacent to KLM Park has complained that disc's golfers continue to jump the fence to retrieve lost discs. Staff is reviewing the placement of the tee basket and is considering an alternative location. There are signs mounted on the fence line to warn players not to jump the fence.

The Village's Horticulturist is preparing the bid for mowing and maintenance service. The documents will be updated to include an option to secure pricing for weeding of the playgrounds, park hardscape and flower beds, and maintenance of areas at the Arts Center and at Katherine Legge Memorial Park. In 2009, the management of downtown flower bed design and maintenance was brought in house; the additional work load on staff has impacted the time left for park maintenance. In adding the maintenance of the parks to the contractor's scope of work would help to mitigate complaints related to the condition of the parks. Staff will include the park maintenance as an alternate as part of the maintenance and mowing bid that will be sent to vendors this fall.

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 are scheduled to start the week of November 6th. The work is being completed in conjunction with the 50/50 Sidewalk Program; 4,300 sq. ft. of sidewalk will be replaced at Burns Fields and 758 sq. ft. at KLM Park.

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.

The electrical feed to the southeast light pole at Burns Field was severed. 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. 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 maps is necessary when considering construction projects or evaluating flooding issues.

Residents attended the September Parks and Recreation Commission meeting to request consideration for a park to be constructed north of Ogden. Residents are concerned that the closest playground is across Ogden at Burns Field. Staff reported that the Village owns a small wooded lot that is less than an acre at Bonnie Brae and Washington Ave, the site backs up to Ogden. This is the only Village owned parcel north of Ogden. Staff is in the exploratory stage to see if the site would be suitable for a playground and what the potential cost would be. Staff has been in contact with the Oak Brook Park District to inquire if they have plans to construct of a park in the proximity. Oak Brook staff communicated that they own a small undeveloped parcel across from Graue Mill; the site is adjacent to the existing Graue Mill parking. The site provides a potential location for playground; staff has not been in contact with the Forest Preserve regarding this conceptual idea. Going forward staff will be in contact with DuPage County Forest Preserve to discuss the opportunity to develop the site adjacent to Graue Mill.

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. The request are drafted for review in the Committee packet.

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. The program will be reviewed at the December Parks & Recreation Commission. If approved, the program would start in the spring with an annual Park Clean-Up day to be held in April around Earth Day.

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 barrier around the web climber and sidewalks are being framed out. The playground equipment has arrived; installation will take place the week of November 6th. Weather permitting the construction will be complete by the end of November.

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 to the boilers to ensure they are operable for the coming winter.

Katherine Legge Memorial Lodge

Last month staff reported on September revenue; October revenue numbers are not available at this time. With the scheduled rentals, staff anticipates that October rental revenue will exceed the prior year by \$4,700; revenue for the year is trending to be in line with the prior year.

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		Change over prior	
										Projected Revenue	Actual 14-15		2013-14
May	1	1	20		3	1		7	33	\$13,045	13,745	18,796	(3,051)
June	1		19		1	1		7	29	\$20,250	17,450	26,818	(9,368)
July	2	1	14		6			5	28	\$18,425	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		14,825	
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	93,964	154,396	(16)

At the October 21st Village Board meeting the Board approved the increase of the Lodge rental fees; new fees take effect December 1st, 2014.

KLM Lodge Rental Rates	Approved Rates	Change	%
Saturday Night Rental	\$2,500	\$300	13.60%
Breakdown Per Hour Rental Rate	\$313	\$38	
Additional Per Hour Rental Rate	\$250	\$0	
Friday & Sunday Night	\$2,000	\$200	11.10%
Breakdown Per Hour Rental Rate	\$250	\$25	
Weekday Rate - One Floor Only	\$700	\$0	
Breakdown Per Hour Rental Rate	\$140	\$0	
Additional Per Hour Rental Rate	\$250	\$0	

The KLM Capital budget includes \$15,000 for plantings. Phase 1 included new plantings in the front, side and rear beds of the Lodge. Phase 2 includes plantings for the entrance of KLM Park; installation was completed October 16th.

Community Pool

Staff is preparing the annual report to present at the November Parks and Recreation Commission meeting that is scheduled for November 11th.

Maintenance

Staff is working with Public Services to winterize the facility for the fall. The FY 2014/15 Budget has funds allocated to make repairs to the fire suppression system. The system was installed in 1992 and is rusting from the inside out, causing the system to leak. The initial repair will be Phase 1; it will include replacement of the water main located in the ceiling and the pipes in the women's locker room. Phase 1 is being completed by Affordable Protection for the cost of \$9,400. Fabrication of the pipe is underway; Phase 1 will be completed by the end of November. Phase 2 will be completed next year and will include the system in the guard office, the men's locker room and the concession area. Staff evaluated the cost to complete the entire project versus of in phases; there was no cost savings do complete the replacement of the system all at once.

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 and hopes to have a resolution by mid-November.

Platform Tennis

League play began the first week of October and will continue through March. Membership revenue collected to date is \$28,105 which is an increase of \$6,831 over the same period of the prior year. Membership 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 received, staff will provide the data.

Ruth Lake Country Club (RLCC) is installing four courts; construction of their courts has been delayed. The Village rented courts to RLCC in October at Burns Field, which generated \$1,600 in revenue. Additional court rental time was requested for November, and after consulting with HPTA, weekday morning times were extended.

Membership as of 10-27-2014	Fees	2012		2013		2014			Change over Prior Yr.	
		Total Members	Revenue	Total Members	Revenue YTD	New Members	Renewal Members	Total Members		Revenue YTD
Resident Individual	\$120	73	\$8,520	86	\$9,720	0	50	50	\$6,000	-\$4,583
Resident Family	\$175	37	\$6,630	36	\$6,038	0	18	18	\$3,105	\$5,448
Resident Family Secondary	\$0	91	\$0	83	\$0	0	46	46	\$0	\$863
Non-Resident Individual	\$289	61	\$17,051	90	\$24,276	0	55	55	\$15,895	-\$8,381
Non-Resident Family	\$345	13	\$4,830	13	\$3,968	0	9	9	\$3,105	-\$863
Non-Resident Secondary	\$0	35	\$0	35	\$0	0	24	24	\$0	\$0
Sustaining Lifetime	\$0	335	\$0	298	\$0	0	268	268	\$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	0	470	470	\$28,105	-\$15,897

Staff reported last month that electrical and heater issues have been occurring at the KLM Platform courts. Over the past several years, the heaters below courts 2, 3, and 4 at KLM regularly failed. The electric for the heaters was installed at grade. When it rains that water runs under the courts and the electrical junction boxes get wet, causing the breakers to trip. Given the grade below the courts, water accumulates and the outlets for the heaters regularly trip. During an inspection this fall, Public Service staff found water in the electrical junction boxes. To mitigate the problem, Village staff is installing new electric pipe for the courts; it will be elevated below the court deck.

The current configuration of the KLM courts has six gas heaters below each court deck. The heater layout does not effectively dry the courts, leaving dead zones where the court remains wet and/or icy. For the best heating result, the courts should have clearance of three feet under the deck. Due to limited clearance under three of the courts the problem cannot be rectified. To improve the operation of the three courts, a new style of heater will be installed. The heaters are taller and put out more heat; therefore, each court will require four rather than six heaters. The heaters that are being pulled from the courts will be utilized as replacements for the other courts. With the new heaters and electric, the operation of the three courts will be improved; this should reduce the amount of time that staff spends servicing the courts. The heaters that are being pulled from the courts will be utilized for back-up at Burns Field and the other KLM courts. The new style heater will not be installed at all of the courts; the clearance below other three courts at KLM restricts the type of heater that can be used.

The cost of the new style heater is \$609 each with four heaters per court for a total of \$2,436 per court. The existing style heaters cost \$395 each with six heaters per court for a per court for a total cost of \$2,370 per court. To improve the operation courts system, the electric feeding the heaters was moved below the court deck rather than at grade. The work was performed by Public Service staff; minimal supplies were purchased. The gas line for the heaters needs to be upgraded as the existing lines are undersized. Staff is receiving pricing to upgrade the gas lines.

	2013	2014 <small>(As of 11/14/2014)</small>
Replacement Heaters	\$4,618 (11 heaters)	\$7,319 (12 heaters)
Heater Repair Cost	\$1,290	None to date
Electrical Repairs	NA	TBD
Gas Line Repairs	NA	TBD
Total	\$5,980	\$7,319

Parks & Recreation Department

Social Networking Status Report

September/October 2014

The Parks & Recreation Department continues to promote its offerings and community involvement via social media. During the past reporting period, posts were disseminated on the following topics:

- Fourth of July Festival and Craft Fair videos were posted.
- The link to the Fall Parks & Rec Program Guide was posted.
- Information regarding Fall Program registration dates was posted to remind residents to register.
- A flyer advertising Fall Family Festival was posted.
- A reminder to regarding the Community Pool, swim lessons and town team surveys was posted.
- Photos of a summer wedding at KLM were posted.
- The Cover photo and profile picture were updated to reflect the upcoming registration season.
- A reminder regarding the Nov. 7th registration deadline for the Holiday Express lottery was posted.
- A reminder regarding registration for the Winter Men's Basketball League was posted, deadline is Dec. 12th.

Number of Likes/Followers on Facebook:

Parks & Rec Page: 631

KLM Lodge Page: 220

Community Pool Page: 306

Town Team Page: 56