



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**AGENDA  
BUILDINGS & GROUNDS COMMITTEE MEETING  
TUESDAY, SEPTEMBER 6, 2016  
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - August 2, 2016
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. TC gymnasium / M16-104
  - B. Seascape Fire Suppression System Bid Results / M16-100
  - C. ADA Transition Plan Update / M16-102
  - D. Parks Board Report / M16-101
  - E. Planning & Development Report / M16-099
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

All meetings are held in the boardroom of the Scott R. Triphahn Community Center & Ice Arena at 1685 W. Higgins Road in Hoffman Estates, unless otherwise specified. If an accommodation or modification is required to attend this public meeting please call 847-885-8500 with at least 48 hours' notice.



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**MINUTES  
BUILDING AND GROUNDS COMMITTEE/PARK TOUR  
August 2, 2016**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee/ Park Tour was held on August 2, 2016 at 5:45 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kilbridge, Comm Rep Bettencourt, Dekirmenjian, R. Neel, S. Triphahn, Chairman McGinn

Absent: Comm Rep Freidman

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Golf Director Bechtold

Audience: Commissioner R. Evans, Kinnane, Mohan, Kaplan, President Bickham (arrived 6:22 p.m.), Comm Rep Utas, Chhatwani, Snyder

**2. Approval of Agenda:**

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to approve the agenda as presented. The motion carried by voice vote.

**3. Minutes:**

Comm Bettencourt made a motion, seconded by Comm R. Neel to approve the minutes of the July 5, 2016 meeting as presented. The motion carried by voice vote.

**4. Comments From the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Balanced Scorecard/M16-088:

Executive Director Bostrom reviewed the item.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Dekirmenjian to recommend the board approve the Balanced Scorecard as presented. The motion carried by voice vote.

B. Parks Report/M16-087:

Executive Director Bostrom asked for questions on the report.

Commissioner Kilbridge asked what happened to the dead fish from Fabbrini Park. Staff will check.

Comm Rep S. Triphahn made a motion, seconded by Comm Rep R. Neel to send the Parks Report to the board as presented. The motion carried by voice vote.

C. P&D Report/M16-086:

Director Buczkowski asked for questions on the report.

Commissioner Kilbridge noted that the GIS link included in the report was very cool.

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to send the P&D Report to the board as presented. The motion carried by voice vote.

D. Park Tour:

The following areas of the district were toured:

- Triphahn Center Ice Renovation Project
- Sheffield Park/Playground
- Victoria North Tennis Court Renovation and Playground
- Chestnut Port-o-let Enclosure
- Victoria South Playground future renovation
- Sloan Park

- Evergreen Park future path renovation
- Armstrong Park/Playground future renovation
- Canterbury Park Place Playground
- Canterbury Fields Park
- Beacon Point Playground future site
- PSSWC Aquatic renovation and future locker room/steam room renovation

**7. Committee Member Comments:**

None

**8. Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Comm Rep R. Neel to adjourn the meeting at 8:42 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

## MEMORANDUM M16-104

**TO:** Building and Grounds Committee  
**FROM:** Dean R. Bostrom, Executive Director  
Gary Buczkowski, Director of Planning & Development  
**RE:** Triphahn Center Gymnasium  
**DATE:** September 1, 2016

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### **Background**

The Triphahn Center gymnasium wood floor was recently resurfaced as scheduled and new court lines were applied for basketball, volleyball and Pickleball. During the resurfacing process, the ventilation system within the gymnasium was turned off to prevent dust from the wood floor preparation from getting into the duct work (air intake) and to prevent any dust that might be created from the air handling vents that might settle on the floor during the floor coating process.

While the ventilation system was shut off, staff discovered a dark substance had formed on the surface of the duct work. As a precaution, staff contacted Midwest Environmental Consulting Services (MECS) to determine if the dark substance was mold. MECS determined that the dark substance was in fact mold and proceeded to take air quality samples to determine what type of mold existed. A total of 8 air quality samples were taken and sent to a testing lab to be analyzed. At the time of the air sampling, the ventilation system was still turned off as the floor coating had not yet dried completely. An additional 4 air quality samples were then taken once the ventilation system was turned back on to determine if mold had gotten into the internal duct work and insulation.

On September 1, staff received verbal notification from MECS that the air samples had come back negative to any harmful molds in the air. MECS stated that the gym, running track and shelf could be used as long as the mold was not disturbed. The air samples taken on August 31<sup>st</sup> are due back late on September 2<sup>nd</sup> but given the previous samples results, once again, the consultant does not anticipate any health risk to the public or staff in the gym area. However, staff feels that it would be prudent to wait until the second set of samples comes back so prevent programming use of the gym and then coming back to cancel or close the gym if in fact the samples do not come back negative.

In the meantime, the gym remains closed and signage outside of the gym states that the gym is closed for renovations. MECS has assured us that the mold on the duct surfaces presents no immediate health concerns to patrons and staff in areas other than the gym (which is closed off and secured).

### **Implications**

Assuming the second batch of tests comes back negative without any mold implications, staff could open the gym immediately following that finding. To ultimately remove the mold on the duct work, MECS solicited three local contractors capable of performing this work. Attached is a recommendation from MECS for the mitigation for the mold in the gym. In addition, MECS has provided a proposal covering the supervision and monitoring of the mold removal process when that occurs. Staff along with MECS has targeted Monday, September 12<sup>th</sup> as the date that the mold removal process will begin. The removal process is expected to take five 8-hour shifts and those shifts will occur between 7 a.m. and 4 p.m. on five consecutive days. During the mold removal process, those areas being worked on will be tented and monitored to prevent contamination of other areas in the gym. Under those working conditions MECS has stated that the gym could be used by the public without any concern for health

issues. Staff and MECS are currently working with the contractor to see if the work areas could be cleaned up and removed at the end of each work shift to allow the entire gym to be used by the public after 4 p.m. each day.

The TC gym following the floor resurfacing was initially scheduled to re-open on Tuesday, 9/6.

**Recommendation**

Staff's recommendation based upon a negative analysis of mold present in the air would be to open the gymnasium to the public as soon as those results have been received and recommends the board award the contract for mold mitigation to Cove Remediation in the amount of \$24,754 and to commission MECS to supervise the mitigation removal process for \$3700.

Funds for this emergency work would have to come from the Recreation /Triphahn Center budget.



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August 29, 2016

Hoffman Estates Park District  
1685 West Higgins Road  
Hoffman Estates, IL 60169

Attention: Gary Buczkowski, Director of Planning and Development

Subject: **Mold Project Bid Review for the Hoffman Estates Park District**  
**Project Location: Triphan Center, Hoffman Estates, IL 60169**

Dear Mr. Buczkowski;

On Monday, August 29, 2016, bids for mold remediation were received at Midwest Environmental Consulting Services, Inc. A summary of the bids is as follows:

Company	Base Bid
<b>Cove Remediation</b>	<b>\$24,754.00</b>
Kinsale Contracting Group, Inc.	\$29,500.00
Holian Asbestos Removal & Encapsulation Corp.	\$39,000.00

Based on my discussion with Cove Remediation today, they expressed that they understand the project and the entire scope of work. All information requested by the bid document was supplied. After our review of all information Cove Remediation has submitted the lowest responsible bid for the Hoffman Estates Park District.

If you have any questions, please feel free to contact the undersigned at 630-553-3989.

Best Regards,  
Midwest Environmental Consulting Services, Inc.

A handwritten signature in black ink, appearing to read "Blake G. Mellecker".

Blake G. Mellecker  
President

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**Midwest  
Environmental  
Consulting Services, Inc.**

**Consultants ◀ Engineers ◀ Scientists**

Monday, August 29, 2016

Proposal #1608577

Hoffman Estates Park District  
1685 West Higgins Road  
Hoffman Estates, IL 60169

Attention: Gary Buczkowski, Director of Planning/Development

Subject: **Proposal for Mold Project Management for the Hoffman Estates Park District**  
**Project Location: Triphan Center, 1685 West Higgins Road, Hoffman Estates, IL 60169**

Dear Mr. Buczkowski;

Thank you for your interest in Midwest Environmental Consulting Services, Inc. (MEC). MEC will complete the following scope of work at the above location. The proposal is as follows:

**Item One - Industrial Hygiene Project Management**

- Barriers will be checked continuously.
- Daily activities will be logged by Industrial Hygiene Technician.
- Contractor will remediate the gymnasium as directed in the walk through and scope of work.
- Visual Inspection will be performed at the completion of each remediation, no mold samples will be collected, unless as directed by the owner.
- Final report and associated documentation will be reviewed by a Certified Industrial Hygienist.

At the end of the project, MEC will provide a final report documenting completion of work including work plan drawings showing the scope of work (if applicable) and the logs of daily activity completed by MEC's Industrial Hygiene Technician.



**Item Two – Project Cost\***


**Mold Project Management:**

**\$ 3,750.00\***

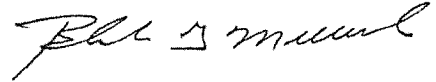
\* Project cost includes up to five (5) regular shifts on-site. No overtime or weekend work is included in this cost. Additional time required will be billed accordingly.

If you have any additional questions, please feel free to contact me at my office at 630-553-3989.

Best Regards,  
Midwest Environmental Consulting Services, Inc.



Blake Robert Mellecker  
Business Development



Blake Mellecker  
President

If this proposal is acceptable please sign and return via fax at 630-553-3990.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Person and Title

\_\_\_\_\_  
P.O. Number

\_\_\_\_\_  
Printed Name and Title

#1608577  
\_\_\_\_\_  
Proposal Number

Terms: 30 days

Filename: \\server\2016proposals\1608577.doc

## MEMORANDUM NO. M16-100

TO: Building & Grounds Committee  
FROM: Dean R. Bostrom, Executive Director  
John Giacalone, Director of Park Services / Development & Risk Mgt.  
**SUBJECT: Seascape Fire Suppression System Bid Results**  
DATE: August 30, 2016

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### **Background**

The Village of Hoffman Estates passed a Fire Sprinkler Ordinance in January 1996 and amended it in 2009, 2012 and most recently on August 20, 2015. The Ordinance has been modified over time as building and fire codes are continually evolving. When Seascape was constructed in 1995/96, all three buildings met all building and fire codes. The Ordinance adopted in August 2015 requires that all buildings in excess of 1,000 sq. ft. fully comply with the Fire Sprinkler Ordinance no later than December 31, 2016.

The park district was unaware of this ordinance requirement until Executive Director Bostrom received correspondence from the Village in February 2016. Prior communications by the Village regarding these ordinance requirements were sent directly to Seascape and never made it to the Administrative Offices. The Village will no longer be sending communications directly to Seascape. The park board was made aware of the Village Ordinance and pending unbudgeted project on April 15, 2016. Since receiving the correspondence in February, discussions have been held with Village Manager Jim Norris as well as Village Fire Inspector, Scott Neal.

### **Implications**

Memo # M16-062 was presented to the B&G Committee at their May meeting which authorized staff to enlist the services of Olympic Engineering to develop fire suppression specifications.

Since the filter building is a heated building, the plan is to put a conventional wet fire suppression system in the filter building. A wet system means the sprinkler lines are fully charged with water at all times and if the need arises the water is released instantly.

The bath house and concession buildings are not heated so what is called a dry system was designed to protect those buildings.

How a dry system works is the piping and coverage patterns are the same as a wet system but the lines are not charged with water; they remain dry until the need arises, then the water is released to form a pit about six feet deep. The difference is with a wet system the water is released instantly. With a dry system it could be 3-5 seconds before the water is released because the lines need to be charged.

Additionally we are able to cover the bath house and concession building with one system. Because there is an overhead chase connecting the two buildings, a single dry system with the source located in the bath house meets the fire codes and lowers the cost of the project.

Once the project is completed staff will construct a small insulated, heated room around the water source of the dry system; this will insure that if the water is needed it will flow. The room will be in the maintenance room and will not have any impact on our users. Room size will be about 5'x5'.

With the engineers specifications in hand, staff developed a bid packet with an August 18, 2016 pre-bid meeting and an August 29, 2016 bid opening at 10:00 am at TC. As always with all bids the bid opening was advertised in the Daily Herald newspaper and advertised on our web site.

Additionally thirteen bid packets were e-mailed directly to qualified contractors that were recommended by our project engineer, the village fire inspector, and staff's own sources.

Staff grew concerned about project interest when only two contractors attended the pre-bid meeting on August 18<sup>th</sup>.

Starting on August 20<sup>th</sup> staff reached out to all thirteen contractors reminding them that our project is out for bid and of our opening date and time. Most contractors said thank you for the reminder and a few said they were too busy to bid on our project.

At the August 29<sup>th</sup> bid opening, we only received one bid from Automatic Fire Systems in the amount of \$52,796.00.

Staff went back to our project engineer to discuss the lack of interest in our project. He said relatively speaking our project is very small, and this is a very busy time in the fire suppression business. We asked him if he felt re-bidding the project would have any value. He thought we certainly could try, but the result could be the same with only one bidder. When asked if he thought we received a competitive number he reminded us that he gave us a project estimate of \$60,000 to \$75,000 so he felt \$52,796 is a competitive price.

Staff checked the references provided by Automatic Fire Systems which all came back positive. Our project engineer also has had positive experiences with Automatic Fire.

Additionally, the Executive Director confirmed with legal counsel about accepting a single bid. As we have done our due diligence and followed the letter of the law we are cleared legally to accept the only responsible bid on this project.

Although staff is much happier when we receive at least two and preferably three to five competitive bids, we are recommending the only bid received from Automatic Fire Systems of Rockford, Illinois in the amount of \$52,796.00.

## **Recommendations**

Staff recommends awarding a contract to Automatic Fire Systems in the amount of \$52,796.00 to install a fire suppression system at Seascope Family Aquatic Center.

## MEMORANDUM NO. M16-102

**TO:** Buildings and Grounds Committee  
**FROM:** Dean R. Bostrom, Executive Director  
Gary Buczkowski, Director of Planning & Development  
**RE:** ADA Transition Plan Update  
**DATE:** August 31, 2016

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### **Background**

In 2008 the district conducted an ADA Compliance Assessment of all its park facilities. This assessment was done by National Center on Accessibility. As part of that process, staff reviewed the identified deficiencies and developed a prioritization plan to bring those deficiencies into compliance. The prioritization was based on the critical nature of the deficiency and the potential for the deficiency to have an impact on individuals with special needs. In addition, the cost to remediate steered the prioritization such that the district could address as many items with the resources available. Items that could be completed by in-house staff were all completed prior to the 2015 calendar year. Routine maintenance and upkeep to maintain ADA standards has been designated to the maintenance department on an ongoing basis; the exception being adjacent walkways to the facilities which are being maintained under the supervision of the Department of Planning & Development through annual bids for concrete and asphalt work. Over the last 8 years, the district has remediated or rectified 456 items out of 571 originally identified, leaving 116 items to be addressed at approximately 35 locations.

### **Implications**

Each year staff reviews the remaining items and submits those items that are earmarked for completion within the Transition Plan in any given year. During the Capital review process, finances may have pushed some costly items without a high priority off to subsequent years. Attached is a revised ADA remediation schedule based upon any and all the adjustments that have been made through August 2016. It should be noted that the schedule may once again be adjusted based upon the Capital Review Process to be conducted later this year. In addition, all ADA projects will require board approval as part of the annual budget process.

### **Recommendation**

Staff recommends that the Building & Grounds Committee recommends to the full board the modified ADA Transition Plan Remediation schedule as presented.

ADA CAPITALS 2016 - 2025		
YEAR	ITEM	COST
2016		
2016	<i>Design Armstron Ball Diamond Path</i>	
2016	<i>Design Colony ADA Paths</i>	
2016	<i>Design Evergreen ADA Paths</i>	
2016	<i>Design Sycamore Park ADA Paths</i>	
2016	<i>Design Valley ADA Path to Basketball</i>	
2017		
2017	Armstrong Ball Diamond Path ADA	\$17,670
2017	Colony Park ADA Path	\$4,000
2017	Evergreen ADA (Paths)	\$60,914
2017	Sycamore Park Paths & ADA	\$39,000
2017	Valley ADA Path to Basketball	\$5,912
2017	<i>Design Eisenhower ADA Path</i>	
2017	<i>Design Fairview Park ADA Path Route to Diamond, Team seating, Bleachers</i>	
2017	<i>Design Pine Park ADA Path</i>	
2018		
2018	Birch Park ADA	\$11,106
2018	Eisenhower ADA Path (Cross Slopes)	\$3,333
2018	Fairview Park Access Ball Route to Diamond, Team seating, Bleachers	\$12,145
2018	Pine Park ADA Path	\$7,500
2018	<i>Design Huntington Park Paths</i>	
2018	<i>Design S. Ridge ADA Path</i>	
2019		
2019	Hoffman Park ADA	\$5,000
2019	Huntington Park Paths	\$29,000
2019	S. Ridge Lake Park & ADA/Paths	\$186,000
2019	<i>Design Cipri ADA Paths</i>	
2019	<i>Design Olmstead ADA Path</i>	
2019	<i>Design Sloan ADA Paths</i>	
2020		
2020	Cipri Park ADA route to PG	\$10,600
2020	Olmstead Park ADA Ball Diamond (part of Paving Project/Pathways)	\$24,000
2020	Sloan Park ADA Ball Diamond (Recheck)	\$8,700
2020	Victoria Park ADA	\$94,000
2020	<i>Design Comm Park ADA Path</i>	
2020	<i>Design North Twin ADA Path</i>	
2020	<i>Design South Twin ADA Path</i>	
2021		
2021	Comm Park Playground ADA	\$6,000
2021	Comm Park ADA Path	\$16,000
2021	Maple Park ADA	\$1,586
2021	North Twin Park ADA Path	\$7,400
2021	South Twin Park ADA Path	\$4,000

2021	Princeton Park ADA	\$16,000
2021	<i>Design Cannon Crossings ADA Path</i>	
2021	<i>Design Hunters Ridge ADA Path</i>	
2021	<i>Design North Ridge Lake ADA Path</i>	
2022		
2022	Cannon Crossings ADA Phase I & II	\$205,000
2022	Field Park ADA	\$4,000
2022	1257/Hunters Ridge Pathways	\$13,800
2022	North Ridge Lake Park ADA	\$12,900
2022	Tall Oaks ADA	\$8,700
2022	<i>Design Canterbury ADA Path for Shelter Access</i>	
2022	<i>Design Westbury Lake Pathways</i>	
2023		
2023	Canterbury Park Place ADA (Ball Diamond)	\$21,200
2023	757 Westbury Lake Pathways	\$112,974
2023	<i>Design Armstrong Park ADA Path</i>	
2023	<i>Design Highland ADA Path</i>	
2023	<i>Design Chestnut ADA Path</i>	
2024		
2024	Armstrong Park ADA	\$13,000
2024	Seascape Hill ADA	\$532,500
2024	Highland Park ADA Path (May Eliminate Playground)	\$12,800
2024	Chestnut Park ADA Path	\$17,650
2024	<i>Design Charlemagne Park ADA Path</i>	
2024	<i>Design Canterbury ADA Path for Shelter Access</i>	
2024	<i>Design Cottonwood ADA Bridge</i>	
2024	<i>Design Fabbrini ADA Path to Sand Volleyball</i>	
2024	<i>Design Lombardy ADA Path</i>	
2025		
2025	Charlemagne Park ADA (see if some completed 2014)	\$41,866
2025	Canterbury Park Place ADA Shelter Access	\$6,720
2025	Cottonwood Park ADA Bridge	\$60,000
2025	Fabbrini ADA Path to Sand Volleyball	\$11,300
2025	Lombardy Park ADA Path include access to picnic table	\$5,555
2025	Sycamore Park toilets	4000

## MEMORANDUM NO. M16-101

**TO: Buildings & Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**John Giacalone, Director Parks & Risk Management**  
**RE: Parks Board Report**  
**DATE: July 29, 2016**

1. Old, out of warranty batteries were replaced in all the Thorgard Lightning System locations. Strobe lights were replaced at Vogelei, Eisenhower, and Fabbrini Parks. All antenna and solar collectors were cleaned to manufacturer specifications. Diagnostic tests were successful and all components operating correctly.
2. One 1 ½" irrigation valve was replaced at Cannon East soccer field. Play was not affected.
3. One 2" irrigation valve was replaced at Eisenhower, along with three inoperative sprinkler heads. Play was not affected.
4. One 1" irrigation valve was replaced at Seascape, along with a pop-up sprinkler head. Pool was closed so residents were not affected.
5. Final grading and seeding was completed at Canterbury Park playground.
6. Spot spraying of parking lot and sidewalk weeds continues.
7. Mowing of parks was cancelled three days during the month due to ozone air alert days and extreme heat indices.
8. Fall seed order was delivered. Fertilizer inventory is sufficient to finish the season. There is no expected jump in fertilizer prices for 2017.
9. Shrub and flower bed weeding and maintenance was completed.
10. Restoration/renovation of the west end of Highland Park's natural area is underway with mowing and spraying complete. Some additional spot spray on invasive species may still be required. When the weather cools in September we will begin introduction of new native plant material. After this year's burn, the area will be over-seeded with native plants and wildflowers.
11. Burn permit applications have been sent out to the State of Illinois for 24 parks scheduled for this burn season.
12. Invasive species control is in full swing with the key emphasis on Phragmites, Teasel and Purple Loosestrife in the natural areas.
13. Quote requests were sent out for fall trees to 6 nurseries.
14. Quote requests were sent out for contract burns for 2017. These quotes were sent out now as it can take up to 3 months for the selected contractor to acquire the necessary permits.
15. Fall tree work has begun starting with non-emergency storm damage and removal of remaining Ash trees, moving on to general tree maintenance.
16. Truck 912 replaced fuel tank straps.
17. Truck 538 replaced front and rear brake pads, right lower tie rod and alignment.
18. Truck 524 transmission serviced.
19. Chipper replaced clutch.
20. Stump grinder replaced seal on hydraulic motor.
21. 591 backhoe replaced two batteries and traced shorted wires.
22. Bus 510 replaced exhaust from muffler back and left front axle seal.



23. Truck 508 installed new tires.
24. Truck 512 installed new snow plow.
25. Completed installing new logo decals on all vehicles.
26. Staff painted lap pool and activity walls and caulked. Staff cleaned all gutter and stainless steel in lap pool and activity pool at PSSWC.
27. Staff installed TV on backside of climbing wall at PSSWC.
28. Staff drained lap and activity pool for pool project at PSSWC.
29. Staff balanced pool chemicals in lap and activity pool after pools were refilled.
30. Staff retro fit 13 lights in PSSWC lap pool to LED.
31. Staff installed blinds in preschool room at TC.
32. Staff installed outlet reel in ice rink at TC.
33. Staff repaired RTU unit on north side of TC.
34. Staff is still ongoing with installing new park and playground rule signs.
35. Staff set-up football fields at Sycamore Park, per our agreement with HEAA.
36. Staff replaced top cap at Canterbury Playground.
37. Staff repaired damaged ceiling tile and braced up all ceiling grid at BPC.
38. Staff installed new contactor for RTU-9 at BPC.
39. Staff set-up tents, electrical and installed fencing for Party in the Park.
40. Staff set-up and striped soccer fields for fall season.
41. Staff installed motor for pump at WRC.
42. Staff replaced all filters throughout facility for the 3<sup>rd</sup> quarter replacement.

## MEMORANDUM M16-099

**TO:** Building and Grounds Committee  
**FROM:** Dean R. Bostrom, Executive Director  
Gary Buczkowski, Director of Planning and Development  
**RE:** Board Report  
**DATE:** August 30, 2016

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### 1. Conceptual playground plans for projects 2017:

As built surveys for Armstrong, Colony and Victoria have been completed and are now being utilized for the development of concept plans for playground replacement at these locations. As in the past, staff has prepared concepts that will be presented to the public prior to the end of the present calendar year. This allows for the district to bid these projects early on in 2017 with the goal of starting the projects as soon as the weather breaks. In addition to the three above listed sites, staff is looking at concepts to add a new piece of playground equipment in the water/sand area at Seascape FAC.

### 2. Path Improvements:

Staff is presently putting the final touches on the design work for the renovation of Evergreen Park paths and the construction of new pathways at Sycamore Park. Should these projects be accepted as part of the 2017 Capital program, they will be incorporated into the parking lot paving and playground renovation packages in an effort to get the lowest possible price for this work.

### 3. Triphahn Center Renovation:

The architectural team completed the plans and associated documents for the renovation of the north side of Triphahn Center and the redevelopment of the gym shelf into the off-ice training area. These plans, along with a building permit application, were delivered to the Village for building permit review. It is estimated that the review process will take 3-4 weeks to complete and hopefully, no major changes will be necessary. If this is the case, the bids for the project will be released on or about September 20 with the bids due back October 11. Bid summary will be presented to the November Building and Grounds meeting.