



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 MEETING
TUESDAY, OCTOBER 7, 2014
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - September 2, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Golf course shoreline stabilization Phase 1 / M14-113
 - B. Release of the 1985 Declaration of Covenants at Prairie Stone Business Park / M14-117
 - C. Parks Board Report and 3Q Goals / M14-114
 - D. Planning & Development Report and 3Q Goals / M14-111
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. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES
BUILDINGS AND GROUNDS MEETING
September 2, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on September 2, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Dekirmenjian, Friedman, Triphahn, Chairman K. Evans

Absent: Comm Rep Kinnane, Snyder

Also Present: Executive Director Bostrom, Deputy Director / A&F Director Talsma, P&D Director Buczkowski, Parks Director Giacalone

Audience: Commissioners R. Evans, Greenberg, Kilbridge, Bickham

2. Agenda:

Commissioner Mohan made a motion, seconded by Comm Rep Dekirmenjian to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to approve the minutes of the August 5, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. Cannon Crossings fence bids/ M14-099:

Director Buczkowski reviewed the item. Commissioner Mohan asked how long staff had been working on this project and Director Buczkowski explained that it had been over a year. Commissioner Mohan asked if the district had to pay for these safety improvements and Director Buczkowski noted that the Village had money from the railroad for safety enhancements of the adjacent properties to limit access to the area. Commissioner Mohan asked that the district contact their attorneys to check on possible liability if there is ever an accident that involves the district's fence.

Chairman K. Evans asked about retrieving a soccer ball from around the fence and Director Buczkowski explained that they would have to walk around to reach the balls. He noted that from the end line to the fence was approximately 12 feet. Comm Rep Friedman noted that was not a lot of space.

Chairman K. Evans asked if they could add netting to the top of the fence behind the soccer goals. Comm Rep Dekirmenjian suggested keeping the six-foot fence around the baseball field and extending the soccer fence down past the baseball outfield.

Comm Rep Triphahn asked if they could change the posts to be able to put netting behind the goals. Comm Rep Dekirmenjian noted that they could just place the fence north and south and not around the goals.

Director Buczkowski explained that the vast majority of ball would not get past the fence and that would speed up the game versus the few balls that might go over the top.

Directors Buczkowski and Giacalone agreed that they could put a 15-foot netted extension on the fence behind the soccer goals. Staff will check with the low bid contractor on a price. Executive Director Bostrom noted that the Village would still cover the costs.

Commissioner Greenberg asked about fanning out the fence and Executive Director Bostrom noted that they would run over the property line and head into the ditch in the area.

Director Buczkowski explained that they had unit pricing for posts and fabric from the bid received that would determine the project's additional costs and noted that the committee could approve the bid amount and an additional change order.

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to recommend the board award the chain link fence project at Cannon Crossings Park to the low bidder, Custom Built Fence, in the amount of \$52,502 and a change order to cover the cost of the higher fence behind the soccer goals that will be presented to the board prior to approval. The motion carried by voice vote.

Director Buczkowski noted that the Village's budget for this item was \$75,000.

B. Naming Park Sites (Essex, Golf Rd Basin, 31 Summit) M14-090:

Executive Director Bostrom reviewed the item. Chairman K. Evans asked if the district had any particular person they wanted to name the park after in light of the district's 50 year celebration. Discussion ensued with regard to the established parks in the area, the additional area donated and purchased.

Director Giacalone explained that Essex Park already had a sign. Comm Rep Friedman said he liked the name, "Essex Park".

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Triphahn to rename Golf Road Basin and name the new property at 31 Summit Street as Essex Park, effectively extending Essex Park from its original location all the way to Golf Road/Rt. 58. The motion carried by voice vote.

C. Parks Board Report/M14-100:

Director Giacalone reviewed the report. Chairman K. Evans congratulated the maintenance department on the great job they did at Party in the Park.

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Friedman to send the Parks Report to the board as presented. The motion carried by voice vote.

D. P&D Board Report/M14-098:

Director Buczkowski reviewed the item. Commissioner R. Evans asked if there were any other parks slated for new playground in 2015 and Director Buczkowski said there were not.

Chairman K. Evans asked about bollards at Locust Park in front of the playground area where the street dead ended. Maintenance staff will check on the need for bollards, possible trees already in that location and/or placing trees there.

Comm Rep Triphahn made a motion, seconded by Commissioner Mohan to send the P&D report to the board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Commissioner Mohan noted that he saw Director Buczkowski at Golf and Moonlake every morning with the Marquee Sign project. Director Buczkowski noted that the contractor was fabricating the signs and looking to install them in early October. He noted that they would be in eight pieces and go over the poles now out there. Commissioner Mohan asked about the height of the signs and the distance from the ground and Director Buczkowski explained that they were 4-feet off the ground and would be approximately 16-feet from ground level to the top of the sign. It was also noted that there would be video cameras on the signs, primarily for review of the advertised material.

Comm Rep Triphahn reminded the committee that the Foundation was holding their Uncorked and Untapped Friday, September 19, 2014 and tickets were available.

8. Adjournment:

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to adjourn the meeting at 7:40 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

MEMORANDUM M14-113

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director of Park Services / Development & Risk Mgt.
SUBJECT: Golf course shoreline stabilization Phase 1
DATE: October 2, 2014

Background

The shoreline erosion of the golf course pond along hole # 10 has been on the Park District's radar and monitored for a number of years, especially the pond's north shore where the erosion has come within two feet of the town homes stackable block wall. (See the attached photo for reference).

The Park District is addressing the north shore first due to the threat of the wave action undermining the town homes stackable block wall. Although the entire pond needs an erosion control solution, this memo is only addressing the north shore. Additional shoreline controls will be addressed within the next couple of months as Phase 2.

Implications

Staff's solution to stabilize the north shore is to lay a three foot to six foot band of R-4 (12"-18" limestone rock) along the shoreline. The width of the rock band varies due to the amount of shoreline still in place adjacent to the stackable block wall. In discussions with the Village it was requested that we infill the pond about six foot out or less into the water in order to not make compensatory storage an issue. Staff is confident that the described plan will stabilize the north shore and protect the town homes' stackable block wall. This is the same erosion control solution that has been used at many other of our Park District ponds.

Staff secured complete pricing for the R-4 rock and the low quote is from Lafarge Aggregates in the amount of \$36.38 per ton which includes delivery. Staff believes the project can be completed for under the biddable amount of \$20,000. An unknown variable that could drive up the cost is the consistency of the pond bottom. If the bottom was very soft we could lose a lot of stone into the bottom's muck before it stabilized enough for us to get equipment out onto it. Staff does not believe this is a serious threat but it does need to be considered in the equation.

This project was not included in the 2014 budget, however, the project was included in the CMP's Capital Improvement Replacement Plan budget to be funded in 2015. Staff is requesting that this project be funded in this year's budget and deducted from the proposed 2015 budget. Staff believes that there is a window of opportunity during the month of November that both the weather conditions and workload of park staff will allow the project to be completed without adversely impacting park operations.

Recommendations

Staff recommends proceeding with the shoreline stabilization project and authorizing the purchase of R-4 rock in an amount not to exceed \$20,000.



Infrastructure Map

Buffer A Point | Buffer A Line | Buffer a Polygon | Street Name Search | Street Address Search | PIN Search | Print

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MEMORANDUM M14-117

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
SUBJECT: Release of the 1985 Declaration of Covenants
DATE: October 2, 2014

Background

In 1985 when Sears Roebuck and Co. purchased the Prairie Stone Business Park, it was encumbered with a restrictive covenant that regulated building codes within the business park. The restrictive covenants were with the Village of Barrington Hills and the Village of South Barrington.

An agreement was recently reached that releases the 1985 Declaration of Covenants. With the park district being an owner of property within the Prairie Stone Business Park (Prairie Stone Sports & Wellness Center), the park board agreed to the release of the 1985 Declaration of Covenants which removes future building code restrictions. The lawsuit which was settled required that a minimum of 51% of the property owners agree to the release of the Declaration of Covenants.

This is for your information only. No further action is required.

MEMORANDUM NO. M14-114

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Parks & Risk Management
RE: Parks Board Report – September
DATE: October 2, 2014

1. Re-grading of the area behind the WRC playground completed, area aerated, seeded, and erosion matting placed for re-growth fall and spring.
2. All sprinkler heads located and marked at Cannon East soccer in preparation for railroad fencing being installed. All valve boxes marked and uncovered to avoid potential damage.
3. All soccer goal mouths at Cannon Crossing repaired with thick cut sod and uneven areas top dressed and leveled.
4. Irrigation box area on the east side of Field Park redefined and prepped for seed and erosion matting installation.
5. Land bridge constructed at Eisenhower track to prevent track damage caused by semi-truck delivery of bio-solid fertilizer/soil amendment to the field. Top dressing scheduled to begin October 1, 2014.
6. Mowing schedule has lightened in light of the recent dry spell.
7. All perimeter mowing in preparation for controlled burns begun. All trees, fences, and shrubbery encircled or mowed to a 10 foot barrier to prevent fire spread.
8. Oasis Irrigation called to assist in replacement of the master valve at Eisenhower irrigation. Valve is a special order high-pressure valve we need to purchase from Oasis.
9. All of our 2014-2015 Burn Permits have been received from State, County & Village.
10. Fall trees (44) were ordered and are in with planting started. These trees are being used to replace some of the Ash trees lost to EAB.
11. Nursery stock was ordered for the community signs project and we have started planting some of the larger material that is out of the way of the sign installers.
12. 15 trees 3-4" were ordered and are in for planting at Winding Trails Basin, a project that Gary has been working on with the Village.
13. Re-mulching the wood chip paths at Black Bear Park has begun using our wood chips from tree trimming operations.
14. Fall tree trimming is starting and Ash removals continue.
15. Quotes on Native & Wildflower seed to supplement our natural areas have been received and will be ordered in the next couple of weeks.
16. Completed carpeting of boardroom at Triphahn Center.
17. Completed Armstrong playground repair; fixed and reinstalled railing on the honeycomb climber and plastic welded the plastic slide.
18. Painted the fencing at Bo's Run WRC.
19. Painted the pillars at the Olmstead shelter and started metal soffit and fascia installation.
20. Installed new door mats at Triphahn Center.
21. Installed new carpet at the front desk area at Triphahn Center

22. Painted area boxes for resident's scarecrows at Vogelei for Scarecrow Fest.
23. Fixed shelves in BPC coat room.
24. Continue to build new dog park toys.
25. Installed back up cameras on vehicles 503,538,532and 513.
26. Truck 475 installed snow plow.
27. Safety lane truck inspection completed on all dump trucks, buses and trailers.
28. Vehicle 495 installed alternator.
29. Daily maintenance and repair of mowers.
30. Started maintenance and repair on snow plow trucks.
31. Bus 510 installed new tires.
32. Truck 522 installed new front brake pads.
33. Seascape has been shut down and in the process of draining the pipes, cleaning and prepping all equipment for winter.
34. The maintenance team is re-sealing doors and prepping them for winter weather.
35. We are working on multiple LED lighting upgrade projects such as seascape under water lighting, PSSWC north wall, and TC running track lighting.
36. We have fixed multiple boiler issues as well as rodding out drinking fountains.
37. Many pumps in buildings across the park district have been rebuilt with new seals and had preventative maintenance done.

Hoffman Estates Park District – 2014 Goals
Parks Division

Report Date: October 2014

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun / NA = Not Accomplished

DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Purchase and install needed park amenities throughout the district	Purchase 80% by end of 3 rd quarter	IP	90% of budget is ordered
2	Complete 2014 assigned ADA projects as detailed in the ADA transition plan	Complete by end of 4 th quarter	C	One project assigned and completed

District Initiative 2: Achieve customer satisfaction and loyalty

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace TC carpet with carpet tiles	Complete by 3 rd quarter to minimize disruption to facility users	IP	Project 80% complete
2	Triphahn Center RTU-1 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
3	Triphahn Center RTU-2 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
4	Triphahn Center RTU-3 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
5	Triphahn Center RTU-6 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
6	Triphahn Center RTU-7 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
7	Triphahn Center RTU-8 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
8	Triphahn Center RTU-9 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
9	Triphahn Center RTU-10 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
10	Triphahn Center RTU-11 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
11	Triphahn Center RTU-12 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
12	Triphahn Center RTU-13 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
13	Triphahn Center CU-14 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
14	Triphahn Center CU-IT replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
15	PSSWC A/C-1 replace compressor	Complete by end of 3 rd quarter	IP	Securing competitive pricing
16	Vogelei Barn AH-1 replace unit	Complete by end of 3 rd quarter	IP	Securing competitive pricing
17	Vogelei Barn AH-2 replace unit	Complete by end of 3 rd quarter	IP	Securing competitive pricing
18	Vogelei Barn Furnace replace unit	Complete by end of 3 rd quarter	IP	Securing competitive pricing
19	Vogelei House Furnace -1 replace unit	Complete by end of 3 rd quarter	IP	Securing competitive pricing
20	Vogelei House Furnace -2 replace unit	Complete by end of 3 rd quarter	IP	Securing competitive pricing
21	Triphahn Center 50 Ton Carrier unit	Completed by end of 3 rd quarter	IP	Complete

District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Inspect district boundaries looking for encroachments and act upon them in accordance with procedure 1.045	Inspect Quarterly with completion in the 4 th quarter	IP	2 nd round of inspections are completed
2	Districts memorial programs	Expand By 5	IP	3 bench and 2 tree is completed
3	Adopt-A-Park program	Expand by 2 sites	IP	Poplar park has been adopted
4	Notify public of and implement the controlled burns of selected natural areas	Complete by end of 1 st quarter	IP	Spring burn season is complete. Will notify for fall burning if needed

DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administrate the Parks Division budget	Meet 100% of the timelines established by the finance division	C	Parks budget is complete and entered into the budget module
2	Develop the Park's and Risk Mgt. sections of the 2014 CMP	Complete by the district's adopted schedule	C	The parks division is current with all required documentation

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Apply for available DCEO rebates	Complete by end of 4 th quarter	IP	six rebates have been applied for 5 received

District Initiative 3: Effective and efficient use of our resources

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace 2008 Expedition	Complete by end of 2 nd quarter	C	Vehicle Has arrived
2	Replace 1997 Pickup Truck	Complete by end of 2 nd quarter	C	Vehicle has arrived
3	Replace 1999 Large volume mower	Complete by end of 2 nd quarter	C	Mower has arrived
4	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
5	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
6	Rebuild Seascape Filtration pump	Complete by end of 1 st quarter	C	Pump has been rebuilt
7	Rebuild Seascape body slide pump	Complete by end of 1 st quarter	C	Pump has been rebuilt

DISTRICT GOAL 3
Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Retro fit existing facilities with Green / energy efficient solutions with a primary focus on lighting	Complete by end of 4 th quarter	IP	Vogelei and WRC LED parking lot light are complete. Working on TC track lights , seascape underwater lights, and PSSWC north wall lighting
2	Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 1 st quarter	C	All lake shores have been over seeded
3	Enhance natural areas by controlling invasive plants / weeds	Complete by end of 2 nd quarter by keeping natural areas with no more than 20% weed growth per location	C	Hand pulling and herbicide applications are 95% complete
4	Purchase and plant trees, shrubs, and flowers throughout the district	Complete by end of 4 th quarter	IP	trees are 80% planted

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain Parks Division's compliance with IPRA's Environmental Report Card	Complete by end of 4 th quarter	C	Park's division is in compliance

District Initiative 3: Advance environmental and safety awareness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain PDRMA accreditation for the parks division	Accreditation maintained with a division score of at least 95%	IP	Currently on track
2	Oversee all divisions PDRMA accreditation	Accreditation maintained with an overall district score of at least 95%	IP	Currently on track
3	Maintain the District's accident reports and review claims	Review 100% of accidents and recommend corrective / preventative actions	IP	District wide accident reports are in my file
4	Keep the Parks Division current with new PDRMA requirements	Review all new material and inform all divisions of the changes	C	Added new and revised programs to the safety manual
5	Add playground safety surface to required locations	Complete by end of 3 rd quarter	C	Surface added to Birch, community, highpoint, Hoffman, pine, TC, PSSWC, and Cannon playgrounds

DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 1: Develop leadership that ensures work force readiness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Instruct and train members of the training committee on district wide trainings	Complete by end of March 2014	C	Communicated expectations to the training team

District Initiative 2: Build organization culture based on I-2 Care Values

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Regularly reinforce the I-2 CARE Values	Complete by end of 4 th quarter	IP	Review at January, February and March, April, May, June, September meetings

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Train and document 100% of all staff on job specific and mandatory training with in the Parks Division	Within one week of their employment start date	C	All full time staff and seasonal training is complete

MEMORANDUM NO. M. 14-111

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning & Development
RE: Planning & Development Board Report
DATE: October 2, 2014

1. 31 Summit Demo

The demo contractor completed his work on 9/26/14. The only extra incurred was for the removal of the fuel storage tank which was approved as an extra to the contract in the amount of \$950. The contractor filled in all existing demo areas with soils that were generated during the demo process. The only issue that exists is that those areas do not have any topsoil on them at this time. Staff has estimated approximately 500 yards of topsoil will be needed to complete the demo process. One option being looked at is to solicit contractors to see if excess top soil from other projects could be brought to the site at little or no cost to the district. If such a source could be found, it may happen yet this fall or more likely next spring or summer. If such an arrangement were not feasible, staff is estimating the cost to bring in topsoil to be between \$20,000 and \$25,000 which would include rental of a machine to spread the material.

2. Marquee Signs

Walton Signage, the district's sign contractor, is providing weekly updates on the fabrication of the 4 signs which are now set to be delivered starting October 21st. The message boards produced by Watchfire were completed on September 23rd and have been fully tested. Two boards, a large and small, have been shipped to the sign fabricator so that the steel frame could be tested to make sure that the message boards will fit once they are on-site. The four electrical services have been energized and are now ready for the sign delivery and installation. Parks Maintenance and golf course staff have begun to install the large plant material in an effort to get ahead of the final installation process which may not be completed until after November 1st.

3. Cannon Crossings Fence

The fence contractor began demolition work and installation of the new fence on September 29, 2014. One issue that occurred was the removal of the outfield fence on diamond #3 which was still being programmed for adult softball. While the fields were still playable, the loss of the outfield homerun fence changed the dynamics of the game in that ground balls hit in the gaps ended up being ground rule doubles. Weather permitting, the new fence on diamond 3 should be up sometime Monday, October 6th with the soccer field being completed by the end of the week.

4. 2015 Playground Plans

Staff continues to work with playground vendors to identify performance concepts to be presented to the public and elected officials. Because of anticipated price increases, identifying comparable play value compared to last year's design has been an issue. Staff's goal is to have at least two designs for each park to present to the public for their review and comments.

**Hoffman Estates Park District – 2014 Goals
Planning & Development Division**

Report Date: October 2014

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DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Design and implement corrective solutions for ADA issues listed in the District's ADA Assessment Plan	By December 31,2014	C	Solutions for Poplar, Seascapes & Olmstead south walk were completed early this year and will be implemented as part of the construction projects awarded in March. All scheduled items were completed by end of June.
2	Develop in cooperation with Recreation staff, an activity tracker program to respond to the obesity concerns with the youth of the community.	Pilot program to be run with summer camps 2014 and documented prior to October 1, 2014.	IP	Planning staff has successfully tested a device which can be used to track activity/movement. The platform is designed to be used by children in the age group 8-12 years old. Staff is currently working with recreation staff to find a funding source to Beta test units locally with children. Technology costs to run a three month program would be about \$1,500 for one hundred participants for three months. Staff met with Alexian Bros. to partner with their Verizon grant program. More details will be presented in 3Q.
3	Construct an accessible swing at Eisenhower Park requiring state funding and coordination with Parks Division staff.	By September 2014	C	Materials for the project have been ordered and will be available for maintenance staff to install once classes are out for summer break. Staff is currently awaiting the executed agreement with the State of Illinois. Once that agreement is in hand maintenance personnel will be notified to begin the construction process. Project was completed in August and is now in use by the public. Staff is

				currently completing grant paperwork for state reimbursement.
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District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace existing Marquee signs at various park locations with modern electronic message board systems. Voagelei, Triphahn, Willow & BPC	By December 1,2014	IP	Final design concepts were completed and public input meetings were scheduled in the month of March. Staff will present plans to committees and board in April. Award of a contract for installation of the four signs was approved by the full board at the June park board meeting. The contractor is now completing the final design engineering of the signs to be submitted to the Village code enforcement department for review and permitting. The signs are currently being fabricated and are scheduled to be shipped and installed at the end of October. Foundations and electrical services were completed at the end of September in preparation for the install of sign units.
2	Evaluate the development and implementation of a Park Portal communication device in coordination with Recreation, C&M and Parks Divisions.	Test devices and technology along with soliciting customer interest through surveys to determine long-term viability and interest of concept as a communication tool for the district prior to November 1, 2015.	C	Staff has completed concept plans and is confident that the technology is available and reliable to make this program work. Fundamentally the district is not in a position to make the commitment to develop and make time sensitive information available. Such information must be refreshed in a timely way if the program is going to be sustainable. Staff is currently developing video articles and/or stories to be used during the pilot test of I Parks which will include play activities for the youth of the community. I Parks will be available beginning in April 2015. The number of user hits will be documented to determine public use of concept and ultimate viability of concept as a communicative tool.

DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administer the Planning and Development division budget and meet all time lines established by the Finance division.	By November 1 2014	IP	The sum total of all projects awarded to date is currently at or below budgeted total amounts.
2	2014 Capital Projects at or below budget amounts	End of 4 th Quarter		

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Coordinate construction of hotel at BPC	Contingent on partnership & agreement	NB	HEPD is still waiting for a potential interested investor to commit to the project.
2	Work with Admin Department to secure a means to fund the Marquee Project at no or minimal cost to existing programs and tax payers.	End of 4 th Quarter	C	Planning staff along with Admin. Staff has identified Windsor Outdoor as a potential advertising agent. Staff will be presenting an advertising agreement with Windsor at the April A&F meeting. The board has approved an agreement with Windsor to sell ad space on four of the eight sign faces.

District Initiative 3: Effective and efficient use of our resources

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Research, develop and recommend Planning & Development section of the 2014 CMP including recommended CIRP projects, goals and objectives.	By May 2014	C	Planning has prepared a capital replacement plan for existing amenities to address the districts needs for 2015-2019. That plan will be presented to the board for approval by the end of the year Possible new project are currently being reviewed and of formulated for consideration by the board. Planning staff has completed all research items and prepared recommendations to be considered as part of the 2014-2019 CMP.
2	Research green alternatives for each of the CMP identified and / or future identified projects.	Research and implement as part of the 2014 budget and bid processes.	C	As part of the playground replacement process planning staff looked into the possibility of recycling the old equipment for

				<p>third world countries. Unfortunately the company who is involved in the process evaluated our equipment and saw no value in perusing it with HEPD. With this in mind staff made recycling the old obsolete materials a requirement of the installation bid. Metal and plastic will be salvaged for scape value.</p> <p>New playground equipment used in the replacement program must consist of no less than 5% recycled content.</p>
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DISTRICT GOAL 3
Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop conceptual plans for the renovation and improvement of Chino Park.	By July 2014	NB	No program information at this time from recreation department.
2	Replace Locust Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified. Completed May
3	Replace Willow Recreation Center Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May
4	Replace Cottonwood Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May
5	Replace Poplar Park Playground	By August 2014	IP	Designs completed and bid, Materials ordered and installer identified
6	Repair and/or re-coat tennis courts (15 tennis/6 pickleball) Charlemagne & South Ridge total re-coat. All others patch cracks.	By August 2014	C	Contractor identified and now under contract to complete this work. Completed June
7	Repair and re-coat the inline rinks at Community and Pine Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
8	Repair and/or re-coat the basketball courts at Olmstead, Charlemagne & Victoria Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
9	Patch and/or sealcoat parking lots at Olmstead Park, Triphahn Center, Seascape and BPC.		C	Contractor identified and now under contract to complete this work

		By August 2014		Completed June
10	Shoe Factory to Prairie Stone Bike Trail coordinate with Village/ Cook County Forest Preserve/IDOT/Illinois Toll way.	Ongoing , anticipated completion fall 2016	IP	Engineering design is currently underway. Concepts have been developed by the toll way engineers for the construction of the bike trail bench under the toll way as part of the bridge reconstruction.
11	Work with NIRC to maintain and expand Raptor programs at Voegelei according to plans approved by the Park Board	Fall 2014	NB	
12	Design projects utilizing Smart Cad		C	All 2014 project were designed and estimated utilizing Smart CAD technology. 2014 projects designed with SMART CAD were constructed and tracked utilizing quantities driven by drawing data base information.

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Proragis – Coordinate and maintain all district current statistical data as required by Proragis.	By December 31, 2014	NB	

DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	CE Courses by Planning Staff	End of 4 th Quarter	IP	Goal is 14. 7 CEU's obtained to date.