



1685 West Higgins Road, Hoffman Estates, Illinois 60169

[heparks.org](http://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, JULY 21, 2020**  
**7:00 P.M.**  
**\*Room 113 of the Triphahn Center**  
**(Northside – 50+ Program Rooms)**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - June 16, 2020
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. The Club at Prairie Stone Locker Room Flooring / M20-081
  - B. Parks, Planning & Maintenance Board Report / M20-078
  - C. Amended B&G 2020 Goals & Objectives / M20-085
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.



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



**MINUTES  
BUILDINGS AND GROUNDS COMMITTEE MEETING  
June 16, 2020**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings and Grounds Committee was held on June 16, 2020 at 7:03 p.m. remotely via ZOOM.

Present: Chairman Kinnane, Commissioner R. Evans, Comm Reps Aguilar, Bettencourt, Friedman, Poeschel

Absent: Comm Rep Sernett

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Parks, Planning and Maintenance Huguen, Director of Golf and Facilities Bechtold, Executive Assistant Logan

Audience: President Kaplan, Commissioners Chhatwani, K. Evans, McGinn, Kilbridge, Comm Rep Wilson

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Friedman made a motion, seconded by Comm Rep Poeschel to approve the minutes of the February 18, 2020 meeting as presented.

On a Roll Call: Carried 6-0-1

Ayes: 6 R. Evans, Aguilar, Bettencourt, Friedman, Poeschel, Kinnane

Nays: 0

Absent: 1 Sernett

4. **Comments from the Audience:**

None

5. **Old Business:**

None

6. **New Business:**

A. **Parks, Planning & Maintenance Board Report / M20-067:**

Director Hugen reviewed the item noting the last B&G Committee Meeting was held in February pre-pandemic. The June Board Report as presented is an update of all that has been done by the Parks, Planning & Maintenance Department during the pandemic (mid-March through mid-June).

Director Hugen touched on the levelness of the Pickleball courts at Fabbrini. He explained that over time, the subsoil has settled causing a slope at the tennis court end of the courts. The only realistic solution is a huge construction project that will likely only serve as a one to two year band aid; the cost of which is an estimated \$40,000 - \$50,000 and have to be redone every two years. The only other alternative would be to redo the entire tennis/pickleball court structural area, which would be a huge undertaking and costly.

Director Hugen touched on whether or not extra gates will be added to the outside fencing and inside fencing of the pickleball courts at Fabbrini. He noted the fence running through the middle of the pickleball courts will have two gates put in it allowing players easy movement between courts. He noted that adding more gates to the perimeter of the courts is not something that is being considered currently. If it were to be something staff would pursue, in addition to the changes of the perimeter fencing, the project would require an ADA compliant sidewalk to be put in, too. The project as a whole would be a huge undertaking and costly.

Comm Rep Friedman asked about the maintenance status of baseball fields. Director Hugen noted staff has maintained the baseball fields during the pandemic and the fields will be ready for when baseball is allowed again.

Commissioner K. Evans asked about the planned projects at the pickleball courts at Fabbrini and wanted confirmation on when the courts are open for public use. Director Hugen noted two gates in the four foot fence are to be installed and confirmed the pickleball courts opened on Friday, June 5.

Commissioner K. Evans asked if mud jacking is a potential solution to the sloping problem at the pickleball courts at Fabbrini. Director Hugen noted that since the

material is asphalt, adding concrete under the asphalt would add additional weight to a subbase that is already unable to support the weight and explained that it is not a feasible solution.

Commissioner K. Evans asked what happens to discarded playground equipment. Director Hugen explained that all playground equipment is being taken to the recycle center and the District receives cash back for the material. Any discarded mulch was offered to the community for free and pick-up locations were at Cannon, Triphahn Center, and Willow Recreation Center.

President Kaplan asked if the tennis court at Fabbrini has been lined for pickleball. Director Hugen explained that it will be lined. The contractor was unable to get it done in time for opening on Friday, June 5; as the Restore Illinois guidelines were released allowing for the outdoor pickleball play, staff did not want to keep the public waiting in order to finish lining the tennis court with pickleball court lines. The contractor will be returning at a later date to complete the project.

President Kaplan asked about a fence going between the tennis court and the pickleball courts at Fabbrini. Director Hugen explained that in the preliminary design of the courts, there was to be a fence between the tennis court and pickleball courts; however, with the limited amount of space, adding the fence would create a safety hazard, plus the design and layout would be inconsistent with our other parks which do not have barriers between courts.

Comm Rep Aguilar asked about the estimated cost of repairing the slope at Fabbrini from scratch. Director Hugen estimated the project to cost at minimum \$250,000 - \$300,000.

Comm Rep Bettencourt made a motion, seconded by Commissioner R. Evans to send the Parks, Planning and Maintenance Board Report M20-067 to the board for approval as presented.

On a Roll Call:	Carried 6-0-1
Ayes:	6 R. Evans, Aguilar, Bettencourt, Friedman, Poeschel, Kinnane
Nays:	0
Absent:	1 Sernett

7. **Committee Member Comments:**

Comm Rep Aguilar and Bettencourt complimented staff on a good job.

Comm Rep Poeschel thanked staff for the timely and comprehensive reports throughout the pandemic.

Comm Rep Friedman noted Hoffman is well positioned to welcome back baseball once the pandemic restrictions are lifted.

Commissioner R. Evans commended staff on their efforts. He noted there is an IAPD webinar available for viewing on Thursday, June 18 at 11:00 a.m. to discuss high focus communication for face-to-face and email.

Chairman Kinnane thanked the staff for their efforts with the hockey program. He has received positive feedback from hockey patrons who feel they've received a personalized experience and are very happy. He added the golf course looks great and patrons have provided positive feedback to him on the course and the experience.

**8. Adjournment:**

Comm Rep Aguilar made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:28 p.m.

On a Roll Call:	Carried 6-0-1
Ayes:	6 R. Evans, Aguilar, Bettencourt, Friedman, Poeschel, Kinnane
Nays:	0
Absent:	1 Sernett

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant

## MEMORANDUM M20-081

**TO:** B&G Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
Brian Bechtold, Director of Golf & Facilities  
**RE:** The Club at Prairie Stone Locker Room Flooring  
**DATE:** July 21, 2020

---

### **Background:**

The overall plan for the renovations to The Club at Prairie Stone was originally broken down into two phases with phase two to be completed in 2021. Part of the phase two project was the renovation of the locker rooms in both the community and club locker rooms. This project was presented to the Board of Commissioners on March 12, 2020 to allow staff to go to bid immediately and have the project possibly completed while the facility is closed due to the COVID-19 pandemic.

With the facility just reopening, the club locker rooms will remain closed until the project is finished. The lockers and install has already been Board approved, ordered and set to arrive for install the week of August 10. The flooring is the last portion of the project.

### **Implications:**

Staff prepared the bids for the flooring which is a Rock Tread Epoxy flooring. This will get rid of the carpet in the club locker room (which holds moisture) and cover the small tiles in the community locker rooms. The area in the lockers rooms that used to be carpet will now be an epoxy anti-slip floor that is easy to clean with a professional appeal. In the community locker rooms, the product will go directly over the floor and wall tiles, allow for the entire lockers to be cleaned with one product and hosed off, if needed.

Originally, the lockers were scheduled to be installed prior to the flooring in the member locker rooms, with the lockers arriving on August 10. The flooring contractors feel confident they will be able to finish the floors and have the floors cured prior to the lockers arriving on August 10, if we get started as soon as possible. RANCO Services is able to start this project on Wednesday, July 22 pending Board approval. This will allow for the project to be completed on-time and to have the member locker rooms open by September.

Bids were opened electronically on July 13, 2020 at 11:30am. We received three bids from the following contractors: RANCO Services, Tiles in Style LLC and Mazarini Inc.

The results from the bid are posted below.

Name	RANCO Services	Mazarini Inc.	Tiles in Style LLC
Bid Bond	x	x	x
<i>Community Locker Room</i>			
<b>Community Locker Room (Cost per SQFT)</b>	<b>\$7.00</b>	\$13.60	\$18.67
<b>Community Locker Room (total cost)</b>	<b>\$11,235.00</b>	\$21,828.00	\$32,964.00
<i>Club Locker Room</i>			
<b>Club Locker Room Flooring (Cost per SQFT)</b>	<b>\$8.00</b>	\$11.36	\$15.84
<b>Club Locker Room Flooring (total cost)</b>	<b>\$22,400.00</b>	\$31,808.00	\$48,786.00
<i>Community Locker Room Walls</i>			
<b>Community Locker Room Walls (Cost per SQFT)</b>	<b>\$8.25</b>	\$22.00	\$17.06
<b>Community Locker Room Walls (total cost)</b>	<b>\$29,535.00</b>	\$78,760.00	\$67,168.00
<b>Grand Total</b>	<b>\$63,170.00</b>	\$132,396.00	\$148,918.00

RANCO Services is the lowest qualified bidder at a total of \$63,170. This amount was anticipated to be around \$60,000 when developing the overall budget for the locker room renovations. For the entire project, staff had a \$350,000 budget to work with; this was explained in Memorandum M20-060 The Club at Prairie Stone Locker Room Renovation which was presented at the May Regular Board meeting. Overall, with the purchase of the lockers and install, flooring install, in-house demo, and install of community lockers, staff anticipates being under the \$350,000 anticipated budget. Also, the \$350,000 anticipated budget is \$50,000 under the original projected budget for the phase two locker room renovations.

### **Recommendation:**

Staff recommends the B&G Committee recommends to the Board awarding the bid to RANCO Services for a total of \$63,170 with a 5% contingency (to cover installation extras) of \$3,160 for a total of \$66,330.

## Memorandum M20-078

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance June Board Report  
**Date:** July 21, 2020

---

### TC ICE RINK 2 RENOVATION

Minnesota Ice (MN Ice) completed the sub floor additional work on Friday, June 19, and the concrete passed all inspections. This allowed the contractor to start cleaning the surface for the install of the drainage boards and pea gravel. The drainage boards are the base to the new floor that had construction start on July 1. Currently, we are still on schedule with the concrete pour of the new rink set for July 31.

As previously mentioned, the underfloor concrete had to be removed and this change order from contingency was completed. We are operating with a board approved contingency of \$185,930. The concrete removal was change order #1 for a total of \$65,067.18. Just recently, we were given change order #2 for the mechanical room. With two new systems being installed, MN Ice recommended using Dual Temp to update our mechanical system to meet the needs of our new rinks. This change order totals \$28,921.

Staff has also been looking into our Zambonis because we are unable to make smooth cuts of ice currently. When the rinks heaved, getting onto and off the ice there was a four to six inch edge to the rink, causing damage to the Zamboni's blades. If major repairs are needed to the Zambonis caused by the rink failures, a portion of the remaining contingency could be used for these repairs, as well.



### THE CLUB RENOVATIONS

The Parks Department started the construction of the new locker areas within the Men's and Women's Club Locker Rooms. All of the old lockers were removed, stored in the back drive, and then placed in a dumpster for removal. The frames that the lockers are set on must be repaired and, in some cases, replaced to meet the specifications of the new lockers. Staff is responsible for the removal of the carpet in these locker rooms as well. Once staff is complete, all that will remain in the locker areas is the base on the floor for the lockers and electric runs coming through the wall.





**SOUTH RIDGE OSLAD (project can be followed at <https://www.heparks.org/general-information/parkprojects/> via drone footage)**

**June 5 -June 11, 2020**

The waterline was completed including the stand pipe within the splash pad control room. The restroom / splash pad control room foundation was dug and poured by the concrete contractor who is now on the site. The new park entrance apron curbs were excavated and poured. When the concrete in these curbs cure, stone will be placed and this entrance will become the construction access point. The existing entrance apron and drive will be permanently removed. The earthwork contractor continues to move along with the establishment of subgrades in the main park area.

**June 12 -June 18, 2020**

The concrete contractor has made great progress both in the installation of curbs and flatwork, so much so that he has caught up the earthwork contractor. Park District staff installed the spray pad manifold and associated piping to the splash pad. The playground equipment installer has begun the installation of the splash pad features and is 65% complete with his work. Park District staff installed the new electrical service wiring from the transformer location to the restroom / splash pad water control room. Final power connection will be done by Commonwealth Edison and the utilities contractor's electrician once the restroom structure is completed.

**June 19 -June 25, 2020**

Excluding the pathways, earthwork on the playground and parking lot is 70% with underground utilities approaching 95% completion. The underground plumbing was completed in the restroom and splash pad control room during this period. The playground equipment installer completed installation of all the spray pad features in preparation for the concrete pour. Wood fiber mulch was delivered and is now staged in the zip line play area. Upon completion of the zip line structure, Park District staff will spread this material which will act as the fall surface in this area. The concrete contractor has completed 90% of the flat work including all of the splash pad area. Park District staff has moved all of the playground, fitness and splash pad features to the site in preparation for installation scheduled to begin next week. Once that installation begins, the park should visually come to life.

June 26 –July 2, 2020

The utility contractor has completed the installation of all underground storm sanitary sewer piping. The only items that remain are adjustments to frames and grates, the testing and chlorination of the water service, and final sign-offs from the Village and Metropolitan Water Reclamation District. The earthwork contractor continues to establish final subgrades, backfill curbs and walks, and haul excess earth away from the site. The concrete contractor has installed 100% of the curbs and 97% of the walkways. The final concrete flat work will be done upon completion of the playground equipment installation and the finalization of topsoil spreading. The playground equipment installer completed set-up of all fitness equipment and will be moving on to the playground equipment next week.



## **PRINCETON PARK**

Park District staff was able to work on the landscaping and restoration work at Princeton Park and have it finished by the time the State allowed playgrounds to open on Saturday, June 27. The entire area around the splash pad needed to be graded, soil added and sod/seed laid. During the time that the restoration was taking place, crew were also planting new landscapes where evergreen trees were removed. These trees were removed to avoid numerous maintenance issues with the evergreen trees so close to the splash pad.

Staff was able to complete the install of all water lines to the splash pad as well as electric. A new drinking fountain, which the plumbing has been done and concrete pad poured, and the installation of the splash pad features are all that remains to finish the project at Princeton.





## **OTHER**

Vogelei Park has achieved Arboretum Accreditation at Level I through The Morton Arboretum for exemplifying standards of excellence in the arboretum community. This recognition of professional standards and capabilities is an important milestone for our organization and it represents our advancement of goals specific to tree-focused public gardens. (See attached for Accreditation letter and certificate.)

Other duties performed by the Parks Department during the month of June:

- Continue to caution tape playgrounds
- Install playground canopies
- Spin all playground mulch, remove debris and inspect all playgrounds to open
- Install windscreens at baseball/softball fields
- Build and install shelving for sanitizer stations at TC
- Remove old “playground closed” signs and install “playground open” signs
- Park mowing and garbage removal
- Landscaping completed at TC, The Club, and WRC
- Sports fields preparations
- Park ID signs landscape and weed removal
- HVAC checks and repairs
- Hot water issues at Bridges; repairs have been made
- Lap pool put in operation at The Club
- Activity pool was leaking from the seals in valves. Leak detection was completed and confirmed. Contractor to make repairs on July 7.
- Electrical repairs at Bridges and The Club repaired
- Water line break at The Club repaired
- Mower maintenance and repairs
- Vehicle checks and repairs
- Ball field groomers serviced and some minor repairs completed



THE  
CHAMPION  
of TREES

4100 Illinois Route 53 • Lisle, IL 60532  
630-968-0074 • [mortonarb.org](http://mortonarb.org)

July 15, 2020

Mr. Dustin Hugen  
Vogelei Park  
PO Box 650 W. Higgins Rd  
Hoffman Estates, IL 60169

Dear Mr. Hugen,

Congratulations on achieving Arboretum Accreditation at Level I for Vogelei Park.

This recognition of professional standards and capabilities is an important milestone for your organization, as well as represents the advancement of goals specific to tree-focused public gardens. As part of the Morton Register of Arboreta, you have an important role in our shared purpose to plant and conserve trees, and accreditation in this work acknowledges your commitment to and fulfillment of professional criteria.

I encourage you to participate in ArbNet, the interactive community of arboreta, to share knowledge, experience, and other resources that help us as arboreta to carry out our collective mission for a greener, healthier, and more beautiful world.

Again, congratulations on your accreditation, and for exemplifying standards of excellence in our arboretum community.

Sincerely,

Gerard T. Donnelly, PhD  
President and CEO



## ARBORETUM ACCREDITATION PROGRAM

*Vogelei Park*

## LEVEL I ACCREDITATION

*Granted July 2020 and in effect through July 2025*

---

GERARD T. DONNELLY, PHD, ON BEHALF OF THE ARBNET ACCREDITATION PROGRAM

THE ACCREDITATION PROGRAM RECOGNIZES ARBORETA FOR ACHIEVING PROFESSIONAL STANDARDS  
TO ADVANCE THE PLANTING AND CONSERVATION OF TREES

## MEMORANDUM M20-085

**TO:** B&G Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Amended B&G 2020 Goals & Objectives  
**DATE:** July 21, 2020

---

### **Background:**

The District approves staff's annual goals during the budget process in the fourth quarter of the previous year. Goals (objectives) for the 2020 calendar year were approved during fourth quarter 2019. Staff had begun working on the approved goals in 2020 and many were in process and some even completed by the time the COVID-19 pandemic hit.

The COVID-19 pandemic resulted in the State of Illinois guidelines which directly impacted the ability of our District to operate starting in mid-March of this year. From that point on, the District was very limited in what we have been able to offer to the community. These limitations are still in effect four months later, and there is no end date for when we can return to normal operations.

Staff has reviewed all of the previously approved goals and objectives for 2020 and has evaluated the ability to still achieve each objective. Many objectives are no longer practical whether from the reduced ability to operate or simply because we have cut funding in an effort to reduce expenses during this time of economic hardship.

Despite adjusting goals, it must be realized that staff has accomplished numerous other objectives during the pandemic time from establishing and enforcing safety and cleaning protocols, to offering innovative programs, to adjusting facets of facility usage, all in order to adhere to strict State of Illinois guidelines. These have not been itemized because we wanted to present the goals and objectives as originally approved. Please refer to the last four months' worth of Division Board Reports for a complete list accomplishments.

### **Implications:**

All goals for each department have been reviewed and are being presented to the appropriate committee for approval. Each goal is presented in its original form.

Each goal has been color coded based on the following criteria:

Red = Not practical to complete

Yellow = Can be completed with modification

Green = Can be completed without modification

The status of each goal has been identified based on the following:

C = complete

SC = substantially complete

IP = in progress

NB = not begun

Each goal has been identified by status and color coding to show both the status of the goal as well as the likelihood of completion. For example, if a goal is no longer achievable due to the COVID-19 pandemic, it might have still been in process (IP), however it is no longer practical (red). Many goals can still be achieved though they might take a somewhat different direction and therefore modified in some fashion (yellow). For instance, to complete the goal of adding new in-person classes might now have been modified to add new virtual classes. Goals that can still be achieved without modification may have already been completed (C), are in progress (IP), or occur later in the year (NB), and we feel these are still attainable as originally presented (green).

**Recommendation:**

Staff recommends the B&G Committee recommends to the Board approval of the Amended B&G 2020 Goals & Objectives as presented.

**HOFFMAN ESTATES PARK DISTRICT  
2020 BUDGET GOALS & OBJECTIVES  
PARKS, PLANNING & MAINTENANCE DIVISION**

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun  
**Green** = Can be completed without modification / **Yellow** = Can be completed with modification / **Red** = Not practical to complete

**DISTRICT GOAL 1: HEALTHY & ENJOYABLE EXPERIENCES**

Objective/Goal	Performance Measures/Action Plan	Status	Modification
Conduct a tree seedling planting event in April.	The event will showcase proper tree maintenance from planting to caring for fully grown trees.	C	Virtual
Goal Comments	Staff performed a tree planting at Vogelei Park. It was recorded and posted to the website. For Vogelei Park, we have achieved Arboretum Accreditation at Level I for exemplifying standards of excellence in the arboretum community.		
Hold a volunteer park clean up in April, where residents have the opportunity to help beautify their neighborhood parks through weed removal, garbage pick, edging landscape beds, cleaning park structures and painting.	Working with the Recreation Department to hold the event in conjunction with Earth Day on Wednesday, April 22, 2020.	NB	
Goal Comments	Group gatherings were not permitted during the month of April.		
A volunteer invasive plant removal. Will be scheduled for July based on the quantity of invasive plants and locations.	Location will be selected prior to June 1 <sup>st</sup> for C&M Department to advertise the event.	NB	New Date
Goal Comments	Event will take place in October 2020 instead of July 2020.		
Combine our Seed Collection at Charlemagne Park with a Parks Department run educational event of shoreline management and why HEParks maintains the shorelines with native buffer zones.	Reach out to community scout groups to partner with on this event.	IP	
Goal Comments	Event can still run as planned; currently reaching out to local scout groups and volunteers for interest.		



Work with local boy scouts/girl scouts/local schools to hold three events per year. Events consist of bird house building projects, nature walks, school horticulture field trips, etc.	Contact local leaders to set-up events.	NB	
Goal Comments	Group interaction is limited due to COVID-19 guidelines.		
Work with PDRMA to determine a location for winter sport options such as cross country skiing or outdoor ice skating and district responsibilities to allow residents a location for cross country skiing and outdoor ice skating.	Work with PDRMA to determine a location and district responsibilities to allow residents a location for cross-country skiing and/or outdoor ice-skating. Have Plan develop for winter of 2020/2021.	NB	
Goal Comments	Not practical due to COVID-19. We will reevaluate for 2021.		

### **DISTRICT GOAL 2: SOCIAL EQUITY**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>	<b>Modification</b>
Ensure new parks are ADA compliant.	South Ridge, Princeton, Pine	SC	
Goals Comments	Princeton is completed, South Ridge is in progress, and Pine was moved to 2021 for COVID-19 cost cutting.		

### **DISTRICT GOAL 3: FINANCIAL STEWARDSHIP**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>	<b>Modification</b>
Develop a plan for the location of the bike park, amenities to be located at the bike park and budget for completion.	Using possible grants have future budget proposal.	NB	
Goals Comments	Grants on hold due to COVID-19 cost cutting.		

#### **DISTRICT GOAL 4: OPERATIONAL EXCELLENCE**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>	<b>Modification</b>
Omlstead & Willow Tennis Court Re-Color	Bids opened 1Q. Complete in 2020	IP	
Goals Comments	Fall completion		
All Recreation Court Sealant	Bids opened 1Q. Complete in 2020 based on Recreation schedules.	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
RTU #1 at The Club new coils	Complete July 2020	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Crack fill/Sealcoat at Cannon, Freedom and Bridges	Complete in 2020 during slow operating times to provide least disruption possible to Operations	C	
Goals Comments			
Cannon Crossing Baseball Paths Construction	Complete in 2020 during slow operating times to provide least disruption possible to Operations	IP	
Goals Comments	Getting prices for fall completion.		
New Ballfield Groomer	Purchase by 2Q	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Replace Bobcat 873 with Track Bobcat	Purchased in February 2020	C	
Goals Comments			
Elevator at Willow Recreation Center	Complete in 2020 during slow operating times to provide least disruption possible to Operations	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Pine Playground Renovation	Bids opened 1Q. Complete in 2020	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Princeton Playground Renovation	Bids opened 1Q. Complete in 2020	C	
Goals Comments			
Princeton Splash Pad	Bids opened 1Q. Complete in 2020	C	
Goals Comments			
New Skylights at Willow Recreation Center	Complete in 2020 during times to provide least disruption possible to Operations	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Dodge Ram Van	Purchase in 2020	C	

Goals Comments			
Crew Fleet Truck	Purchase in 2020	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		
Crew Fleet Truck	Purchase in 2020	NB	
Goals Comments	Evaluating if required for fall crews; if so, will purchase for fall 2020		
Hire consultant for roof at The Club	Hold RFP in 1 <sup>st</sup> Quarter, develop plans by 4 <sup>th</sup> Quarter	NB	
Goals Comments	Based on previous consultant's reports, we have an internal plan, we will not hire a contractor, and we will need funds to fix leaks in order to increase the lifespan of the roof.		
Birch Park OSLAD	Planning, permits and demo in 2020	IP	
Goals Comments	In Progress		
South Ridge Park OSLAD Grant Project. Planning took place in 2020. Project will be completed in two phases, foundations and installs. Earth work, utilities, paths, parking lots, concrete and drainage in phase one. Phase two is the install of playground, splash pad, fitness and bathrooms.	Phase one to start as early as weather will allow in 2020, with project completion by December 2020.	IP	
Goals Comments	Project is roughly 60% complete. Also, due to COVID-19, we will time the opening of the park for early fall instead of summer.		
Create a playground replacements plan. This will be based on locations and usage using school sites, community parks or neighborhood park as our categories. Our in-house inspections will also play a role, with the new living document tying to GIS.	Complete living document for playground replacements in 2020.	IP	
Goals Comments	In Progress		
Utilize GIS to develop Utility Maps	The maps will be developed to show where all utilities are in parks or buildings to allow staff to operate in a safe manner. Complete in 2020	IP	
Goals Comments	In Progress		
Add pickleball courts to Fabbrini Park.	Bid out project by end of 1Q. Completed construction in 2020.	C	

Goals Comments			
Provide plan for updated irrigation systems at Cannon, Victoria and Eisenhower fields.	Complete plan with budgets and timelines for possible 2021 consideration. Plan to be completed by October 2020.	NB	
Goals Comments	Moved to 2021 as a cost reduction due to COVID-19.		

### **DISTRICT GOAL 5: ENVIRONMENTAL AWARENESS**

Objective/Goal	Performance Measures/Action Plan	Status	Modification
Naming of park space for correct use.	The district owns multiple areas that are in flood plains and wetlands that are currently deemed parks. By changing the names of these areas to greenways or basins, it will let residents know that a playground does not exist and it is only open green space. This will also tie into our Natural Area Management Plan. Complete in 2020.	IP	
Goals Comments	In Progress		
Implement new mowing patterns for areas designed as detention that will aid in plant health, wildlife and water control.	Develop plan in the winter of 2020 for implantation in the spring of 2020 that involves wetland and low lying areas only being mowed three times per year.	IP	
Goals Comments	In Progress		

### **DISTRICT GOAL 6: CUSTOMER SERVICE**

Objective/Goal	Performance Measures/Action Plan	Status	Modification
Respond to resident inquiries within 48 business hours.	Maintain in 2020	IP	
Goals Comments	In Progress		