



1685 West Higgins Road, Hoffman Estates, Illinois 60169
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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, APRIL 19, 2022
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - March 15, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Install Playground Equipment at Hoffman & Huntington / M22-036
 - B. Parks, Planning & Maintenance Board Report and 1Q Goals / M22-035
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT



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**MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
March 15, 2022**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on March 15, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Evans, Comm Reps Aguilar, Poeschel, Evans, Sernett

Absent: Comm Rep Bettencourt

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Administrative Services Cahill, Director of Administration and Finance Hopkins, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Chhatwani, Dressler and Kaplan and Friedman

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Poeschel made a motion, seconded by Comm Rep Evans to approve the minutes of the February 15, 2022 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. TopTracer Bathroom Utilities / M22-027

Director Hugen stated that this overall project was approved two months ago. As part of the project, we went to bid for the utilities, which will include water and sewer and the excavation of the bathroom area. This will likely be the only portion of the project that needs to go to bid. He added that we received three bids, and the lowest qualified bidder was AJ Oleson Construction. The District has used this firm several times, most recently for the earthwork and utility work at South Ridge and Birch parks. He stated that AJ Oleson does good work and are on time.

President Kinnane had asked for clarification on the total bid amount of \$79,943. Director Hugen explained that this includes an alternate cost which will only be needed if MWRD requires us to put in a concrete storage outside of the detention area. If not, the total would be \$75,713. Director Hugen expects the permit to be released from the village to MWRD next week.

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the bid to AJ Oleson Construction for \$79,943 plus a contingency of \$7,994 for a grand total of \$87,937. The motion carried by voice vote.

B. Parks, Planning and Maintenance Board Report / M22-024

Director Hugen highlighted the following:

- We released a request for qualifications to eight engineering and architecture firms. We have multiple projects coming up with our current firm, WT. In order to make sure we have another engineering firm so we don't overwhelm WT and for us to keep moving forward on all projects, we are interviewing other firms for possible jobs coming up. There is no specific job tied to this search right now. The District would like to have a backup firm to stay competitive and to have a secondary opinion if needed.
- Staff worked hard over the winter to get TopTracer ready for the spring opening, including new signage on the outside and new paneling where the seams are finished with wood.
- The Vogeley House renovation is moving along well. The ramp should be complete this week. If weather cooperates, concrete will be poured for the outside sidewalks so we can begin work on landscaping. The interior walls are dry walled and ready for paint. The flooring is ready to go, and the elevator shaft is built and waiting for the delivery of the elevator.
- Director Hugen presented an update of the progress at Seascapes. Starting two weeks ago, all tile has been removed from the pool. The area around the sand volleyball court has been flattened with posts and fencing removed. Drainage is in place. Concrete has been added near the concession stand, adding an exit path.

Also, as you walk into the pool from the locker rooms, there will be a concrete area replacing the rose bushes and tree that both had thorns. Finally, the slides will now have two entrances to get to the tubes. All concrete work is scheduled for Thursday, 3/17, depending on the weather. The contractor for the sandblasting was starting prep work for Monday 3/21 sandblasting. All aspects of the project are ahead of schedule. Planning to have all of May to prep, fill with water, and check for any leaks, before a May 28 opening.

Commissioner McGinn asked if the electronics were okay at TopTracer after the winter. Director Hugen explained that all televisions were taken down when we closed in December, and were put back up before opening two weeks ago. Everything did well over the winter.

Comm Rep Sernett asked if we will be doing all of the landscaping ourselves at Vogelei House. Director Hugen said that yes, District staff will do all landscaping work.

Comm Rep Evans asked if the ramp at Vogelei is ADA-approved. Director Hugen said that yes, the ramp has a maximum of a 5% incline, so there are several turns and flat landings.

Comm Rep Evans made a motion, seconded by Comm Rep Sernett to send the Parks, Planning and Maintenance Board Report to the full board. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Aguilar: Reports are always top notch.

Comm Rep Sernett: Impressed with everyone. Staff is always on top of everything.

Commissioner Evans: March Madness is his favorite time of year. Not only for the basketball, but we see the little red trucks all over town!

Comm Rep Poeschel: Great report. Appreciated that staff moved dirt from the golf course to Seascape to fill in the sand volleyball court.

Commissioner Evans: Well done. Thank you to the community reps as well.

Chairman McGinn: Missed the TopTracer fundraiser, which has been rescheduled to April 9.

8. Adjournment:

Comm Rep Poeschel made a motion, seconded by Comm Rep Aguilar to adjourn the meeting at 7:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

MEMORANDUM NO. M22-036

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Playground Installation at Hoffman and Huntington Park
DATE: April 19, 2022

Background:

The park board has previously awarded supply of equipment for playground improvements at Hoffman and Huntington Parks. With those purchase orders being issued, staff prepared bid documents for the installation of that equipment and associated work; installation of new equipment, drainage and drainage fabric.

Implications:

We received five bids for the install of playground equipment at Hoffman and Huntington Parks. The low bid from George’s Landscaping was reviewed by staff for accuracy and completeness, and all numbers were confirmed by bidder. George’s Landscaping completed the installation of Valley, Maple and Evergreen Parks for the district in 2015 and Willow and Community Parks in 2019. The district was pleased with the quality of work from George’s Landscaping.

Bid Results are attached.

Current Budgets For the two parks are as follows: The total budget for Hoffman Park is \$107,500. The total budget for Huntington Park is \$129,000. Presented below are the up-to-date bids and estimates for the different aspects of each project:

Hoffman Park	Bid/Estimate		Huntington Park	Bid/Estimate
BCI Burke (equipment)	\$60,520.23		Little Tikes (equipment)	\$ 74,637.54
GLI Services (install)	\$28,940.00		GLI Services (install)	\$ 36,880.00
HEParks (mulch)	\$ 6,000.00		HEParks (mulch)	\$ 8,500.00
Misc/Contingency	\$ -		Misc/Contingency	\$ -
Total to Date	\$95,460.23		Total to Date	\$120,017.54

Recommendation:

Staff recommends that the B&G Committee approve to the full board a contract with George’s Landscaping for the installation of playground equipment at Hoffman and Huntington Park for the low bid price of \$65,820.

In addition, staff recommends the B&G Committee approve to the full board a contingency of 10% (\$6582.00) be made available for extras deemed necessary by staff to complete these projects.

Hoffman & Huntington Park Playground Install

Name	Great Lakes Landscaping Co.	GLI Services Inc.	D&J Landscaping	Hacienda Landscaping	Innovation Landscaping
Bid Bond	X	X	X	X	X
<i>Install of Playground Equipment: Hoffman Park</i>					
Contractor to install one playground for children 2-5 years old, one 5-12 year old, swing structure with two toddlers, swing structure with two regular swings, one teeter totter, one adventure glider swing and one standalone spinner. TOTAL COST	\$36,900.00	\$19,720.00	\$18,755.31	\$22,000.00	\$30,250.62
<i>Drainage Pipe Install: Hoffman Park</i>					
450 lin. Ft. 4" round drainage pipe with fabric sock Cost per lin. ft.	\$28.00	\$16.00	\$26.00	\$18.00	\$35.00
450 lin. Ft. 4" round drainage pipe with fabric sock Total Cost	\$12,600.00	\$7,200.00	\$11,700.00	\$8,100.00	\$15,750.00
Round Y connectors total cost	\$550.00	\$20.00 ea	\$280.00	\$450.00	\$455.00
Round T connectors total cost	\$0.00	\$15.00 ea	\$35.00	\$45.00	\$195.00
4" Round cap total cost	\$275.00	\$10.00 ea	\$275.00	\$240.00	\$405.00
Connection to existing drainage	\$500.00	\$450.00 ea	\$785.00	\$120.00	\$950.00
Hoffman Installation of Drainage Pipe TOTAL COST	\$13,925.00	\$7,695.00	\$13,075.00	\$8,955.00	\$17,755.00
<i>Filter Fabric: Hoffman Park</i>					
Cost of 8oz non-woven fabric 6100 sq yds per sq yds	\$0.50	\$0.25	\$0.65	\$0.50	\$0.80
Cost of 8oz non-woven fabric 6100 sq yds Total cost	\$3,050.00	\$1,525.00	\$3,965.00	\$3,050.00	\$4,880.00
Hoffman Filter Fabric TOTAL COST	\$3,050.00	\$1,525.00	\$3,965.00	\$3,050.00	\$4,880.00
HOFFMAN TOTAL COST	\$53,875.00	\$28,940.00	\$35,795.31	\$34,005.00	\$52,885.00
<i>Install of Playground Equipment: Huntington Park</i>					
Contractor to install one playground for children 2-5 years old, swing structure with two toddler belts and one parent toddler seat, one play time snail, one solo spinner. One 5-12 year old structure, swing structure with seven regular swings and one ADA swing, one teeter totter, one free styler, one teeter totter and one wobble sphere. TOTAL COST	\$37,905.00	\$25,535.00	\$23,137.64	\$27,500.00	\$37,318.00
<i>Drainage Pipe Install: Huntington Park</i>					
500 lin. Ft. 4" round drainage pipe with fabric sock Cost per lin. ft.	\$28.00	\$16.00	\$25.00	\$18.00	\$35.00
500 lin. Ft. 4" round drainage pipe with fabric sock Total Cost	\$14,000.00	\$8,000.00	\$12,500.00	\$9,000.00	\$17,500.00
Round Y connectors total cost	\$350.00	\$20.00	\$210.00	\$270.00	\$520.00
Round T connectors total cost	\$0.00	\$15.00	\$35.00	\$45.00	\$195.00
4" Round cap total cost	\$225.00	\$10.00	\$315.00	\$180.00	\$450.00
Connection to existing drainage	\$1,000.00	\$450.00	\$875.00	\$120.00	\$950.00
Huntington Installation of Drainage Pipe TOTAL COST	\$15,575.00	\$8,495.00	\$13,935.00	\$9,615.00	\$19,615.00
<i>Filter Fabric: Huntington Park</i>					
Cost of 8oz non-woven fabric 11400 sq yds per sq yds	\$0.50	\$0.25	\$0.65	\$0.50	\$0.80
Cost of 8oz non-woven fabric 114100 sq yds Total cost	\$5,700.00	\$2,850.00	\$7,410.00	\$5,700.00	\$9,120.00
Huntington Filter Fabric TOTAL COST	\$5,700.00	\$2,850.00	\$7,410.00	\$5,700.00	\$9,120.00

Huntington TOTAL COST	\$59,180.00	\$36,880.00	\$44,482.64	\$42,815.00	\$66,053.77
GRAND TOTAL FOR COMPLETE INSTALL OF ALL ITEMS	\$113,055.00	\$65,820.00	\$80,277.95	\$76,820.00	\$118,939.39
<i>Alternate add Unit Pricing</i>					
Hauling cost for a six wheel dump truck to haul and dispose of unsuitable soils and or debris outside of Hoffman Estates Park District boundary. Cost per truck load	\$500.00	\$620.00	\$250.00	\$500.00	\$600.00
Description of Alternate Proposed Add/Deduct	N/A	N/A	N/A	N/A	N/A
Hourly Cost- Laborer	\$125.00	\$115.00	\$125.00	\$130.00	\$135.00
Hourly Cost- Supervisor	\$100.00	\$175.00	\$135.00	\$145.00	\$165.00
Hourly Cost- 6 Wheeler w/ Driver	\$125.00	\$110.00	\$250.00	\$140.00	\$180.00
Hourly Cost- Skid Loader w/ Operator	\$175.00	\$195.00	\$135.00	\$150.00	\$220.00

Memorandum M22-035

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance April Board Report
Date: 4/19/2022

ADMINISTRATION

Staff completed an RFQ for architectural services last month. Of the eight firms that we sent requests to, we only received one qualification submittal. Staff met with WT Group regarding the Willow Recreation Project to discuss the total scope of work and find out what personnel team they could put together that would not affect our current project that we have with WT Group. We plan to meet again in the coming weeks to meet the team and then discuss cost for architectural services and construction management.

Bids for the elevator renovation at Vogelei Barn and HVAC upgrades at Bridges were released this past month and set to open on May 9. Both projects require a mandatory site visit from contractors in order to submit bids and staff have scheduled those site visits.

The TopTracer bathroom project is still in the permitting stages. Staff has completed a round of submittals and questions from the village and a permit is also in with MWRD. As soon as permits are received we will hold onsite construction meetings and work with golf course staff to set the schedule for construction.

Scheduling for outdoor court repairs is ongoing, we are anticipating to start in May. Parking lot crack fill and sealcoating is currently scheduled for June (weather dependent).

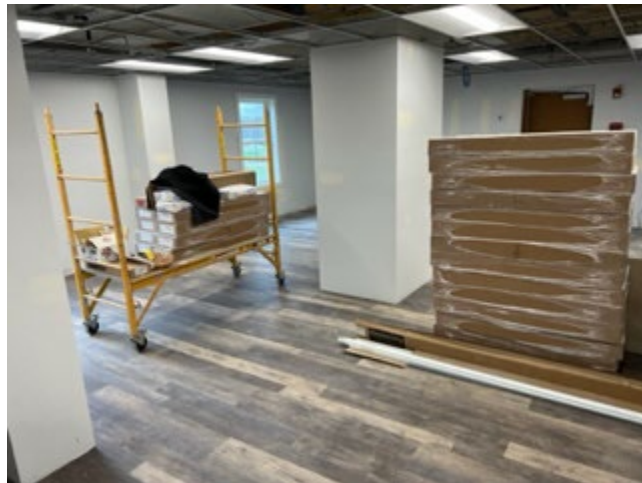
As we hopefully start to get some consistently nice weather, parks outdoor bathrooms are opening on April 15, while drinking fountains and dog park water will open on May 1. While the bathrooms don't have heat in them, the plumbing chase does have heat which allows us to open bathrooms before turning on drinking fountains that have water lines coming from village main lines.

We have scheduled in capital expenses to purchase two vehicles for our fleet this year. As most are aware there is still a large shortage of vehicles, due to supply issues, mainly computer chips in the vehicles. Typically we would purchase 2022 vehicles at the beginning of 2023, but 2022 vehicles were not made in production for us to purchase. Now we are looking at being able to place orders for the vehicles sometime around August with delivery of the vehicles anywhere between 30-40 weeks. In this situation we will not receive these vehicles until April/May of 2023. Staff will be looking at GIS for 2023 vehicles and placing orders for those vehicles along with our 2022 vehicles in order to make sure we have our proper fleet of vehicles.

Staff met with members of School District 54 on April 14. They are moving a current program from Stevenson School to Muir Literacy Academy and would like to turn the playground into an all-inclusive playground. School District 54 would be funding the entire project from equipment to install and HEParks would be completing design work and removals. The process is going to move quickly once agreements have been made as they would like it completed prior to August 15.

VOGELEI HOUSE (NWSRA)

Intergrity Builders continue to make progress on the Vogelei House project. Exterior work on the ramp and concrete have been completed and the site has been cleaned up. On the interior, HEParks staff has installed the vinyl flooring on the main floor and upstairs. Currently walls are being painted, ceiling tiles installed, electrical work in the basement, and minor touch ups based on the punch list created last week (April 13). HEParks staff will still be responsible for completing the finish grade along with landscaping around the house. The elevator has been installed but we are currently waiting on phone service to be installed in order to complete an inspection for the elevator. We are hopeful that NWSRA can move into the building starting in May and program the space once the elevator has passed inspections.



SPORTS FIELDS

Sports field use has been a hot topic among park districts this winter/spring. With sports wanting to start in late March or early April, it is all weather dependent. In late March, our fields still had frost on the ground meaning the ground was frozen about three inches below the surface. Once the frost leaves the ground you have about two weeks for that base layer to dry out before you can work on fields to prep them without doing significant damage to your fields. For baseball/softball, once the field has somewhat dried out to where you can get equipment on the infield you have to open up the infield to get the rest of the moisture out. This is essentially tilling up the infield to allow it to dry. Once opened up you usually let it sit for 24-48 hours and then you can come in and prepare the field for play in a three-step process of continuing to break up the infield, spinning the

infield and a final drag of the infield. This may seem like a lot just to get fields ready for play but if you don't follow the proper steps you end up fighting it all year long.

Sports fields for the most part require the same maintenance to be completed to get a field ready for play from cricket, rugby, soccer, football, baseball, softball or golf and the hardest thing to recover from is early spring damage in all cases. In golf, we bury the greens in sand going into winter in order to protect them from snow mold and wind desiccation, but to also protect the crown of the plant (its heart) from being damaged in late winter or early spring when golfers want to start playing. On sports fields you aerate in late fall to allow the moisture from winter to have holes in the surface to drain out quicker. As mentioned above, infields have to be opened up to allow to dry and infield mix plays a huge factor in this. Infields can consist of many different types of clay, soil, silt, amendments and or mixes. Unfortunately for years at Hoffman Estates, our maintenance department was using a drying agent to get fields playable at any cost necessary. In the past, the park district had been spinning infields for every practice, constantly breaking down the material in the infield causing major dust problems when dry. Drying agents (turface) are just calcined clay particles that absorb the water and hold it in the particles of clay. The majority of our infields are now over 25% calcined clay and hold moisture during wet periods and when hot and dry are extremely dusty due to the high levels of calcined clay. We have begun strategies to alleviate our current infield issues and have begun spinning infields based on maintenance schedules and not practice schedules of our fields.

In March and so far in April, HEParks staff has been doing what they can to get fields ready but Mother Nature has not cooperated. This past week, staff was able to accomplish a lot of work on the fields and get them available for play.



SEASCAPE RENOVATIONS

Both contractors and HEParks staff have been working at Seascape when the weather allows for it. Unfortunately we have already missed 13 days of scheduled work due to weather, and we had built 15 days (3 weeks) into the schedule. To date, all the paint has been removed from the pool; in some cases they removed 15 layers of paint. All caulking at the gutter lines and around the lights has been removed. The concrete contractors have removed the expansion joints on the pool bottom and walls and began rebuilding the stairs where concrete has failed. All concrete work on the pool decks has been completed; no more rose bushes as you enter the pool area; a second entrance exit was built into the concession area and two permanent entrances now lead into the tube slide area. HEParks staff has removed all structure from the sand volleyball area, tent area and around the playground. In the sand volleyball area, drainage was installed and the soil from the golf course spread over the top.

We have created a new schedule moving forward from April 13 with the goal to be filling the pool to check for leaks the second weekend of May. We only have two days of weather left in our schedule in order to be able to accomplish this so to avoid having to delay the opening of Seascape we will need some dry weather.



PARKS DEPARTMENT

- Compressors for North Side cooling system at TC have been ordered and delivered.
- Installed new control module on Wolves super heat system.
- Repaired outside air dampers as they were stuck open at The Club on RTU #8.
- Installed all RPZ and meters in outdoor bathrooms. Tested functionality and closed them until the opening date of 4/15.
- Installed new exhaust fan switch on TC compressor room.
- 17 old metal halide light fixtures at The Club were replaced with LED light fixtures.
- New pressure relief valve was installed on BPC domestic hot water heater.
- Finished installing sound system at TopTracer.
- All beds at Seascape cleaned up and mulched.
- Beds were cleaned and mulched at TC and WRC.
- Ponds were treated with first round of algae controls in the parks.
- Athletic fields are striped in preparation for spring season, weather dependent.
- Several downed trees were cut up and removed in various parks.
- Cleanup at Black Bear Park Frisbee Golf Course has started; the northern holes around the pond have had new mulch applied to fairways but everything south of the main path is still too wet to work.
- General spring cleanup started.
- Graffiti removal at Birch, Fabbrini and Evergreen Parks.
- Park Maintenance shop yard cleanup.
- Playground checks, cleaning and grooming of all playground sites.
- New mulch installed at Fairview Park.
- Picnic tables installed at Birch Park as well as four square on the half basketball court.
- Cannon Crossing bathrooms were painted, new trim and mirrors installed.
- New GPS Sprayer was delivered to golf course; vendor spent the day with staff setting up the unit and teaching staff how to use the GPS features.
- Hole six at Black Bear Frisbee Golf had a new artificial turf tee box installed.
- New hose reel installed on old sprayer that was taken from the golf course to allow parks to treat ponds and/or areas where vehicles cannot get to.
- Snow plows removed from trucks.
- Vehicle checks and needed repairs completed.

**HOFFMAN ESTATES PARK DISTRICT
2022 BUDGET GOALS & OBJECTIVES
PARKS, PLANNING & MAINTENANCE DIVISION**

Key: C = Complete / O = On Track / D = Deferred / N = Not Complete

DISTRICT GOAL 1: HEALTHY & ENJOYABLE EXPERIENCES
(Provide beneficial & rewarding experiences)

Objective/Goal	Performance Measures/Action Plan	Status
Use our drone technology to promote our parks and features that are in our parks.	In cooperation with C&M department, post items via social media and website showing amenities in our parks. Keep website up to date.	O
1Q Comments:	Using the drone to track progress at Seascapes and layout for Beacon Pointe for OSLAD Grant	
Hold three events consisting of bird house building projects, nature walks, school horticulture field trips, etc. with local groups.	Work with local boy scouts/girl scouts/local schools to hold three events per year.	O
1Q Comments:	In the planning stages, groups are set for seed collection.	
Implement a cross-country skiing course.	Create course at Cottonwood Park	O
1Q Comments:	Design layout was completed, looking to implement in winter of 2022-2023.	

DISTRICT GOAL 2: SOCIAL EQUITY

Objective/Goal	Performance Measures/Action Plan	Status
Ensure all maintenance forms and procedures are translated to Spanish.	Complete prior to April 30, 2022.	O
1Q Comments:	Forms are being translated and HR department is doing training days at Parks in Spanish.	

DISTRICT GOAL 3: FINANCIAL STEWARDSHIP

Objective/Goal	Performance Measures/Action Plan	Status
Develop a financial plan for capital repairs, replacements and development based on GIS information.	Developed plans will allow the district to save funds per year for large-scale projects.	O
1Q Comments:	This will be ongoing through the year as we constantly evaluate assets.	
Increase efficiency for maintenance staff.	Create utility maps for maintenance tracking.	O
1Q Comments:	Working with the village to incorporate everything into the maps.	
Develop a new position titled Forestry and Landscape Manager.	Hire the individual.	N

This position will allow the district maintenance team to keep completing projects in house and allow for more detail work on trees and landscapes at all facilities including landscapes at Bridges.		
1Q Comments:	Bryan Strampel was hired ended up not starting due to personal reason. After more interviews we offered the position to another individual who ended up staying at his current district.	
Add a full time grounds crewmember to the Parks and Construction Team. This crewmember would work primarily with the construction team and then assist in winter months with district custodial work and Ice operations. This position would replace two seasonal employees.	Hire the individual.	C
1Q Comments - Complete	Tim May was hired January 1, 2022	
Restructure maintenance staffing at Seascap for cost savings.	Maintenance staff to provide pool cleaning, locker room cleaning and mechanical checks every morning. Staff will no longer be onsite throughout the day, as facility staff will complete day-to-day operations.	C
1Q Comments - Complete	Maintenance Staff is set up to complete these task.	

DISTRICT GOAL 4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures/Action Plan	Status
Repair front entrance walls at Willow Recreation Center	Hire contractor for concrete work.	N
1Q Comments:	This will be part of the renovation process for WRC, timing will be determined after planning is completed.	
Upgrades to Huntington Park	Design and install new playground equipment at Huntington Park	O
1Q Comments:	Playground design was chosen and install is set for August/September	
Upgrades to Hoffman Park	Design and install new playground equipment at Hoffman Park	O
1Q Comments:	Playground design was chosen and install is set for June/July	
Replace Dodge 1 Ton Parks Vehicle	Purchase from state contract.	N
1Q Comments:	We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.	
Replace Dodge Ram Parks Building Tech Van	Purchase from state contract.	N
1Q Comments:	We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.	
Update North Side TC HVAC	New condenser compressor on TC north side HVAC unit installed.	O

1Q Comments:	Units have been ordered and working with contractor on install dates.	
Update HVAC to upstairs kitchen at BPC	Install new kitchen air handler at BPC	O
1Q Comments:	Bid set to open in May	
Provide proper combustion air to boiler room at The Club.	Install new makeup air unit at The Club	O
1Q Comments:	Unit will be installed by in house staff during 3rd quarter.	
Provide adequate separation between basketball courts and or activities at The Club.	Install new gym curtain dividers at The Club	C
1Q Comments - Complete	Installed April 5th	
Court crack fill and recolor at Cannon, Charlemagne, South Ridge, Armstrong Parks, Victoria and Evergreen.	Complete bids and hire outside contractor to complete work.	O
1Q Comments:	Contractor has been selected and working on dates, need to have day time temps above 60 and lows that do not get below 40.	
Elevator piston sleeve replacement at Bridges on the main elevator.	Complete bids and hire outside contractor to complete work.	O
1Q Comments:	Currently working with our elevator contractor.	
Asphalt parking lot and path crack fill at WRC, The Club, Seascape and various paths(based on inspections)	Complete bids and hire outside contractor to complete work.	O
1Q Comments:	Contacter has been selected at looking at June to complete lots. We will try to complete Seascape prior to opening if the weather allows.	
Complete repairs of Seascape pool base.	Sand blast the concrete base of the pool at Seascape Family Aquatic Center and then complete concrete repairs along with a new paint of the concrete.	O
1Q Comments:	Sand blasting and grinding is complete. Concrete repairs are currently ongoing.	
Develop the old sand volleyball area at Seascape Family Aquatic Center.	Turn the area into open green space with shade structures to allow camps and other groups more grass space with shade.	O
1Q Comments:	The area has been leveled, material removed, drainage installed and filled with soil from the golf course. When the weather allows it will be sodded and shad structures installed.	
Beacon Pointe Park Development	Secure all permits for the Beacon Pointe OSLAD and go to bid for the construction. After permits and bids complete install of the project.	O
1Q Comments:	IDNR requested photos of the site as they are not completing site visits due to low staffing. In person interviews will be set for the fall of 2022. This project will be a two year project from the time of OSLAD grant acceptance.	
Willow Recreation Center Improvements	Phase 1 will include engineering and architecture conceptual plans for Willow Rec Center to determine overall budget for converting racquetball court to fitness center and an expansion of locker rooms. Additionally, will include indoor turf for auxiliary gym.	O

1Q Comments:	Staff has met with WT Group on conceptual plans and have meetings set up to continue the planning process.	
Pine Park OSLAD	Submit application for an OSLAD grant at Pine Park. The conceptual plan would include converting in line skating to five pickle ball courts, new park shelter, updating the 2-5 year old playground, path constructions, new drainage for open space areas and enhancements to the sled hill.	N
1Q Comments:	OLSAD has communicated that it has funds but not planning to award the 2021 OSLAD until late fall, so we are not expecting the next round of OSLAD until 2021 is awarded.	
Update elevator at Vogelei Barn	Upgrade Vogelei Barn elevator and ensure that it meets all ADA compliance.	O
1Q Comments:	Bids are due in May.	
Purchase new Integrated Pest Management sprayer for Parks and Golf Course	Go to bid and purchase sprayer.	C
1Q Comments - Complete	Unit was purchased and is being used.	

DISTRICT GOAL 5: ENVIRONMENTAL AWARENESS

Objective/Goal	Performance Measures/Action Plan	Status
Offer a community horticulture event.	Conduct a tree seedling-planting event that will also highlight proper tree maintenance from planting to caring for fully-grown trees.	O
1Q Comments:	On Arbor Day, parks staff will be providing free tree saplings(from MWRD) to residents and partnered with the Village Sustainability Committee to hand out information packets on tree care and planting.	
Provide Earth Day events for the 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-up, edging landscape beds, cleaning park structures and painting.	O
1Q Comments:	We held a park cleanup day on April 9 at Fabbrini Park and had 15-20 participants. On Earth Day, Parks will be holding an event at Vogelei Park from 3 to 7pm.	
Offer a volunteer invasive plant removal.	Will be scheduled based on the quantity of invasive plants and locations.	O
1Q Comments:	Locations of these events will be set in May when plant growth takes place.	
Educate the community on our shoreline management while holding community events for seed collection.	Combine our Seed Collection at Charlemagne Park with a Parks Department run educational event of shoreline management, why HE Parks maintains the shorelines with native buffer zones.	O
1Q Comments:	Set for 10/15/2022 at Charlemagne Park	

DISTRICT GOAL 6: CUSTOMER SERVICE

Objective/Goal	Performance Measures/Action Plan	Status
Staff to cooperate with public concerns and questions.	Respond to resident inquiries within timely manner.	O
1Q Comments:	Constantly ongoing.	
Provide park updates via district webpage.	Post all park projects under park updates.	O
1Q Comments:	As projects start we will use drone footage to provide updates.	