



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



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

**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, JULY 19, 2022**  
**7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - June 21, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Parks, Planning & Maintenance Board Report and 2Q Goals/ M22-068
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

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



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**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
June 21, 2022**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on June 21, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman Chhatwani, Commissioner Kaplan, Comm Reps Poeschel, Sernett, and Utas

Absent: Comm Reps Evans and Macdonald

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Golf & Facilities Bechtold, Director of Administrative Services Cahill, Director of Administration and Finance Hopkins (phone), Executive Assistant Flynn

Audience: President Kinnane, Commissioners Dressler, McGinn and Friedman; Comm Reps Henderson, McIlrath and Beranek (phone)

**2. Approval of Agenda:**

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

**3. Longevity Recognition**

President Kinnane recognized the following Community Representatives for their years of service: Suzanne Poeschel – 4 years; Joe Utas – 8 years; Ian Macdonald (not present) – 4 years.

**4. Presentation of Gold Medal Finalist Video**

Executive Director Talsma introduced the Gold Medal Finalist Video that the District submitted as the final step in the National Gold Medal competition. Everyone present viewed the video.

5. **Approval of the Minutes:**

Commissioner Kaplan made a motion, seconded by Comm Rep Poeschel to approve the minutes of the May 17, 2022 meeting as presented. The motion carried by voice vote.

6. **Comments from the Audience:**

None

7. **Old Business:**

None

8. **New Business:**

A. **Inflation and Compensation / M22-061**

Director Hopkins highlighted the following from the memo:

- There are currently 11.4 million job openings in the U.S., an increase of 73% since 2018. Governments jobs were previously filling at a rate of 54%, and currently only 37% of the jobs are being filled.
- The Pew Research Center did a study regarding the reason for the mass resignation (affecting all industries). Most said the pay was too low. Next was no opportunity for advancement, and third was they felt disrespected at work. Other reasons are noted on the chart.
- The next chart shows the change in compensation vs CPI (inflation). CPI was 8.5% for May 2022, and 4.9% for May 2021. The cost of goods and services have increased 13.9% since 2020.
- Pay increases historically have been between 4% and 6% annually. Since April 2021, compensation has increased between 10% and 15%.
- The implication is that our employees have essentially lost 7.9% of their purchasing power (inflation less wage increase since May 2020), or the amount of goods and services they have decreased their ability to pay for.
- The Executive Director is not included in the chart on page 3 of the memo, since he is not part of the Grade System, but his loss is comparable to Grade 7.
- So far in 2022, we have lost five full-time staff members, and have had difficulty retaining staff for new or vacant positions. In May, we were able to retain one of our full-time staff by increasing their rate of pay. In turn, however, we had to increase the pay for an employee in a similar position who had greater longevity.
- Applicants we have offered positions to have been offered more money for similar positions elsewhere, forcing us to start our search again, and just this month, one full-time employee quit after only two weeks.
- A report by HR Source, which is an annual report completed for IPRA. Comparing our pay rate with all Illinois park districts, we are currently paying our

employees at the 50% level. Our EAV and population is consistent with the 75<sup>th</sup> percentile. In order to bring us up to the 75<sup>th</sup> percentile, the adjustment would be \$324,933.

- We are not looking to make this adjustment at one time, but would like to start making adjustments to show our employees that we care and keep them from seeking other positions.
- We are proposing a Cost of Living Adjustment (COLA) of 6% for those employees earning under \$75,000; 3% for those earning over \$75,000 and a 1.5% adjustment for anyone hired in 2022. This proposed adjustment would take effect with the first paycheck in July. We will then need to review our pay grades and scales for the 2023 budget.

Commissioner Dressler asked for a clarification on the \$845,181 adjustment that would be required. Director Hopkins explained that this would be for the 90<sup>th</sup> percentile, to attract the top employees (“leading professionals”) in the park district industry. Executive Director Talsma explained that we are not trying to get to this level, but we are competing with other districts and companies that are doing this same thing. He emphasized that we did not give raises in 2021, which was the right thing to do at the time, but this has compounded the current difference in pay rate.

Commissioner Dressler asked where the money will come from for the increase in the 2023 budget. Executive Director Talsma explained that our part time staff are all over \$14 per hour, most at \$15 or higher. We have been doing small increases in program fees, and we do have surplus funds. It would be beneficial to return some of that surplus to the staff that helped create it.

Commissioner Kaplan asked what percentile the 3% and 6% increases will get us to. Executive Director Talsma explained that this would get us to somewhere between the 60<sup>th</sup> and 65<sup>th</sup> percentile. For those receiving a 6% increase, this would get them back to where they would have been if they had received a raise in 2021.

Commissioner Chhatwani asked if there is any comparison in terms of years of service. Executive Director Talsma noted that just today we had a new full-time maintenance hired at between \$40,000 and \$50,000. This new hire is already close to other staff who have worked for us for 2-5 years. We are trying to keep a little separation between new staff and those who have been here.

Comm Rep McIlrath asked if everyone will get a COLA. Executive Director Talsma said that if you were hired in 2022, you would get a 1.5% increase.

Comm Rep Macdonald noted that he is hiring people at \$20,000 more than he did a year ago for a similar position. Those hired a year ago are resentful, and he is glad that staff is trying to get out in front of this.

Commissioner Kaplan asked if this is mostly inflation based. Executive Director Talsma explained that inflation has hit us harder because we skipped a year of raises. If the

economy rectifies itself, we would not be able to take money away, but percent increases can be adjusted to balance things out.

Comm Rep Utas asked if this will be an every six month thing until inflation is under control. Executive Director Talsma responded no, in six months we will visit the merit based increase as part of the budget process. This COLA will hopefully get us to be able to attract the staff we need.

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to recommend to the full board the approval of a one-time cost of living adjustment of 6% for staff earning under \$75,000, and 3% for staff earning over \$75,000 with a cap of 1.5% for any staff hired in 2022. The motion carried by voice vote.

Director Hopkins left the meeting.

#### B. ADA Transition Plan Update / M22-058

Executive Director Talsma noted that this is a housekeeping item and part of the accreditation process. This is our ADA plan. Our original plan was from 2005. Since then, all facilities have been made completely ADA compliant, as well as most of our parks. This latest list is what is left to be raised up to ADA compliancy. We should be proud that this is all we have remaining.

Commissioner McGinn asked if these are mandatory or if these items are nice to have. Executive Director Talsma explained that everything is grandfathered, meaning any new facility must be 100% ADA accessible. For playgrounds, you should try to have somewhat accessible. If someone needs an accommodation for a baseball field, for instance, we can schedule that person/team for the parks where we have sidewalks up to the fields. The law just states that you need to have a plan.

Executive Director Talsma added that we will receive a rebate of \$60,000 from NWSRA for fewer services during COVID. This rebate will go into our ADA budget.

Comm Rep Poeschel asked what a “seed bomb” is. Director Hugen explained that seeds are collected every fall. They are dried at the maintenance building, and then in the spring get mixed with clay and soil. Staff and volunteers throw these into the shorelines for future growth.

Comm Rep Sernett made a motion, seconded by Commissioner Kaplan to send to the full board the modified ADA Transition Plan Remediation schedule as presented. The motion carried by voice vote.

#### C. IPRA Environmental Report Card / M22-056

Executive Director Talsma explained that this is part of the accreditation process as well. We achieved 93% on this, which is phenomenal. Not having solar panels was a 2.5% hit against us.

Commissioner McGinn asked if we could consider any of the solar items. Executive Director said it is possible. It used to be that they would give you solar energy but you had to buy your electricity through that company. Things have changed; Oak Park has solar lights on some parks and they work well.

Comm Rep Utas asked about our limiting the use of refueling on ozone action days. Executive Director Talsma said we do try, but we cannot completely stop what we are doing.

Commissioner Kaplan made a motion, seconded by Comm Rep Poeschel to forward the IPRA Environmental Report Card to the full board for approval. The motion carried by voice vote.

D. Poplar Park Playground Cost Adjustment / M22-054

Executive Director Talsma explained that this is for reimbursement from School District 54. Their original project budget was \$425,000, but they have subsequently received grants of \$450,000 for the project. Therefore, we are requesting that our budget for the project be increased to \$450,000, noting that the full amount will be reimbursed from the school district.

Comm Rep Utas made a motion, seconded by Comm Rep Poeschel, to recommend to the full board the approval of the change in budget for the Poplar Park project from not to exceed \$425,000 to not to exceed \$450,000. The motion carried by voice vote.

E. NWSRA Vogelei House Project Cost Adjustment / M22-055

Executive Director Talsma stated that the original board approved amount for this project was \$735,000. After the project is fully completed, the total cost will be \$812,000. The B&G committee is requesting the board approve the full amount of \$812,000, noting that the full amount will be reimbursed by NWSRA. The main change was the cost of the elevator.

Comm Rep Sernett made a motion, seconded by Commissioner Kaplan to recommend to the full board the approval of the change in budget for the NWSRA project from \$735,000 to \$812,000. The motion carried by voice vote.

F. Parks, Planning and Maintenance Board Report / M22-057

Executive Director Talsma noted that the TopTracer bathroom project should be completed by the end of July. He also stated that the renovated Seascape pool was

operating without any leaks. NWSRA is nearing completion, with final inspection taking place last week. They should be moving in soon.

Comm Rep Sernett asked if the company who renovated the pool offered warranty. Executive Direct Talsma said that he believes there is a full year seasonal operating warranty for the paint.

Comm Rep Utas made a motion, seconded by Comm Rep Poeschel to forward the Parks, Planning and Maintenance board report to be included in this month's Executive Director's Report. The motion carried by voice vote.

**9. Committee Member Comments:**

Comm Rep Poeschel: The (Gold Medal) video was impressive and packed with information. It was interesting to see how the environmental scorecard was working.

Comm Rep Sernett said she was impressed with the video.

President Kinnane said he was thankful for the opportunity to learn more by having the Commissioners rotate committees.

**10. Adjournment:**

Comm Rep Utas made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:53 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

The following questions regarding information in the B&G and Rec packets were submitted and answered via email prior to the meeting:

- A. COLA adjustment sounds like a good idea.  
[Thanks](#)

- B. Any thought to raising the minimum wage to at least \$15 for all permanent positions (if we have any staff less than that wage).  
The majority of our year round positions are at least at \$15/hour. A few are in the \$14-\$15 range which we plan on having at \$15 for 2023.
- C. I doubt the removal of Oakdale playground will go over well with Fabbrini Park area residents. It is a fun routine to walk your kids around to the 2 Fabbrini playgrounds (and sometimes to MacArthur). It is also the closest playground for the residents between the park and Hassell and most of us between Hassell and Rosedale. Will there be a neighborhood meeting before we finalize removal; if that is a certainty?  
This is not a certainty, only been in the planning aspect for about ten years. The location to the other park makes it hard to justify the expense. We had discussed a ways back about removing it but not until it was ready for replacement. However, we do have some thoughts like what we did at Highland and at North playground at South Ridge. We would definitely hold meetings at the site when we explore this.
- D. In the Eco-survey, p11 (p58 PDF) Planning & Open Space #3 – “Proscribed Burns” is not checked – we do those, don’t we?  
Yes it should have been checked, though it would not give any more points on that question as we got the maximum of five.
- E. I found it confusing that they score for pamphlets and brochures – kill a tree lately? How many of those things get printed in bulk, handed out and immediately discarded, then forgotten only to be discarded in bulk a few years later as they become out of date? I am happy we use our website, email and social media more dynamically.  
I think they wanted us to be as responsible as possible if we did print; however, I completely agree, points should be given for not printing. Not to mention we save over \$100,000 by not printing a brochure and doing it all digitally!



**Memorandum M22-068**

**To: B&G Committee**  
**From: Craig Talsma, Executive Director**  
**Dustin Hugen, Director of Parks, Planning & Maintenance**  
**RE: Parks, Planning & Maintenance July Board Report**  
**Date: 7/19/2022**

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**ADMINISTRATION**

Staff met with WT Group on July 7, and WT will be providing a cost estimate for all possible renovation work at WRC in order to provide us with the most up to date cost analysis.

Scheduling for outdoor court repairs is ongoing. We had a July timeframe for the courts but that has been pushed back to August 1-15 with the exception of Evergreen Park, which will be completed this month.

Parking lot crack fill and sealcoating has also been moved to August, however the Seascape lot was completed prior to the pool opening.

Hoffman Estates Park District was awarded the OLSAD Grant for Beacon Pointe Park for \$180,000. This means we will spend \$180,000 and be matched with \$180,000 from IDNR. We have two years to complete this project and will start immediately with finalizing plans to go out to bid for services.

On July 16 the Ice Maintenance team will begin taking down our ice rinks for our bi-annual maintenance to allow the rinks to thaw out. We need to take both rinks down this year in order to repaint one of the rinks that had the paint run due to a power outage that caused a failure in the cooling system. Every year, one rink will come down for a month to thaw out, meaning the rinks will be on an every other year schedule.

**VOGELEI HOUSE (NWSRA)**

NWSRA has moved all of their furniture into the Vogelei House. They have had one open house that I am aware of and plan to start possibly running programs in August.

**BRIDGES TOP TRACER BATHROOM**

The TopTracer Bathroom project has been ongoing. Once the contractor for the utilities (sewer and water) was finished, the concrete contractor was brought in to pour the footings and floor for the bathroom. From this point, it has been all HEParks staff working on this project. Staff has constructed the entire bathroom, internal electric, all landscaping, the moving of irrigation and electrical. Currently the bathroom is on pace to be open on Friday, July 22. Our date is all dependent on materials arriving as we are still waiting on a hot water heater and the doors. Sod around the buildings and construction entrance was installed on July 13 and 14.



## **PARK / PLAYGROUND RENOVATIONS**

The playground structures at Poplar Park were cut at the base of the mulch and removed by Kids Around the World, an organization that takes old playgrounds and refurbishes them to be installed in schools, communities, refugee camps and poverty stricken areas in other countries. HEParks staff then removed all the concrete and remaining poles from the playground. Once those were removed, HEParks staff removed all mulch and existing drainage. The playground is set to arrive July 20 (still waiting on official shipment date).

Hoffman Park Playground equipment is at the maintenance department yard and ready to go. HEParks staff will be removing the current playground equipment the week of July 18 with install starting July 25, barring any setbacks from weather or the contractor's schedule. Signs have been posted at Hoffman Park that refer residents to the website for the design of Hoffman Park.

Huntington Park playground equipment delivery has been moved back to October 28, due to production issues. With the arrival of the playground this late in the year we will have to make the decision in early October if we plan to try to complete the install in the fall or if this will be pushed into 2023.

## PARKS DEPARTMENT

- All ponds treated for algae growth
- All sign beds weeded and trimmed
- Vogelei house plantings for first phase was completed and is being maintained accordingly, watered as needed.
- Birch Park was aerated and over seeded to push establishment of turf
- Several downed trees were removed due to two separate weather events
- Park mowing and sport field maintenance
- Spot spraying weeds is ongoing at several parks
- Black Bear Disc Golf course was cleaned, fairway mulch added and prepped for tournament hosted by HEParks
- Yearly cleanup and application of mulch to Bo's Run Dog Park



- Two volunteer events were completed at Black Bear Park to clean litter and help remove invasive weeds and plants from the naturalized area.
- Vogelei House
- Install approximately 40 pictures on walls at Vogelei House for NWSRA.
- Construct and install gate on ramp at Vogelei House.
- Install bus signage for NWSRA bus at Vogelei Park in parking lot.
- Repair pickle ball nets at Fabbrini Park.
- Replace tennis nets at Evergreen & Victoria Park.
- Install playground mulch at Cannon, Hunters Ridge, Armstrong, Evergreen, Canterbury Place & Fabbrini Parks.
- Weed and repair fencing at Bode playground.
- Install post & black vinyl fencing at South Ridge Sand Volleyball / Splash Pad.
- Replace ADA ramp walk stamp at entrance to Willow.
- Cut out and install cold patch asphalt in parking lot at Willow.
- Repair white center straps at Fabbrini and South Ridge tennis courts.
- Trouble shoot the Ceresco unit for the activity pool at The Club. Found that the condensing fan and compressor shorted. Condensing fans and compressor are on order.
- Repaired mechanical seal for spa filter pump.
- Trouble shoot and replace time delay relay circuit on roof top unit for the fitness room RTU at TC.
- Pulled new wire for The Club exterior lighting; there was a short in the line causing arcing.
- Replaced TC north side parking lot timer.
- Repair underground break in pool deck lighting at Seascape.
- Change filter media in the activity pool at The Club.
- Trouble shoot and repair Wolves pool electrical panel. Found bad connections at their heater and repaired the connections.
- Park Garbage
- Inspections and repairs to district fleet, mowers and equipment.

**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)**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>
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	
<b>2Q Comments:</b>	<b>Drone is being used as we start playground renovations.</b>	
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.	C
1Q Comments:	In the planning stages, groups are set for seed collection.	
<b>2Q Comments - Complete</b>	<b>We held two separate events in June with park cleanup and invasive weed removal at Black Bear and still have seed collection in the fall.</b>	
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.	
<b>2Q Comments:</b>	<b>Design layout was completed, looking to implement in winter of 2022-2023.</b>	

**DISTRICT GOAL 2: SOCIAL EQUITY**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>
Ensure all maintenance forms and procedures are translated to Spanish.	Complete prior to April 30, 2022.	C
1Q Comments:	Forms are being translated and HR department is doing training days at Parks in Spanish.	
<b>2Q Comments - Complete</b>	<b>HR department met with staff and completed trainings in Spanish.</b>	

**DISTRICT GOAL 3: FINANCIAL STEWARDSHIP**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>
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.	
2Q Comments:	<b>Playgrounds, Paths, Parking Lots, Courts, Indoor Courts have all been completed. Other items are still being worked on.</b>	
Increase efficiency for maintenance staff.	Create utility maps for maintenance tracking.	O
1Q Comments:	Working with the village to incorporate everything into the maps.	
2Q Comments:	<b>Working with the village to incorporate everything into the maps.</b>	
Develop a new position titled Forestry and Landscape Manager. 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.	Hire the individual.	N
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.	
2Q Comments:	<b>Job has been posted, we have talked to prospective employees but no luck in the hiring process.</b>	
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	<b>Tim May was hired January 1, 2022</b>	
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	<b>Maintenance Staff is set up to complete these task.</b>	

#### **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.	
2Q Comments:	<b>Staff met with WT Group to perform a new cost analysis with rising cost.</b>	
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	

<b>2Q Comments:</b>	<b>Playground set to be delivered Oct 28, 2022.</b>	
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	
<b>2Q Comments:</b>	<b>Playground set to be installed by September 1, 2022.</b>	
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.	
<b>2Q Comments:</b>	<b>We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.</b>	
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.	
<b>2Q Comments:</b>	<b>We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.</b>	
Update North Side TC HVAC	New condenser compressor on TC north side HVAC unit installed.	C
1Q Comments:	Units have been ordered and working with contractor on install dates.	
<b>2Q Comments - Complete</b>	<b>Installed</b>	
Update HVAC to upstairs kitchen at BPC	Install new kitchen air handler at BPC	O
1Q Comments:	Bid set to open in May	
<b>2Q Comments:</b>	<b>Working with contractor on dates to complete install.</b>	
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 3 <sup>rd</sup> quarter.	
<b>2Q Comments:</b>	<b>On schedule to be installed in third quarter.</b>	
Provide adequate separation between basketball courts and or activities at The Club.	Install new gym curtain dividers at The Club	C
<b>1Q Comments - Complete</b>	<b>Installed April 5</b>	
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.	
<b>2Q Comments:</b>	<b>Work set to be completed in August.</b>	
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.	
<b>2Q Comments:</b>	<b>Currently working with our elevator contractor, to be bid out for late in the year install.</b>	
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:	Contractor has been selected at looking at June to complete lots. We will try to complete Seascapes prior to opening if the weather allows.	
<b>2Q Comments:</b>	<b>Seascapes was completed and currently contractor has us scheduled for August.</b>	
Complete repairs of Seascapes pool base.	Sand blast the concrete base of the pool at Seascapes Family Aquatic Center and then complete concrete repairs along with a new paint of the concrete.	C
1Q Comments:	Sand blasting and grinding is complete. Concrete repairs are currently ongoing.	
<b>2Q Comments - Complete</b>	<b>Completed</b>	
Develop the old sand volleyball area at Seascapes Family Aquatic Center.	Turn the area into open green space with shade structures to allow camps and other groups more grass space with shade.	C
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 shade structures installed.	
<b>2Q Comments - Complete</b>	<b>This has been completed, but the area is closed as the weather turned very hot quickly after install and staff was losing the turf and needed to close the area to allow the sod to root properly.</b>	
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.	
<b>2Q Comments:</b>	<b>We recently received the OSLAD grant and staff will begin the process.</b>	
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.	
<b>2Q Comments:</b>	<b>Staff met with WT Group on July 7 to have another cost analysis completed to reflect current prices.</b>	
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:	OSLAD 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.	
<b>2Q Comments:</b>	<b>We are expecting to hear soon that application for 2023 are open and when we do we will be applying.</b>	
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.	
<b>2Q Comments:</b>	<b>Bids were cancelled and will be bid for August approval.</b>	
Purchase new Integrated Pest Management sprayer for Parks and Golf Course	Go to bid and purchase sprayer.	C
<b>1Q Comments - Complete</b>	<b>Unit was purchased and is being used.</b>	

**DISTRICT GOAL 5: ENVIRONMENTAL AWARENESS**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>
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.	C
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.	
<b>2Q Comments - Complete</b>	<b>Parks was set up at Birch park and gave away saplings and planted trees with the few volunteers that showed up. Staff also planted an oak nursery with the saplings at Vogelei Park.</b>	
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.	C
1Q Comments:	We held a park cleanup day on April 9 at Fabbri Park and had 15-20 participants. On Earth Day, Parks will be holding an event at Vogelei Park from 3 to 7pm.	
<b>2Q Comments - Complete</b>	<b>Earth Day event was cancelled due to weather and Park cleanups were held later at Black Bear Park.</b>	
Offer a volunteer invasive plant removal.	Will be scheduled based on the quantity of invasive plants and locations.	C
1Q Comments:	Locations of these events will be set in May when plant growth takes place.	
<b>2Q Comments – Complete</b>	<b>Completed at Black Bear Park in June.</b>	
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	
<b>2Q Comments:</b>	<b>Set for 10/15/2022 at Charlemagne Park</b>	

**DISTRICT GOAL 6: CUSTOMER SERVICE**

<b>Objective/Goal</b>	<b>Performance Measures/Action Plan</b>	<b>Status</b>
Staff to cooperate with public concerns and questions.	Respond to resident inquiries within timely manner.	O



<b>1Q Comments:</b>	<b>Constantly ongoing.</b>	
<b>2Q Comments:</b>	<b>Constantly ongoing.</b>	
Provide park updates via district webpage.	Post all park projects under park updates.	O
<b>1Q Comments:</b>	<b>As projects start we will use drone footage to provide updates.</b>	
<b>2Q Comments:</b>	<b>As projects start we will use drone footage to provide updates.</b>	