



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, JANUARY 17, 2023
7:00 P.M.

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - October 18, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Court Repairs and Color Coating / M23-001
 - B. Beacon Pointe Path Install / M23-002
 - C. Mowing Services / M23-003
 - D. 2023 District Ford F150 XLT Purchase / M23-006
 - E. Parks, Planning & Maintenance Board Report and 4Q Goals / M23-007
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 October 18, 2022

1. **Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on October 18, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Comm Reps Evans, Poeschel, Sernett and Utas, Chairman
Chhatwani; Student Liaison Rakshitha Sabesan

Absent: Commissioner Kaplan, Comm Rep Macdonald

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

Audience: President Kinnane, Commissioners McGinn and Freidman; Comm
Rep MacGregor

2. **Approval of Agenda:**

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

3. **Approval of the Minutes:**

Comm Rep Utas made a motion, seconded by Comm Rep Evans to approve the minutes of the September 13, 2022 meeting as amended. The motion carried by voice vote.

4. **Comments from the Audience:**

None

5. **Old Business:**

None

6. New Business:

A. Fertilizer and Chemicals 2023 Early Order / M22-095

Director Huguenot noted that every October we do an early purchase of chemicals. We lock in the rates and will pay in January. This is a combination of golf course and parks department needs. Five companies sent in a bid. The recommendation shows how much will be paid to each company.

Commissioner McGinn asked how bad inflation affected the prices. Director Huguenot said that the price of fertilizer went up quite a bit, but herbicides and pesticides did not have much of an increase.

Comm Rep Poeschel made a motion, seconded by Comm Rep Evans to recommend to the full board the to award the bid to Chicagoland Turf for the lowest bid products for the total not to exceed \$65,973.70; Conserv FS for their lowest bid products for the total not to exceed \$23,254.16; Arthur Clessen, Inc. for their lowest bid products for the total not to exceed \$19,557.70; and Advanced Turf for their lowest bid products for the total not to exceed \$8,672.09. The motion carried by voice vote.

B. Land Definition Management Plan / M22-097

Executive Director Talsma explained that this plan has been updated in response to some public comments regarding the algae bloom in some of our waterways. He added that Director Huguenot put together this update for the entire District regarding how we maintain our parks, open spaces and waterways. The update does not change anything, but clarifies the treatment plan for waterways.

Director Huguenot explained that we have a maximum amount of chemicals we are legally allowed to apply to a body of water, which is listed on the label for each product. We will treat the waterway if it is 25 percent or more covered with algae, and then can only spray every 21 days.

President Kinnane asked if the MWRD controls what you can do to treat a body of water. Director Huguenot said that it is the Waterways of the U.S., but we actually just need to follow the label restrictions.

Commissioner McGinn asked if this information will be available on the website. Director Huguenot stated that once it is approved, the updated Land Definition Management Plan will be available on the website.

Commissioner Friedman noted that he appreciated the sign at Fabbrini stating that the park district is aware of the situation.

Executive Director Talsma noted that we are currently working on an internal procedure regarding how we respond to comments on social media.

Comm Rep Evans made a motion, seconded by Comm Rep Poeschel to approve to the full board the approval of the revised 2021 Land Definition and Management Plan. The motion carried by voice vote.

C. Parks, Planning and Maintenance Board Report and 3rd Quarter Goals / M22-096

Director Hugen presented an overview of the written board report for the Parks, Planning and Maintenance Division. He added that if you haven't seen the newly completed Poplar Park or Hoffman Park, he recommends going to see them.

Executive Director Talsma added that we have completed the Distinguished Accreditation process, and we are approved. There will be a formal announcement in November.

Commissioner McGinn thanked Director Hugen for fixing the zip line again at South Pointe.

Comm Rep Sernett said great job on the playground.

Comm Rep Evans asked Director Bechtold to explain the golf range photo. Director Bechtold explained that this new section of the driving range is artificial turf with foam padding underneath, which feels more natural. This material has a higher heat rate, which won't burn off on your club. Depending on how well this holds up, we may extend it across the range. Director Hugen added that we are the first in the Midwest to use this, so we will see how it holds up through the winter. It has a 7-10 year life expectancy, with a 5-year warranty.

Comm Rep Utas asked about the status of Huntington Park. Director Hugen replied that it will likely get moved to a spring installation, based on timing of receipt of materials.

Comm Rep Sernett made a motion, seconded by Comm Rep Utas, to forward the Parks, Planning and Maintenance board report and 3rd Quarter Goals to be included in this month's Executive Director's Report. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Poeschel said good report and good work.

Comm Rep Evans said there have been a lot of events, and they've all been really great. The Turkey Shoot and Texas Hold 'Em event are coming up. We are selling split-the-pot raffle tickets for \$10/piece with a guaranteed prize of \$1000.

Comm Rep Sernett is impressed with all the work. The new playground looks fantastic. She added that she plans to play some golf in the spring.

Student Liaison Sabesan said she is excited to be here.

Commissioner Chhatwani said congratulations for the great score on the accreditation.

8. Adjournment:

Comm Rep Sernett made a motion, seconded by Comm Rep Utas to adjourn the meeting at 7:19 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

MEMORANDUM M23-001

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Court Repairs at Multiple Locations
DATE: 1/17/2023

Motion:

Award the 2023 court repair bid to Sport Surface Pros for a total of \$70,000 and to allocate a \$10,500 (15%) contingency.

Background:

As part of the 2023 Capital Improvement Plan, \$99,000 in funds are budgeted for improvements to tennis courts and basketball courts at Olmstead, Willow Recreation, Fabbriini, Black Bear, Huntington and Community Parks. This is the tri-annual scheduled court resurfacing project.

Rationale:

Bids for the court repairs were released back in November so that all contractors would have the ability to see the courts prior to snow fall in the winter. Bids opened on January 9, 2022. We received four bids for this project.

Scope of Work	Sport Surface Pros	Perm-A-Seal Asphalt	American Sealcoating	US Tennis Court
Olmstead Tennis	\$ 11,800.00	\$ 18,891.00	\$ 17,000.00	\$ 18,600.00
Willow Recreation Tennis	\$ 11,800.00	\$ 21,700.00	\$ 17,000.00	\$ 18,630.00
Fabbriini Tennis & Pickle Ball	\$ 23,400.00	\$ 33,657.00	\$ 59,000.00	\$ 34,300.00
Olmstead Basketball	\$ 5,500.00	\$ 10,700.00	\$ 8,500.00	\$ 10,060.00
Fabbriini Basketball	\$ 5,500.00	\$ 8,350.00	\$ 8,500.00	\$ 9,700.00
Black Bear Basketball	\$ 5,500.00	\$ 9,750.00	\$ 8,500.00	\$ 9,700.00
Huntington / Community Basketball	\$ 6,500.00	\$ 10,170.00	\$ 8,500.00	\$ 18,560.00
Bid Total	\$ 70,000.00	\$ 113,218.00	\$ 127,000.00	\$ 119,550.00

Sport Surface Pros completed all the district court repairs in 2022 and staff was pleased with their work and they are considered a qualified bidder.

MEMORANDUM M23-002

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Beacon Pointe Path Install
DATE: 1/17/2023

Motion:

Award the bid for the Beacon Pointe Path Installation to Evans and Son Blacktop for a total of \$32,510.87 and to allocate a \$6,500 (20%) contingency.

Background:

As part of the Beacon Pointe OSLAD project, a new path will connect the existing sidewalk on the north of our property along with the existing sidewalk leading into our property (drawing attached). The OSLAD project has a total budget of \$360,000, with phase one including the path and engineering work, while concrete, playground, shelter, and earthwork make up phase two, and finally restoration and amenities will be completed in phase three.

The budget breakdown is as follows:

Phase One \$75,000
Phase Two \$270,000
Phase Three \$15,000

Rationale:

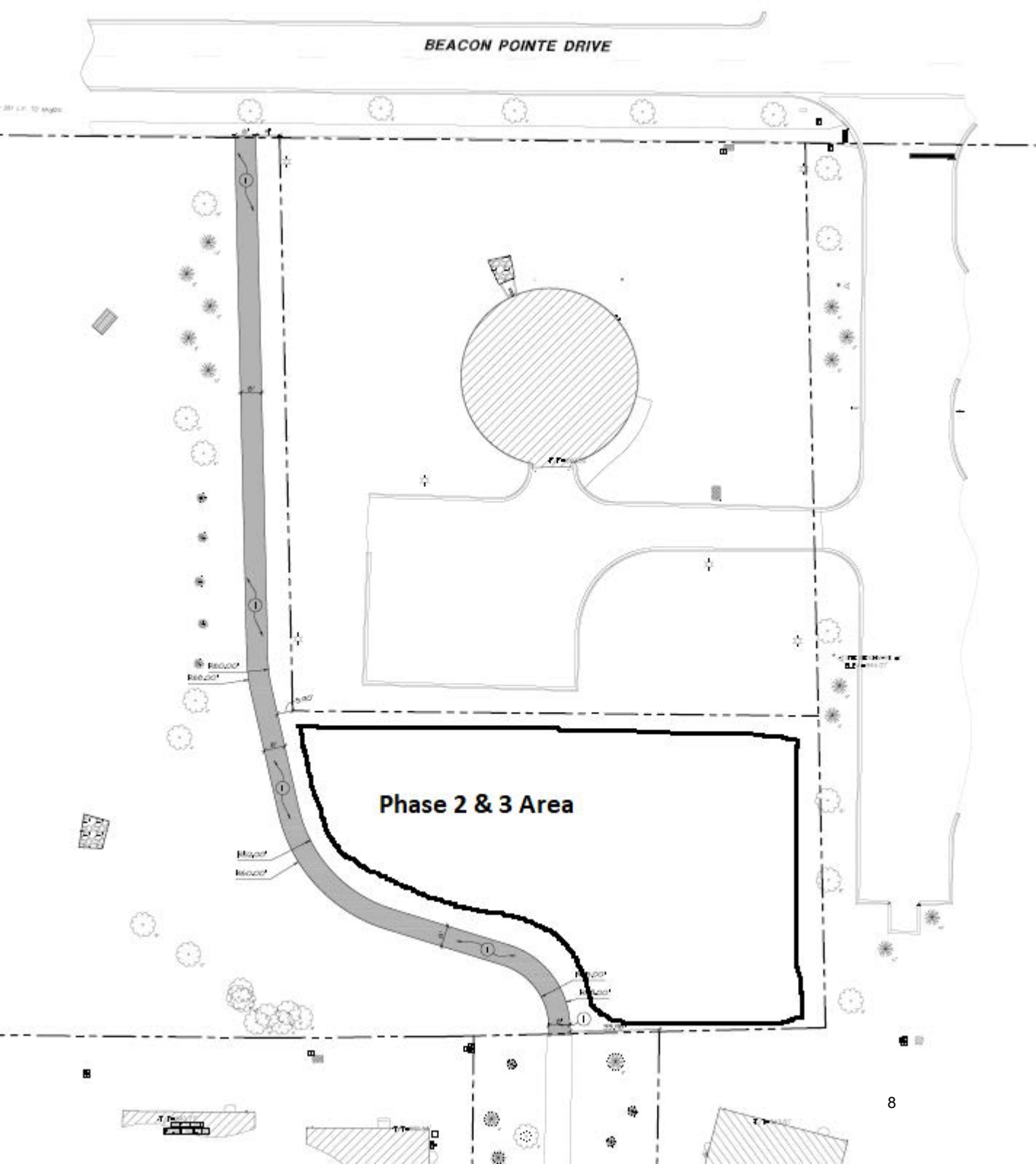
Bids for Beacon Pointe Path Install were opened on 1/9/2023. We received seven bids for this portion of the project and they are listed below.

Scope of Work	A Lamp Concrete	Schroeder Asphalt	Maneval Construction	Everlast Blacktop	D&J Landscapes	Chicagoland Paving	Evans & Son Blacktop
Silt Fence Install & Removal	\$ 11,050.00	\$ 5,000.00	\$ 10,000.00	\$ 4,000.00	\$ 3,895.00	\$ 3,000.00	\$ 3,105.35
Earthwork	\$ 14,670.00	\$ 10,000.00	\$ 32,000.00	\$ 8,500.00	\$ 9,875.00	\$ 19,000.00	\$ 8,068.06
Gravel Base	\$ 7,560.00	\$ 8,103.00	\$ 18,000.00	\$ 10,500.00	\$ 4,810.00	\$ 5,500.00	\$ 8,430.26
Asphalt Install	\$ 10,875.00	\$ 10,037.50	\$ 24,000.00	\$ 11,800.00	\$ 21,190.00	\$ 8,500.00	\$ 7,686.59
Finish Grading	\$ 900.00	\$ 3,758.50	\$ 2,500.00	\$ 2,000.00	\$ 4,200.00	\$ 1,500.00	\$ 3,636.34
Seeding and Erosion Control	\$ 14,400.00	\$ 5,000.00	\$ 6,500.00	\$ 5,000.00	\$ 4,875.00	\$ 2,500.00	\$ 1,584.27
Project Total Cost	\$ 59,455.00	\$ 41,899.00	\$ 93,000.00	\$ 41,800.00	\$ 48,845.00	\$ 40,000.00	\$ 32,510.87

The lowest responsible bidder for this project is Evans and Son Blacktop. They have completed prior like jobs and are recommended by our engineers WT Group.

BEACON POINTE DRIVE

20' L.R. 10' W.G.P.



MEMORANDUM NO. M23-003

TO: Buildings & Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Mowing Services
DATE: 1/17/2023

Motion:

Award the mowing services bid to Gilio Landscapes for \$129,500 in 2023 and, if extended, \$133,385 in 2024 and \$137,386.55 in 2025.

Background:

For the 2023 - 2025 mowing seasons the park district went to bid to have some of our level one parks and the majority of level two and three park sites mowed by an outside contractor. This decision was made due to lack of ability to find staff, the rising cost of fuel and mower maintenance and to allow park staff to concentrate on more detail work at the parks. Staff has budgeted \$150,000 in contractual services for 2023, this budget number includes more than just mowing services such as wildlife and tree care.

Rationale:

Bids were opened on 1/9/2023 and we received 9 bids which are below.

Contractor	Mowing - 28 Weeks
Gilio Landscapes	\$ 129,500.00
Flecks	\$ 215,880.00
Pezza Landscapes	\$ 160,664.00
Uno Mas Landscaping	\$ 169,558.20
Milieu Landscaping	\$ 222,146.40
Yellow Stone Landscapes	\$ 153,804.00
Alvarez , Inc	\$ 241,513.40
Langton Group	\$ 210,536.00
Semmer Landscapes	\$ 193,200.00

The mowing contract will be for 28 weeks per year and will be a three-year contract. The contract amount will increase by 3% each year of the contract. Any party can terminate the contract as long as the reason is in writing prior to January 1 of the year of the contract.

Gilio Landscapes was the lowest responsible bidder. Gilio Landscapes has provided services to Buffalo Grove, Schaumburg, Palatine and Vernon Hills Park District, all of which are pleased with their services.

Gilio Landscapes contract would be for \$129,500 in 2023 and if extended, \$133,385 in 2024 and \$137,386.55 in 2025.

Park	Address	Total Acreage	Mowing Acreage	1 mow per week Cost	28 Week Total
Armstrong	1320 Kingsdale	3	2.4		
Bergman	19 Ela Road	8.7	3.8		
Birch	1045 Ash Rd	6.6	5.5		
Brittany	1245 W New Britton Dr	5	4.9		
Canterbury Fields	1950 Maureen Dr	15	11.7		
Charlamagne	3799 Bordeaux Dr	20.3	2.3		
Chestnut	935 N Dovington Dr	10.3	5.6		
Cipri	4466 Harbor Cir	5.7	5.3		
Colony	5097 Kingston Dr	3.5	3.23		
Community	925 Grand Canyon Pkwy	2.3	1.9		
Douglas	3694 Whispering Trails Dr	3.1	2.9		
Evergreen	600 Washington Blvd	10	4.1		
Fairview	341 Arizona Blvd	3.5	2.4		
Field	410 Durham Ln	0.63	0.58		
Highland	1755 Highland Blvd	11	3.3		
Hunters Ridge	1305 Hunters Ridge Ct	29.4	2.8		
Hunters Ridge basin	5694 Red Oak Dr	1	0.2		
Kingston	4009 Huntington Blvd	6.9	7		
Lincoln	1993 Dogwood Dr	4.8	4.7		
Locust	345 Frederick Ln	4.6	1.5		
Lombardy	1535 Westbury Dr	1.3	1.4		
Maple	105 Illinois Blvd	1.8	1.2		
Meadow	3830 Whispering Trails Dr	7.9	3.8		
North Greenway	1075 Westbury Ln	5.5	5.5		
North Twin	950 Hassell Rd	8.3	3.7		
Olmstead	4500 Olmstead Dr	11	5.5		
Pebble	1855 Westbury Dr	3.43	3.67		
Pine	750 Charleston Ln	9	4.7		
Poplar	1901 Hassell Rd	3.77	3		
Princeton	5400 McDonough Rd	1.6	0.57		
Seminole	3914 Whispering Trails Dr	14.4	4.7		
Sloan	760 Western St	2.1	2.1		
South Twin	985 Hassell Rd	8.2	4.2		
Sundance	4485 Sundance Cir	0.91	0.84		
Thornbark	4475 Thornbark Dr	1.1	1.1		
Tropicana	680 Audubon St	0.94	0.67		
Valley	850 Park Ln	4	2.97		
Whispering	3957 Whispering Trails Dr	5.9	1.8		
Wilmington	1072 Wilmington Ln	3.8	3.9		
Winding Trails	1193 Mallard Ln	3.1	0.7		
Total Acres		253.38	132.13		

MEMORANDUM M23-006

TO: Buildings and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: 2023 Park District Ford F150 XLT Purchase
DATE: 1/17/2023

Motion:

Approve the purchase of the 2022 Ford F150XLT for a total price of \$56,406.00 from Schaumburg Ford.

Background:

The 2023 capital budget includes the replacement of a 1999 Dodge Dakota that has 152,114 miles on it. The budget for this replacement is \$60,000. The 1999 Dodge Dakota is being replaced with our 2015 Ford F150 XLT (formerly driven by the Director of Parks, Planning & Maintenance). The new Ford F150 XLT will enter the fleet and be driven by the Director of Parks, Planning & Maintenance.

Rationale:

The budget is a rollover from last year but staff was not able to secure a vehicle through any of the Illinois State Contract Purchasing Programs, Suburban Purchasing Cooperative or Sourcewell Cooperative Purchasing Program. In order to secure a vehicle for 2023, staff opened a bid for a 2022 or newer Ford F150 XLT. We received three bids and the results are listed below.

Schaumburg Ford	\$56,406.00
Arlington Heights Ford	\$61,172.76
Feldman Ford, LLC	\$66,979.00

Memorandum M23-007

To: Buildings & Grounds Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance January Board Report
Date: 1/17/2023

ADMINISTRATION

Bid packets have been opened for the following projects:

- Tennis Court / Basketball Court Surfacing
- Mowing Contract for 2023
- 2022 Ford F150 XLT
- Beacon Pointe Path Install

Annual safety inspection on all lifts at all facilities are complete.

Burn permits approved and received for all applied locations.

PARKS DEPARTMENT

Built covers for the outdoor fire pits in the beer garden at Bridges.

Setup and teardown on Winter Wonderland at Bridges and Santa Sleigh for mobile Santa.

Demo of the main bar structure at Bridges, currently working on the rebuild of the bar.

Removed old wall paper at the entrance to the Men's and Women's club locker rooms at The Club. Repaired the walls and painted.

Fixed windscreens at Bo's Run and Triphahn Center.

Repairs to the flag pole at Triphahn Center and installed new flag.

Winter plow training with all staff.

Conversion of parks facility technicians van into the mobile outreach vehicle for the recreation department.

Playground checks.

Cleaning of all district fleet vehicles along with inventory of all tools in vehicles.

HVAC and electrical maintenance and repairs.

Filter repair on activity pool defender at The Club.

Steam room valves relocated at The Club now vents are in the boiler room as well as new timers in the steam rooms.

Re-Built acid feed lines to the lap and activity pool at The Club.

Repaired broken pipe in the concrete of the whirlpool at Triphahn Center.

Boiler inspections with Travelers Insurance were complete.

Installed extra outlet in plumbing chase at TopTracer to add supplemental heater.

Added space heaters to areas where cold weather might affect plumbing as a precaution (parks plumbing chases & Seascape bathhouse mechanical room).

Vehicle fleet maintenance and repairs.

Woody plant removals from shorelines in preparation for controlled burns.

Cleanup of tree debris from parks and bridges lots by chipping logs and splitting logs.

Drain cleanouts as winter preparation.

Trash removal at parks.

**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.	C
1Q Comments:	Using the drone to track progress at Seascapes and layout for Beacon Pointe for OSLAD Grant	
2Q Comments:	Drone is being used as we start playground renovations.	
3Q Comments:	New staff working on getting drone license.	
4Q Comments - Complete	Drone being used to take footage of park projects.	
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.	
2Q Comments:	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.	
3Q Comments - Complete	Seed Collection at Charlemagne Park on 10/15/22	
Implement a cross-country skiing course.	Create course at Cottonwood Park	C
1Q Comments:	Design layout was completed, looking to implement in winter of 2022-2023.	
2Q Comments:	Design layout was completed, looking to implement in winter of 2022-2023.	
3Q Comments:	Will be implanting in winter of 2022-2023	
4Q Comments - Complete	Complete at Cottonwood Park	

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.	C
1Q Comments:	Forms are being translated and HR department is doing training days at Parks in Spanish.	
2Q Comments - Complete	HR department met with staff and completed trainings 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.	C
1Q Comments:	This will be ongoing through the year as we constantly evaluate assets.	
2Q Comments:	Playgrounds, Paths, Parking Lots, Courts, Indoor Courts have all been completed. Other items are still being worked on.	
3Q Comments:	Task is still being completed.	
4Q Comments - Complete	GIS now reflects the current conditions and plans.	
Increase efficiency for maintenance staff.	Create utility maps for maintenance tracking.	D
1Q Comments:	Working with the village to incorporate everything into the maps.	
2Q Comments:	Working with the village to incorporate everything into the maps.	
3Q Comments:	New GIS position will continue to work with the Village.	
4Q Comments:	Maps are still being created. With turnover of the GIS position we were not able to finish but will continue working on this.	
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.	C
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:	Job has been posted, we have talked to prospective employees but no luck in the hiring process.	
3Q Comments - Complete	Bryan Taylor is being hired for this position, he began with the district in May as a seasonal working towards this position. He will be starting in this role on October 22nd.	
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	Maintenance staff to provide pool cleaning, locker room	C

Seascape for cost savings.	cleaning and mechanical checks every morning. Staff will no longer be onsite throughout the day, as facility staff will complete day-to-day operations.	
1Q Comments - Complete	Maintenance Staff is set up to complete theses 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.	D
1Q Comments:	This will be part of the renovation process for WRC, timing will be determined after planning is completed.	
2Q Comments:	Staff met with WT Group to perform a new cost analysis with rising cost.	
3Q Comments:	Deferred to 2023	
4Q Comments:	Deferred to 2023	
Upgrades to Huntington Park	Design and install new playground equipment at Huntington Park	D
1Q Comments:	Playground design was chosen and install is set for August/September	
2Q Comments:	Playground set to be delivered Oct 28, 2022.	
3Q Comments:	Playground now set to arrive in late November, currently working with install contractor to see if it can be installed this year.	
4Q Comments:	Playground delivery was pushed back to January of 2023 and install will take place in Spring of 2023.	
Upgrades to Hoffman Park	Design and install new playground equipment at Hoffman Park	C
1Q Comments:	Playground design was chosen and install is set for June/July	
2Q Comments:	Playground set to be installed by September 1, 2022.	
3Q Comments - Complete	Playground install completed.	
Replace Dodge 1 Ton Parks Vehicle	Purchase from state contract.	D
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.	
2Q Comments:	We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.	
3Q Comments:	Deferred to 2023, cannot place order for vehicles for this year.	
4Q Comments:	Deferred to 2023, cannot place order for vehicles for this year.	
Replace Dodge Ram Parks Building Tech Van	Purchase from state contract.	D
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.	
2Q Comments:	We cannot place order for vehicles through our municipal contract until late summer and the vehicles are 30-45 weeks out on delivery.	
3Q Comments:	Currently on a wait list for the vehicle.	
4Q Comments:	Deferred to 2023, cannot place order for vehicles for this year.	
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.	
2Q Comments - Complete	Installed	

Update HVAC to upstairs kitchen at BPC	Install new kitchen air handler at BPC	C
1Q Comments:	Bid set to open in May	
2Q Comments:	Working with contractor on dates to complete install.	
3Q Comments - Complete	Unit installed 10/12/ and 10/13	
Provide proper combustion air to boiler room at The Club.	Install new makeup air unit at The Club	C
1Q Comments:	Unit will be installed by in house staff during 3 rd quarter.	
2Q Comments:	On schedule to be installed in third quarter.	
3Q Comments:	Unit is on order and will be installed when it arrives.	
4Q Comments - Complete	Complete	
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 5	
Court crack fill and recolor at Cannon, Charlemagne, South Ridge, Armstrong Parks, Victoria and Evergreen.	Complete bids and hire outside contractor to complete work.	C
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.	
2Q Comments:	Work set to be completed in August.	
3Q Comments - Complete	All courts completed.	
Elevator piston sleeve replacement at Bridges on the main elevator.	Complete bids and hire outside contractor to complete work.	D
1Q Comments:	Currently working with our elevator contractor.	
2Q Comments:	Currently working with our elevator contractor, to be bid out for late in the year install.	
3Q Comments:	Advanced Elevator is looking into timing of replacement and lead times.	
4Q Comments:	Elevator contractor recommended deferring the project and more investigating in 2023 exactly what needs to be completed and or elevator replacement.	
Asphalt parking lot and path crack fill at WRC, The Club, Seascap and various paths(based on inspections)	Complete bids and hire outside contractor to complete work.	C
1Q Comments:	Contractor has been selected at looking at June to complete lots. We will try to complete Seascap prior to opening if the weather allows.	
2Q Comments:	Seascap was completed and currently contractor has us scheduled for August.	
3Q Comments - Complete	Completed	
Complete repairs of Seascap pool base.	Sand blast the concrete base of the pool at Seascap 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.	
2Q Comments - Complete	Completed	
Develop the old sand volleyball area at Seascap Family Aquatic	Turn the area into open green space with shade structures to allow camps and other groups more grass space with shade.	C

Center.		
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.	
2Q Comments - Complete	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.	
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.	
2Q Comments:	We recently received the OSLAD grant and staff will begin the process.	
3Q Comments:	Project was awarded in August, Currently WT Group is completed the land survey and then we will go out to bid for earthwork, concrete and asphalt path. This will be followed by playground install. District has until August of 2024 to complete.	
4Q Comments:	Path system is out to bid and then playground with target completion of late fall of 2023.	
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.	D
1Q Comments:	Staff has met with WT Group on conceptual plans and have meetings set up to continue the planning process.	
2Q Comments:	Staff met with WT Group on July 7 to have another cost analysis completed to reflect current prices.	
3Q Comments:	Based on cost analysis staff has developed a new plan to be part of the 2023 budget.	
4Q Comments:	Building needs will be completed in 2023.	
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.	C
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.	
2Q Comments:	We are expecting to hear soon that application for 2023 are open and when we do we will be applying.	
3Q Comments - Complete	Application sent in on September 29, 2022.	
Update elevator at Vogelei Barn	Upgrade Vogelei Barn elevator and ensure that it meets all ADA compliance.	D
1Q Comments:	Bids are due in May.	
2Q Comments:	Bids were cancelled and will be bid for August approval.	

3Q Comments:	Staff met with engineers as the structure of the elevator has to be changed to accommodate the new elevator. This will now be a 2023 Project.	
4Q Comments:	Project Deferred to 2023.	
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.	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.	
2Q Comments - Complete	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.	
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 Fabbrini Park and had 15-20 participants. On Earth Day, Parks will be holding an event at Vogelei Park from 3 to 7pm.	
2Q Comments - Complete	Earth Day event was cancelled due to weather and Park cleanups were held later at Black Bear Park.	
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.	
2Q Comments – Complete	Completed at Black Bear Park in June.	
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.	C
1Q Comments:	Set for 10/15/2022 at Charlemagne Park	
2Q Comments:	Set for 10/15/2022 at Charlemagne Park	
3Q Comments - Complete	Event held 10/15/22 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.	C

1Q Comments:	Constantly ongoing.	
2Q Comments:	Constantly ongoing.	
3Q Comments:	Constantly ongoing.	
4Q Comments - Complete	Staff kept up with public concerns and in 2023 will have a dedicated staff member and phone number to aid with this.	
Provide park updates via district webpage.	Post all park projects under park updates.	C
1Q Comments:	As projects start we will use drone footage to provide updates.	
2Q Comments:	As projects start we will use drone footage to provide updates.	
3Q Comments:	Constantly ongoing	
4Q Comments - Complete	Projects updated.	