



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

**AGENDA  
BUILDINGS & GROUNDS MEETING  
TUESDAY, JULY 7, 2015  
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - June 2, 2015
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Parks Board Report w/2Q Goals / M15-080
  - B. Planning & Development Board Report w/2Q Goals / M15-079
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE SCOTT R. TRIPHAHN COMMUNITY CENTER & ICE ARENA AT 1685 W. HIGGINS ROAD IN HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES  
BUILDING & GROUNDS MEETING  
June 2, 2015**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building & Grounds Committee was held on June 2, 2015 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Bettencourt, Friedman, Triphahn, Chairman Kilbridge

Absent: Comm Rep Dekirmenjjan, Snyder

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

Audience: President Bickham, Commissioners McGinn, Kinnane, R. Evans, Kaplan; Dr. Steinberg, Mr. K. Evans

**2. Agenda:**

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

**3. Minutes:**

Commissioner Mohan made a motion, seconded by Comm Rep Triphahn to approve the minutes of the May 5, 2015 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

Dr. Steinberg of 4158 Portage addressed the committee to discuss the maintenance of the parks and lakes, specifically the naturalized areas. He noted that soccer and baseball fields were mowed and maintained but park areas and specifically South Ridge Park shoreline was not mowed as it was a naturalized area. He noted that with better equipment or more staff they might be able to maintain the area, but presently it looked like hay behind his house after a mowing. He noted that it was mowed at 2 inches and looked terrible. He also noted that he did not like the "Do Not Enter" and "Keep Out" signs posted around the naturalized area. He explained that the area was full of thistle and did not know how those participating in the Fishing Derby would be able to trample through on their way to the lake. He said he would like to see a change and asked staff to look into a mulching blade for the district mowers as well as mowing the naturalized areas to keep the thistle at bay. He suggested that funding could be provided by only having the new commissioners attend conference and use those funds on maintaining the parks.

**5. Old Business:**

None

**6. New Business:**

A. Repair of PS Dectron Units 1 and 2/M15-070:

Executive Director Bostrom reviewed the item explaining that the units had been installed 15 years ago and were reaching their lifetime limit before they were scheduled to be replaced. He explained that they were a significant amount of money to replace and that Director Giacalone had been reviewing options on replacement and/or repair and maintenance. He explained that the units removed the humidity from the air and that without them; the interior of the building was at risk for rust.

Director Giacalone agreed that the replacement costs were expensive and that the units were 15 years old. He also explained that they had been repaired in the past but that the conditions they were used for/in were highly corrosive. He explained that they were working with Trane as part of the Joint Purchasing process and they were suggesting to start with the dampers and see how much work would actually need to be done to get the units up and running. He explained that Trane had been there for ½ day to evaluate the situation.

Deputy Director Talsma explained that the replacement cost could be between \$800,000 and \$900,000 for the 2 units. He explained that they were looking at a repair today along with a service contract for the next several months and/or a year so that the district could budget for the replacement in next year's budget.

Commissioner Mohan asked about the original contractor and Director Giacalone explained that they would get a price for replacement from them also. Executive Director Bostrom explained that in 15 years, the technology had changed much and there might be a better alternative out there now.

Comm Rep Triphahn asked if 10% contingency would be enough and Director Giacalone explained that at this point, staff did not know what they might encounter until Trane began the repairs. She asked when they would get a quote for the service contract and Deputy Director Talsma said they were hoping to see it soon.

Chairman Kilbridge asked about the comment of getting through to winter and Deputy Director Talsma noted that they did not use the units as heavily in the colder weather as well as the opportunity to schedule it into the next budget.

Commissioner R. Evans asked about the maintenance of the units and Director Giacalone explained that it was done in-house and by contract. Executive Director Bostrom noted that the original units cost \$600,000 to \$700,000 when installed and had a 1 year warranty.

Commissioner Kaplan asked about health concerns. Commissioner Kinnane noted that he and his children could feel the effects of the chlorine. Executive Director Bostrom explained that the units affected the air quality rather than water. He believed the issue was a long-term impact on the structures within the area; however, with the dampers not working, there certainly would be more of a chlorine smell in the air.

Dr. Steinberg asked how long they had been repairing the units and Director Giacalone explained that it started approximately 5 years earlier. Dr. Steinberg asked if the district had a contingency plan and Executive Director Bostrom explained that there were funds in the Capital Reserve to deal with these issues. Dr. Steinberg questioned if there were EPA levels that had to be taken into consideration. He said he believed the approach to do the minimal amount was a good one.

Mr. K. Evans asked if we had the same system at Triphahn Center, but we do not. Director Giacalone explained that it was a much smaller

area and was just exhausted out of the building. Mr. Evans suggested replacing the system now rather than repair and replace later.

Deputy Director Talsma said there was a quote from Trane in next year's budget and that the district had thought to get another 5 years out of the units. Mr. Evans asked if the air exhausted from TC was an issue and Director Giacalone noted that it was not and that it was done according to industry standards.

Commissioner Kaplan asked how long it would take to replace. Director Giacalone noted that it would be a week's work and Executive Director Bostrom noted that was why they were also looking to replace over the winter when use was down.

President Bickham asked if it was in the 2020 CMP and Executive Director Bostrom noted that the CMP was actually only to 2019 and that the cost was identified but not attached to any specific year for replacement.

Chairman Kilbridge asked about the cost for 1 year service contract and Deputy Director Talsma explained that they did not have an exact amount as of yet.

Comm Rep Triphahn noted that the units were operating at 40% and asked if there were repercussions on the equipment in the area. Director Giacalone explained they were seeing some surface rust.

Deputy Director Talsma noted that with opening the dampers and getting the units working; they could get to the next year. He also noted that it would take 6 months to order the new units.

Commissioner McGinn asked how they determined that they were working at 40% and Director Giacalone noted that Trane had made that determination.

Dr. Steinberg asked about the energy uses versus the old and new and Deputy Director Talsma noted that they were working on that information now.

Commissioner Mohan made a motion, seconded by Commissioner Triphahn to award the contract to Trane to repair both Dectron units at a cost not to exceed \$27,215 with a 10% contingency. Additionally, they recommend that staff follow through on adding a 12 month service agreement with the exact cost for that to be presented at the next meeting. The motion carried by voice vote.

B. Park Board Report/M15-069:

Director Giacalone reviewed the item.

Dr. Steinberg asked if there was a wind speed that prohibited spraying and Director Giacalone explained that there was. Presently they are spraying for broadleaf. Dr. Steinberg asked about spraying the dandelions after the puff stage and Director Giacalone explained that the dandelions still produced a chemical that would kill the grass and that if they did not kill the dandelions the district would see a loss of turf. He noted that last year they actually sprayed twice, once prior to the puff stage and again after the fact.

President Bickham asked if there was a way to check for leaks at Seascap prior to the week before opening. Executive Director Bostrom noted that in the future they will be filling the pool earlier to check for leaks and that Seascap is now 19 years old and they are having more repairs. Director Giacalone explained that they would start painting the bottom of the pool in the fall rather than waiting until the spring so that they could fill the pool earlier. Dr. Steinberg asked about servicing the pumps at the end of the season and Director Giacalone explained they serviced 1 – 2 pumps at the end of each year and that they had never had a problem opening FAC because of a pump issue.

Park Overview:

Director Giacalone explained that he was the Division Director of Parks Services and Development and Risk Management. He noted that he had 5 Supervisors working for him; Construction Supervisor with 3 full time and 7 seasonal staff, Turf Supervisor who was also in charge of the Lightning Detection System with 2 fulltime and 7 seasonal staff, Horticulture Supervisor also in charge of the naturalized areas and the aquatic vegetation with 2 full time and 7 seasonal staff, Facility Supervisor who also was in charge of the HVAC systems with 3 full time and 3 seasonal staff, and the Mechanic Supervisor in charge of all vehicles and equipment with 2 full time staff. Director Giacalone noted that they worked on a 7 day work week to control overtime and that in the winter they had a night shift crew that worked on special projects and a snow plow crew. He explained some of the special projects they were working on were the carpet installation at the Triphahn Center, the restrooms project at Fabbrini Park and BPC, shoreline restoration and maintenance at BPC.

Commissioner Mohan made a motion, seconded by Comm Rep Friedman to send the parks report M15-069 to the board. The motion carried by voice vote.

C. P&D Board Report/M15-068:

Director Buczkowski reviewed the item. Chairman Kilbridge asked about the footings at Valley Park and Director Buczkowski explained that they over dug the holes and backfilled them with stone.

Comm Rep Triphahn noted that the parking lot at TC looked great.

Overview:

Director Buczkowski explained that he was the Division Director for the Planning and Development Department and presented a slideshow explaining the unique methodology the district used to move projects forward with outside contractors. He reviewed the yearly cycle noting that he had a relationship with the contractors that helped in the bidding process. He noted that the district's schedule and approach generally allowed them to be first in line for project scheduling with the outside contractors. He explained that he used a CAD system to generate accurate quantities for the bidding packages and that projects were bid out on a unit price that took much of the questions out of the bid process. He explained that the bidding process being used was very successful.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to send the P&D Report to the board. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Triphahn reminded everyone of the SRT on June 17<sup>th</sup> and that we could use a few more volunteers.

Comm Rep Friedman gave kudos to the maintenance department for getting the fields in playing condition.

Commissioner Mohan asked about the cancellation of the concert and it was noted that it was cancelled for the Blackhawks game and moved to June 18<sup>th</sup>.

Chairman Kilbridge said staff had done a good job getting the pool opened and that the TC parking lot looked awesome. She reminded everyone of the Social Event next Tuesday at 7 pm at BPC rather than the Recreation Committee meeting.

**8. Adjournment:**

Comm Rep Triphahn made a motion, seconded by Comm Rep Friedman to adjourn the meeting at 8:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peggy Kusmierski  
Recording Secretary



**MEMORANDUM NO. M15-080**

**TO: Buildings & Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**John Giacalone, Director Parks & Risk Management**  
**RE: Parks Board Report – June**  
**DATE: June 30, 2015**

1. Work is proceeding at Fabbrini Park on back filling and grading the sides of the re-structured walking path. Inclement weather has delayed completion. Better weather estimates should allow crews to make better advances in completion.
2. Severe rain and conditions have curtailed mowing operations for several days. Several parks are saturated and impossible to mow. The dog parks are designated retention areas and are doing their jobs, but in the process mulch run-off and muddy areas have resulted.
3. Turf weed control is near completion. The dandelion and clover seasons are coming to an end. Fall weed control will rectify any missed areas due to weather.
4. Warning tracks at Cannon and Fabbrini have been sprayed and are within weed thresholds.
5. 102 Trees were planted.
6. 76 trees were planted to replace Ash trees lost to EAB throughout the district.
7. 26 Oak trees were planted at Fabbrini Park (Highpoint) in conjunction with the renaming ceremony. These trees were made possible through a grant from United Airlines.
8. The fall tree order has been placed for 50 more trees to plant this fall as Ash replacements.
9. Due to the wet conditions we are on our third round of weeding shrub and flower beds throughout the district.
10. Invasive species control has begun and will continue as weather permits. Overall our control program is meeting the tolerable percentage of 20% with the majority of sites at an occurrence level of approximately 5%.
11. Three new tree memorials were installed at Vogeley (2) and Valley (1) Parks.
12. Completed maintenance and repair on all sprinklers.
13. Zamboni replaced rear lift bar and two shut off valves.
14. Bed edger replaced three idler pulleys and belt.
15. Commando fertilizer spreader new front tires.
16. Daily maintenance and repairs to mowers and ball field groomers.
17. Prepped two new vehicles for ready to use.
18. New tires installed on truck 528.
19. Staff removed Senior Center platter box wall and constructed new block wall and top cap at same location at Triphahn Center.
20. Staff installed all benches back on new pads at Fabbrini Park pathway.
21. Staff removed treated lumber planks from Lake Overlook and replaced with new lumber at Fabbrini Park.
22. Staff installed new seats on rockers at Valley Park Playground.
23. Staff removed graffiti, repaired wall on playground at Canterbury Park, and removed graffiti at Highland, Hoffman and Fairview Playgrounds.
24. Staff removed a treehouse at Essex Park.
25. All the water to the splash pads are on and repairs being made to one not functioning properly.
26. All drinking fountains are turned on.

27. Multiple repairs made to the Funbrella's at Seascape.
28. Repairs were made in 4 different spots on the water line feeding the dog park at Bo's Run.
29. All the air filters were changed at PSS&WC and most of Triphahn Center.
30. Repairs were made to the air compressor at Triphahn Center.
31. Pump couplings were repaired at PSS&WC.
32. New spa filter and chemical controller were installed at PSS&WC.
33. Electrical power was upgraded at the café in PSS&WC for the new vendors.
34. Multiple ballasts and light bulbs were repaired at PSS&WC.

**HOFFMAN ESTATES PARK DISTRICT  
PARKS DIVISION**

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

**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

**District Initiative 2: Achieve customer satisfaction and loyalty**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
BPC – replace RTU-5 Trane 15-ton compressor	Complete by end of 4 <sup>th</sup> quarter	NB	
Seascape rebuild pumps #1 & #3	Complete by end of 4 <sup>th</sup> quarter	C	Pumps are installed and running
TC repair roof at connection point to old section	Complete by end of 4 <sup>th</sup> quarter	NB	
Repair TC HVAC system by adding Trane Tracer DDC to integrate HVAC systems and replace IGV with VFD on TC AHUs.	Complete by end of 4 <sup>th</sup> quarter	IP	Contractor has started the project

**District Initiative 3: Connect and engage our community**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Environmental public awareness	Provide useful public landscaping information through the park perspective and web site	IP	Information is on the website and reoccurring on Facebook
Community volunteer opportunities	Conduct a volunteer garlic mustard removal event, a teasel removal event & a wild flower seed collection event w/community participation	IP	Two volunteer events have taken place and two more are planned for later this summer

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Initiative 1: Achieve annual and long range financial plans**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Administrate the Parks Division budget	Meet 100% of the timelines established by the finance division	IP	Collecting data
Monitor budget to ensure expenses do not exceed budget and are in line with revenue projections and revenues are meeting financial goals and objectives.	Meet or exceed budget bottom line.	IP	Line items are being monitored

Parks division budget	Produce and stay within a balanced budget	IP	<b>Line items are being monitored</b>
Develop the Parks and Risk Mgt sections of the 2015 CMP	Complete by the district's adopted schedule	IP	Collecting data
(3) 2009 Toro Z-turn mowers	Complete by end of 2nd quarter	C	Mowers have arrived
Vehicle 507 – 1989 Chevy Crew Cab	Complete by end of 2nd quarter	C	Vehicle has arrived

**District Initiative 3: Utilize our resources effectively and efficiently**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
All district storage- install heat detectors	Complete by end of 4 <sup>th</sup> quarter	NB	
BPC golf maintenance – install heat detectors	Complete by end of 4 <sup>th</sup> quarter	NB	
Parks maintenance vehicle storage – install heat detectors	Complete by end of 4 <sup>th</sup> quarter	NB	

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

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

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 4 <sup>th</sup> quarter	C	Seeding is completed
Enhance natural areas by controlling invasive plants/weeds	Complete by end of 4 <sup>th</sup> quarter	IP	Currently less than 5% invasive plants around the lakeshores
Purchase and plant trees, shrubs, and flowers throughout district	Complete by end of 4 <sup>th</sup> quarter	IP	The spring tree planting is complete

**District Initiative 3: Advance environmental and safety awareness**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Retro fit existing facilities with Green/Energy efficient solutions with primary focus on lighting	Complete by end of 4 <sup>th</sup> quarter	IP	Retrofit lighting is currently being engineered
Maintain Park Division's compliance with IPRA's Environmental Report Card	Complete by end of 4 <sup>th</sup> quarter	IP	On target

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Initiative 1: Develop leadership that ensures work force readiness**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Train and document 100% of all staff on job specific and mandatory training within the Park's division	Within one month of their employment start	C	All staff has been trained

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

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Regularly enforce the I-2 CARE values	Complete by the end of the 2 <sup>nd</sup> quarter	IP	Reinforced through staff meetings

**District Initiative 3: Promote continuous learning and encourage innovative thinking**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Instruct & train members of the training committee on district wide trainings	Complete by end of March	C	Completed in January

MEMORANDUM NO. M15-079

**TO: Building and Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**Gary Buczkowski, Director of Planning and Development**  
**RE: BOARD REPORT**  
**DATE: June 25, 2015**

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Once again, rain has had a significant impact on completing the construction projects as planned.

**1. Playgrounds:**

As previously reported, Valley and Maple playgrounds were completed in early June and opened to the public. The ornamental fence was installed at Maple and is serving as a barrier between the playground and Illinois Boulevard. Yet to be completed in-house, is the installation of the bench and bike rack at Valley and restoration of turf areas damaged due to construction access issues. Evergreen Park has been delayed because access to the district's dump site is not passable due to the amount of rain the site has experienced over the last month and a half. The estimated cost to haul mulch material that is not used for public distribution is between \$7,000 and \$10,000 and staff does not think that it is worth expensing that at this time.

**2. Parking Lots:**

Asphalt work on our parking lot projects was completed in early June and crack filling and seal coating was completed the last week of June. At this point, staff is evaluating all parking lots and work to be included for consideration as part of the 2016 capital plan.

**3. Fabbrini Park:**

Along with the parking lot paving, the contractor completed the resurfacing and adjusting of grades on the paths within the park. Because of significant grade adjustment, maintenance staff will adjust adjacent turf areas so that the path edges are flush with the surrounding turf areas. The fence contractor has installed the barrier fences where significant grade differentials occurred as a result of the path adjustments. The tennis court gate relocation will be completed as soon as a new gate arrives. Staff, along with the contractor has determined that along with the existing gate that was to be relocated was in poor location and not worth the relocation expense. The cost of the new gate was \$350.

**4. Chino Park redevelopment:**

Planning staff met with recreation programmers to determine the best use for Chino Park. Based upon their analysis of current needs, Rec staff is evaluating the concept of Chino being developed as an active use area for youth and teens. Planning staff is

currently reviewing equipment concepts along with amenities that would meet or address programming needs. Envisioned as a destination location, the Chino development could be a revenue source that has not previously been tapped into both from an entry fee similar to the dog parks and corporate sponsorships. Challenge "U" Hoffman as it might be called could possibly be the next playground concept for a user group that has typically been lost to sedentary lifestyles. Conceptual budgets have been developed in the range of \$750,000 to \$1,000,000. When more information is available, Planning staff will present the concept to the committee and board. At this time, one of the products and/or equipment has not been formally released to the public, but rather it is expected to be introduced at the National Conference in Las Vegas.

**HOFFMAN ESTATES PASRK DISTRICT  
PLANNING & DEVELOPMENT**

**Report Date: July 7, 2015**

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**DISTRICT GOAL 1: PROVIDE HEALTHY AND ENJOYABLE EXPERIENCES FOR ALL PEOPLE**

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

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Patch and repair districts parking lots and walkways in accordance to minimum safety and ADA standards.	By December 1, 2015	<b>C</b>	Projects have been designed /bid / awarded and are under contract for construction. <b>Completed in early June</b>
Design and implement corrective solutions for ADA issues listed in the District's ADA Assessment Plan	By December 31, 2015	IP	Design work completed and is currently under contract for work necessary to address ADA issues at Triphahn north and south entrances and also walkway crossings at Willow Rec aprons. Staff is currently correcting issues with Fabbrini restrooms; both men and women. <b>Paths and floating dock completed at Fabbrini. Pricing is now underway for concrete slab raising and crack filling.</b>
Develop conceptual plans for the renovation and improvement of Chino Park	By November 2015	<b>IP</b>	Planning staff has not received any direction from programming staff as to programing needs. <b>Based on a district needs analysis, Recreation department is evaluating the concept of Chino being developed to facilitate and encourage youth to participate in physical fun activities.</b>
Develop conceptual plans for construction of a North Side Splash Pad Park	By November 2015	IP	Conceptual costing has been completed however the project has been put on hold until more is known at the potential cost commitment for upgrades to Chino Park and Triphahn Active Adults Center. <b>Also impacting progress on the project is</b>



			<b>the uncertainty with the State's financial situation and the potential of a tax freeze on districts such as HEPD. If that were to happen the district might need to reevaluate the need for new projects vs. the need to maintain what we already have.</b>
Analyze existing space utilization via in house staff study at the Triphahn Center and identify possible means to expand space to accommodate future active adult program needs.	By December 31, 2015	IP	<b>Planning staff has received a list of programming needs from Recreation that would utilize existing building square footage on the north side of the building. Additional information regarding programming limits and overlapping uses is being formulated. Once that information is in hand, Planning staff will secure an architect proposal for conceptual design work and costing. That proposal will be presented to the committees and board.</b>
Repair/repave and upgrade High Point pathway system	By September 2015	C	Projects have been designed /bid / awarded and are under contract for construction. <b>Paths were completed in early June. Final grading and seeding of edges is being accomplished by the maintenance department.</b>
Develop ideas to better communicate park rules and Communication of park programs and healthy life styles	By October 2015	IP	Two proto type concepts have been developed and are being tested outdoors.
Develop and initiate a pilot test project to communicated through QR codes district programs and offerings including healthy lifestyles information. Test to run 4 months	Completed by September 2015	IP	Signs and programs developed and are now in the field for public use.

**District Initiative 3: Connect and engage our community**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Proragis – Coordinate and maintain all district current statistical data as required by Proragis.	By December 31, 2015	C	85% of 2014 HEPD data has been submitted to Proragis.

**DISTRICT GOAL 2: DELIVER FINANCIAL STEWARDSHIP**

**District Initiative 1: Achieve annual and long range financial plans**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Develop and administer the Planning and Development division budget and meet all time lines established by the Finance Division	By end of 4 <sup>th</sup> quarter	IP	Paving, concrete, courts repair, playground renovations Fabbrini pathway projects are currently under contract according to the yearly capital improvement schedule.
Complete all capital projects within budget	By end of 4 <sup>th</sup> quarter	IP	
Monitor budget to ensure expenses do not exceed budget and are in line with revenue projections and revenues are meeting financial goals and objectives.	Meet or exceed budget bottom line.	IP	All 2015 Capital projects are under contract and under budget by \$50K with another \$25K held for contingency.

**District Initiative 3: Utilize our resources effectively and efficiently**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Coordinate construction of hotel at BPC	Contingent on partnership & agreement	NB	Possible developers have not come forward at this point.
Maintain IPRA's Environmental Report Card	By end of 4 <sup>th</sup> quarter	IP	All of the construction contracts involve contractors who have documented environmental initiatives within their company operations.
Research and evaluate the benefits of GIS technology as it applies to HEPD. Develop potential capital investment and continued operational costs so as to determine return on investment	By end of 3 <sup>rd</sup> quarter	IP	Staff has met with software vendor. <b>Report was prepared and is now being reviewed by the Administrative Staff/Directors.</b>

**DISTRICT GOAL 3: ACHIEVE OPERATIONAL EXCELLENCE AND ENVIRONMENTAL AWARENESS**

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

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Implement CMP capital improvements listed for the calendar year 2015	By end of 4 <sup>th</sup> quarter	IP	All 2015 capital projects are now under contract.
Replace Valley, Evergreen and Maple Park Playground	By June 2015	IP	Under contract; awaiting favorable weather conditions to begin construction. <b>Valley and Maple completed except for seeding and installation of bench and bike rack at Valley which is to be done</b>

			<b>by maintenance staff.</b>
Upgrade and make ADA improvements to High Point Restroom	By September 2015	C	Under contract; awaiting favorable weather conditions to begin construction.
Repair and/or re-coat tennis courts	By August 2015	IP	Under contract; awaiting favorable weather conditions to begin construction.
Patch and/or sealcoat parking lots at WRC, TC, Parks Maintenance, Vogelei, Cottonwood Park	By August 2015	C	Under contract; awaiting favorable weather conditions to begin construction.
Shoe Factory to Prairie Stone Bike Trail coordinate with Village /Cook Country Forest Preserve/IDOT/ IL Tollway	Ongoing, anticipated completion fall of 2016	IP	The Federal Government and IDOT are currently reviewing the proposed plans developed by the consultants. <b>CNN Railroad is the hold-up on approval of the plans for the use of their R.O.W.</b>

**DISTRICT GOAL 4: PROMOTE QUALITY LEADERSHIP AND SERVICES**

**District Initiative 3: Promote continuous learning and encourage innovative thinking**

<b>Division Objectives:</b>	<b>Measures:</b>	<b>Status</b>	<b>Achievement Level/Comments</b>
Attend National Conference	October 2015	IP	
Attend Webinar Training P&D	December 2015	C	<ul style="list-style-type: none"> <li>• 2015 ILCC Conference Schaumburg 3 days 2/25-27).</li> <li>• Water Odyssey March 31/</li> </ul>
Attend CPSI CEU Playground Training	June 2015	C	Scheduled for April 20, 21 & 22 <b>Completed and passed certification test</b>