



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, DECEMBER 2, 2014
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - November 4, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Playground renovation 2015 – Valley, Evergreen & Maple / M14-133
 - B. Park Portal Pilot Project / M14-135
 - C. Marquee Sign Change Order / M14-144
 - D. Marquee Sign Additional Warranty / M14-142
 - E. Renaming of High Point Park / M14-145
 - F. Parks Board Report / M14-141
 - G. Planning & Development Report / M14-136
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 COMMITTEE
November 4, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building & Grounds Committee was held on November 4, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Rep Dekirmenjian, Friedman, Kinnane, Snyder, Chairman K. Evans

Absent: Commissioner Mohan, Comm Rep S. Triphahn

Also Present: Executive Director Bostrom, Deputy Director / A&F Director Talsma, P&D Director Buczkowski, Parks Director Giacalone, Rec/ Facilities Director Kies

Audience: Commissioner Kilbridge, McGinn, Greenberg, President Bickham, Tony Dublo from Walton Signs

2. Agenda:

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

3. Minutes:

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to approve the minutes of the October 7, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Golf course shoreline stabilization Phase 2/M14-123:

Executive Director Bostrom reviewed the memo noting that Phase I was the placement of the rip rap by in-house maintenance and should be done by this week. He also noted that \$20,000 had been allotted for that portion of the project and it would be within budget.

He explained that Phase 2 would be completed by in-house maintenance, golf course maintenance and an outside contractor to remove the steel wall, grade the area, set the Rosetta stone (outside contractor) and remove the cart path (golf course maintenance). He noted that Wadsworth was very reputable and had just finished a similar project at Medinah Country Club.

Comm Rep Snyder asked if it was a Prevailing Wage contract and Executive Director Bostrom noted that all contracted work was required to pay Prevailing Wage.

Chairman K. Evans asked if they were losing much rip rap to the bottom of the lake and Director Giacalone noted that it was pretty firm without much loss.

Comm Rep Friedman made a motion, seconded by Comm Rep Kinnane to recommend the board approve awarding the contract to Wadsworth Golf Construction Company in the amount of \$69,500; contingency fund of \$3,000 and cost to purchase Rosetta Stone of \$5,500 for a total amount of \$78,000 as outlined in M14-126. The motion carried by voice vote.

B. Shelter and overlook at High Point Park/M14-121:

Executive Director Bostrom reviewed the item explaining that just recently it had been determined that the shelter and overlook were used much more often than originally thought. He noted the memo recommended removal but the other options would be to repair and maintain since they provided value to the public.

Director Buczkowski noted that due to the unstable soils in the area, there was no guarantee that if the concrete slab was replaced, that it would not heave as it has done in the past. Chairman K. Evans asked if the 5-inch difference in the flooring posed a danger to users and Director Buczkowski explained that it did not.

Comm Rep Kinnane asked about meeting ADA requirements. Executive Director Bostrom noted that they would be looking at repair

and maintenance rather than replacement which would impact the district's need to make those structures fully ADA accessible, noting that many other amenities in the park were accessible.

Commissioner Greenberg urged the committee to keep in mind the value of passive recreation and explained that the structures could be duplicated in other, more stable, areas of the park.

Chairman K. Evans explained that if the committee choose to maintain the structures, they would not need a recommendation to the board.

Commissioner Greenberg suggested putting in solar lighting with motion detectors to help prevent vandalism. Chairman K. Evans asked which structure received the most vandalism and Director Giacalone explained the shelter did.

The committee consensus was to maintain the structures and so no motion or recommendation was made to the board.

C. Parks Board Report/M14-125:

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to send the Parks Report to the board as presented. The motion carried by voice vote.

D. P&D Report/M14-124:

Chairman K. Evans noted that staff had done a great job on the marquee signs.

Executive Director Bostrom explained that there was a playground improvement meeting for the public on November 5th and while Commissioners and Comm Reps were welcome, if more than 2 were in attendance, they would be asked not to speak to the issue as that would constitute an illegal meeting of the board/committees.

Comm Rep Dekirmenjian asked if staff was bringing a plan to the meeting and Director Giacalone explained that he had a type of plan however, he would be asking the public for their input on the playground design.

Comm Rep Snyder made a motion, seconded by Comm Rep Kinnane to send the P&D Report to the board as presented. The motion carried by voice vote.

E. 2015 Budget Format/M14-120:

Deputy Director Talsma reviewed the memo noting that it was the same format as previously and presented at the class level for all committees to review. He noted that at the B&G meeting they would be looking at Fund 01 (Maintenance), Fund 12 (Capital) and Fund 09 (Special Rec) and next week they would review those areas that looked more closely at the operational aspects of the budget.

He explained that the Comprehensive Master Plan was the backbone for the capital development and replacement plan for the district but that the objectives drove the budget as it was the funds through the budget that supported the district's objectives. He also explained that they would be releasing almost \$1,000,000 in reserve to help fund future projects through the refunding of bonds for the 2004 Debt Certificates.

Deputy Director Talsma explained that the Special Rec fund had spent much of the fund and that they were receiving less money due to the lower EAV and that next year they would run a deficit budget in that fund. He explained that the General Fund balance was very healthy and that the district could use those reserves to fund the ADA projects instead. He also explained that the district was looking to abate the working cash fund to pay off the IMRF liability. He explained that he believed the EAV to be on the rise in the next few years which would increase the funds available. Deputy Director Talsma reviewed the district's policy saying that they maintained 3 months of operating costs in reserves and that even with the move of nearly \$1,000,000 there would still be \$2,000,000 to maintain that reserve.

Commissioner Greenberg asked if they could regenerate the working cash fund and Deputy Director Talsma explained that they would not be able to do that for a minimum of 10 years. Commissioner Greenberg asked if they would be losing any TIF districts and Deputy Director Talsma noted that he was not aware of any in the near future and that the district received \$300,000 to \$350,000 additional TIF funds.

President Bickham asked if they would have to levy the working cash fund in a referendum and Deputy Director Talsma explained that they had Lighting and other funds that could be regenerate any time and funded but to receive additional funding, the district would have to hold a referendum.

President Bickham asked why the IMRF number fluctuated and Deputy Director Talsma explained that it was tied to the IMRF earnings on their investments. He explained that the district owed approximately \$1,000,000 to IMRF and felt that it would be to the district's best interest

to pay that off next year noting that they were paying over 7% interest on that debt and only seeing 1.5% interest on their investments.

Review of Objectives:

Parks/Maintenance:

- Chairman K. Evans asked about the PSSWC compressors and Director Giacalone explained that while there were more than 2, only 2 were scheduled for replacement next year.
- Deputy Director Talsma explained that Director Giacalone was taking on the responsibility of all facility repairs for the coming year and so, therefore, funds were being moved out of specific facilities and into the maintenance budget to cover that change.
- Commissioner Greenberg asked if wild flower seeds would also be used for BPC and Director Giacalone explained this objective pertained to the parks maintenance department and wild flowers for BPC would be contained in BPC's budget.
- Chairman K. Evans asked about the burns and Director Giacalone explained that they still had time on their 2014 contract but needed a hard frost to do any fall burns.

Planning & Development:

- Commissioner McGinn asked about the cost of asphaltting the lots, given the high cost in 2014 and Director Buczkowski noted that they were using the new year rate.

General Fund Maintenance Budget:

- Deputy Director Talsma explained that the grant reimbursement line was for the "Going Green" grants that Director Giacalone was pursuing.
- President Bickham questioned the amount for fuel and lubricants and Deputy Director Talsma noted that it was funded at over \$3 per gallon and felt it would be sufficient.

Capital:

- Commissioner Greenberg asked if there would be a surplus of \$3,000,000 in the capital fund and Deputy Director Talsma explained that included the additional funds from the bond proceeds and the \$1,000,000 transferred in from the reserves.

Special Recreation:

- Deputy Director Talsma explained that the budget included the NSWRA Assessment.

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to send the 2015 Budget for Fund 01, Fund 12 and Fund 09 to the board as presented. The motion carried by voice vote.

Chairman K. Evans thanked staff for presenting a very clear and concise budget.

7. **Committee Member Comments:**

None

8. **Adjournment:**

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to adjourn the meeting at 8:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

MEMORANDUM NO. M14-133

TO: B&G Committee
FROM: Dean Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Playground Renovation 2015; Valley, Evergreen and Maple
DATE: November 11, 2014

Background:

Earmarked in the 2015 capital funds are monies available for the replacement of Valley, Evergreen and Maple playgrounds. Maple was last renovated in 1997 and Valley and Evergreen were renovated in 1998. Based upon a 15-18 year life cycle all three of these playgrounds are in need of updating.

Consistent with the district's policy, staff notified residents within 300 feet of each park with a proposed renovation project. A public meeting was held on November 6th at the Triphahn Center. Two residents from Valley and one from Evergreen attended to offer comments on both the playgrounds and respective park utilizations. In addition, a resident contacted the Director of P&D via phone to question the nature of the meeting and to affirm that the playground was not going to be eliminated.

The comments made for Valley Park included:

- The need for maintaining the existing number of swings
- Possible consideration to install a drinking fountain
- Installation of bike rack
- Repair work on basketball court surface
- Possible installation of a full court basketball surface or 2 baskets on the ½ court
- Handicap access from the street to the existing Village sidewalk
- Status of baseball diamond; not programmed but maintained in 2014
- Need for at least 2 slides for older children

Evergreen:

- Playground utilized by both school and neighborhood children and is an important part of the community
- Need for playground equipment for both older and younger children
- Availability of playground during school recess is an issue for the neighborhood children

In addition to public comment, staff met with Lakeview School (Evergreen Park) staff and two students representing the school population. The following comments were made by these individuals:

- Maintaining at least 8 belt swings for recess activities
- Possibly adding a tire-type swing
- Possibly adding a see-saw
- Possibly adding a soccer goals in turf area

- Need for replacement of broken basketball backboard
- Replacement of wood chip fall surface with rubber type of material

Maple:

- Because of lack of representation, no comments were received.

Implications:

Based upon the comments received, staff has worked the following items into the projects for each location.

Valley Park

- Installation of sidewalk from street to Village sidewalk. This has been an issue for mobility challenged individuals that live on the west side of Park Ave. Presently the only hard surface access to the Village walk and the playground amenities (playground, baseball diamond) occurs at the first driveway south and first driveway north of the park. Comments were made that a number of individuals with limited mobility could better utilize the park if such an improvement was made. Staff is planning to locate this access sidewalk halfway between baseball diamond and playground to allow for better access to both amenities.
- Staff will include an area for a bike rack on a concrete surface along with area for a picnic table which is presently located adjacent from the playground on existing turf surface.
- Staff will alter existing proposed plan to include two large slides in playground designed for children 5-12 and will utilize the existing swings which will be painted to match the new equipment allowing for the existing number of swings (6) to remain. This is the 6 belt swing and 2 bucket seats.
- A drinking fountain(s) are not typically provided at neighborhood parks due to the high capitalization costs and on-going maintenance requirements. Typically, drinking fountains would be found at the district's community parks and, in some cases, at school sites. Staff does not recommend a drinking fountain for this location.
- The district's maintenance staff will make necessary repairs to the basketball court surface next spring and planning staff will study the feasibility of turning the existing ½ court into a full court surface and present the finding of that report for future consideration as part of the 2015 budget review process.

The proposed plans include equipment for both 2-5 year olds and 5-12 year olds that emphasize climbing and active exercise play. The designs proposed are very similar to those that have been completed as part of the district's 2013 and 2014 playground renovations. Attached is a conceptual plan view and 3-D representation of the proposed concept of equipment for Valley Park.

Evergreen Park:

- Staff is proposing to keep the existing swings and add two bucket seats for infants so as to address the needs presented by the students in the information gathering meeting.

- Due to the heavy use and turf degradation, staff is not recommending a soccer goal be provided for recess use. Rather it is suggested that the school provide such a goal that could be moved around and secured by school personnel. This would allow for maintaining a playable turf area in front of such an amenity.
- To address the fall surface question, staff is providing a rubber surface entry point to both the 2-5 and 5-12 playgrounds and will continue to provide a loose wood fiber surface in all other areas around the equipment. The estimated cost to install a rubber surface for the total playground area would exceed \$175,000 and is not financially feasible for the district.
- So as to address the tire swing request, the proposed playground renovation plan includes a spinner which is similar to ones that have been used at High Point and Lincoln Parks.

The proposed plans include equipment for both 2-5 year olds and 5-12 year olds that emphasize climbing and active exercise play. The designs proposed are very similar to those that have been completed as part of the district's 2013 and 2014 playground renovations. Because Evergreen Playground serves Lakeview School, an existing ramp system allows for individual with mobility problems to gain access to raised decks in their wheelchair devices. Additionally, because Evergreen Playground is adjacent to a large body of water, the plans call for enclosing the playground with a black, vinyl chain link fence and gate. Attached is a conceptual plan view and 3-D representation of the proposed concept of equipment for Evergreen Park.

Maple Park:

The proposed plans include equipment for both 2-5 year olds and 5-12 year olds that emphasize climbing and active exercise play. The designs proposed are very similar to those that have been completed as part of the district's 2013 and 2014 playground renovations. Because of the playground proximity to Illinois Street, the entire playground area will be enclosed with a black, vinyl, ornamental fence and gate. Attached is a conceptual plan view and 3-D representation of the proposed concept of equipment for Maple Park.

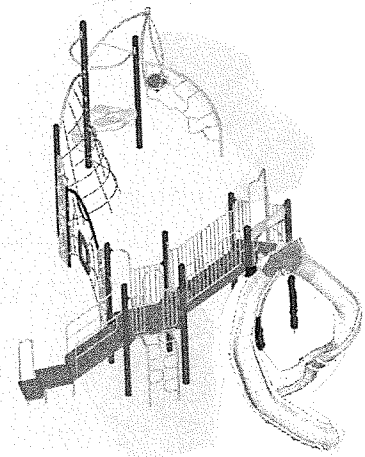
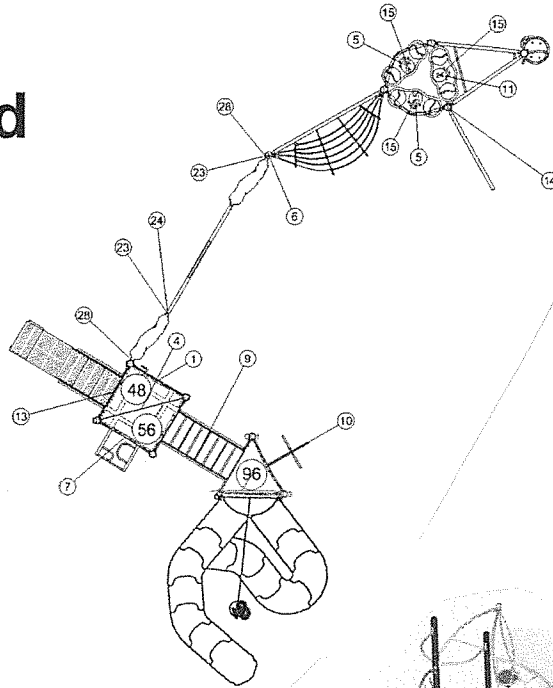
The following are the estimated cost breakdowns for each of the three projects.

	Equipment Supply	Install Equipment	Fence Installation	Rubber Installation
Valley	42,000	59,000		
Evergreen	45,000	95,000	14,000	15,000
Maple	42,000	59,000	15,000	

Recommendation:

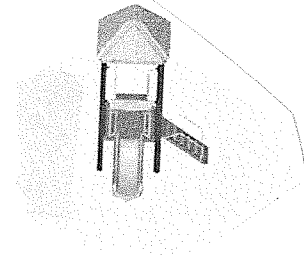
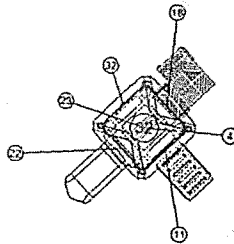
Staff recommends that the B&G committee recommend to the board the approval of the conceptual plans as proposed in the implications and instruct staff to solicit bids for supply of equipment, installation of equipment, installation of fence and report back to the committee with the results of those bids for further recommendations.

(Exhibit A)
Maple Playground



ITEM	COMP.	DESCRIPTION
1	270-0001	OFFSET ENCLOSURE
2	270-0129	TRIANGLE PLATFORM
3	270-0130	SQUARE PLATFORM
4	270-0136	SPLIT SQUARE PLATFORM
5	370-0001	AGILITY ARC
6	370-0008	WILD WEB ROPE CLIMBER
7	370-0185	ZIPPER CLIMBER 48" - 56"
8	370-0306	DECK TO DECK PLANK GROUND
9	370-0469	40" TRANSITION STAIR W/BARRI
10	370-0557	LINKING RING CLIMBER 80"-96"
11	370-0576	SPINNER, FIERCE CYCLONE
12	370-0718	TRANSFER STATION, HANDRAIL
13	370-0720	TRANSFER STATION, HANDRAIL
14	370-0809	POWER PEAK W/OUT PANELS
15	470-0101	DYNAMIC PAD
16	470-0514	ROCK'N ROLL SLIDE, 24" - 32"
17	470-0517	SHAKER SQUARE ROOF
18	470-0574	VIPER II OVER UNDER 96
19	550-0100	TOT SEAT, 7' & 8' PAIR, STD CHA
20	550-0112	BELT SEAT, 8' PAIR, STD CHAIN
21	550-0135	5" OD ARCH SWING
22	550-0136	5" OD ARCH SWING ADD-ON
23	560-0541	ROCKIT OFFSET PANEL
24	560-0549	ROCKIT CORE LINK
25	570-0762	FROG ROCK N RIDE
26	570-0764	TURTLE ROCK N RIDE
27	570-1548	BUMBLE BEE PANEL
28	660-0138	ROCKIT ATTACHMENT POST 79

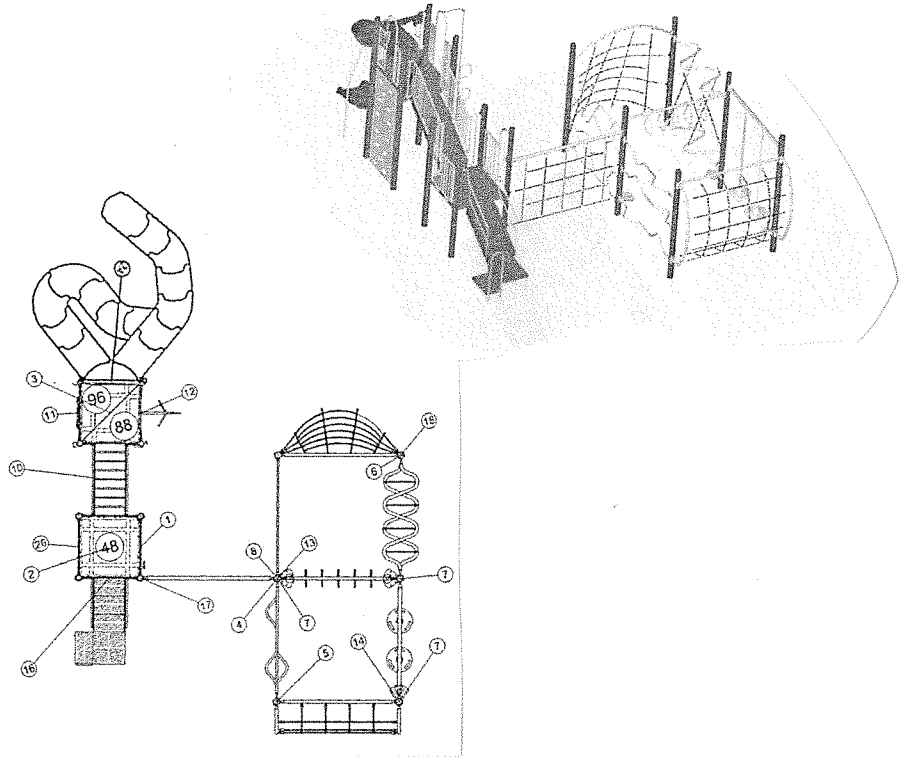
(Exhibit B)



(Exhibit C)

Valley Playground

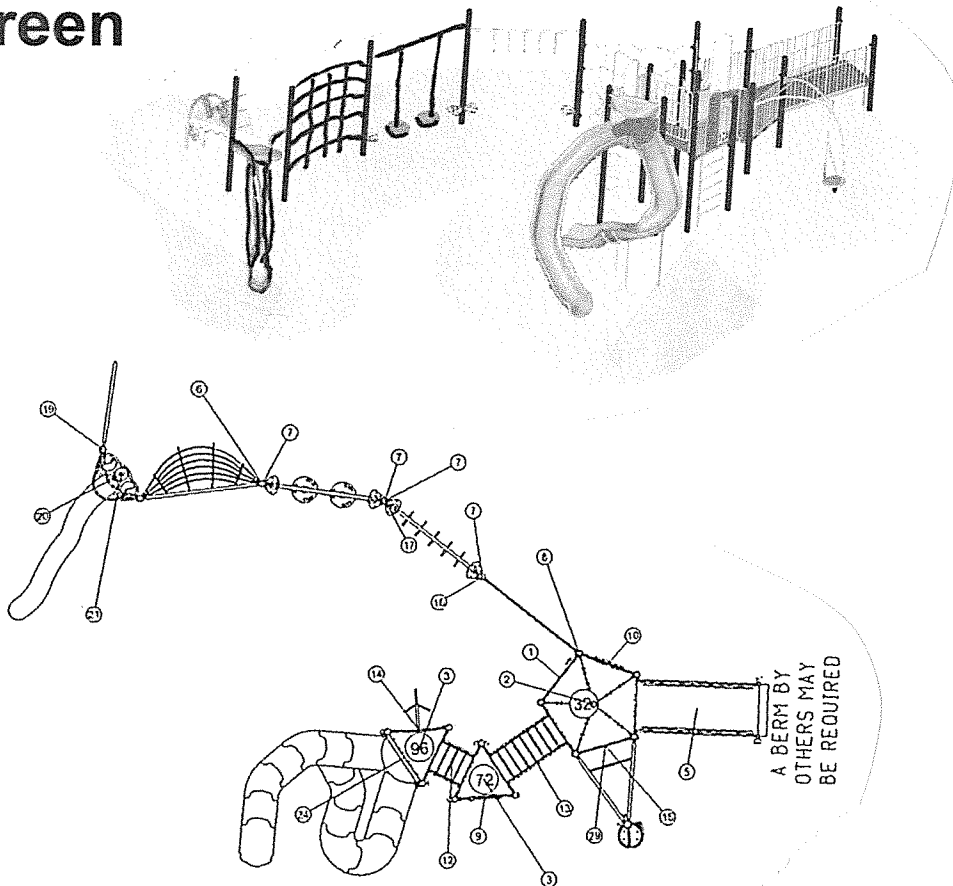
ITEM	COMP.	DESCRIPTION
1	270-0001	OFFSET ENCLOSURE
2	270-0130	SQUARE PLATFORM
3	270-0136	SPLIT SQUARE PLATFORM
4	370-0004	POWER PIPES CLIMBER
5	370-0007	NIMBLE NET ROPE CLIMBER
6	370-0008	WILD WEB ROPE CLIMBER
7	370-0027	LAUNCH PAD
8	370-0033	ODYSSEY POST LINK DOUBLE
9	370-0306	DECK TO DECK PLANK GROUND
10	370-0469	40" TRANSITION STAIR W/BARRI
11	370-0495	STEEP PEAK CLIMBER 96"
12	370-0556	ATOM CLIMBER 80"-96"
13	370-0710	TRIANGLE TRAVERSE
14	370-0711	POWERFUL PODS
15	370-0718	TRANSFER STATION, HANDRAIL
16	370-0720	TRANSFER STATION, HANDRAIL
17	370-0807	SPIDER, 96", DECK TO DECK
18	370-0808	TWISTING TRAVERSE
19	470-0437	QUARTER TURN SLIDE 32" 40"
20	470-0517	SHAKER SQUARE ROOF
21	470-0557	VIPER SPIRAL 96
22	550-0100	TOT SEAT, 7' & 8' PAIR, STD CH
23	550-0112	BELT SEAT, 8' PAIR, STD CHAIN
24	550-0135	5" OD ARCH SWING
25	550-0136	5" OD ARCH SWING ADD-ON
26	570-0394	PIPE WALL
27	570-0752	BROWN BEAR ROCK N RIDE
28	570-0757	SQUIRREL ROCK N RIDE
29	570-1619	WHEEL OF FUN PANEL



(Exhibit D)

Evergreen

ITEM	COMP.	DESCRIPTION
1	270-0001	OFFSET ENCLOSURE
2	270-0006	PENTAGON PLATFORM S5P
3	270-0129	TRIANGLE PLATFORM
4	270-0130	SQUARE PLATFORM
5	270-0222	8" RISE ENTRANCE RAMP W/ BAI
6	370-0008	WILD WEB ROPE CLIMBER
7	370-0027	LAUNCH PAD
8	370-0033	ODYSSEY POST LINK DOUBLE
9	370-0161	RUNG LADDER 56"-72"
10	370-0163	RUNG LADDER 32"-48"
11	370-0306	DECK TO DECK PLANK GROUND
12	370-0467	24" TRANSITION STAIR W/BARRI
13	370-0469	40" TRANSITION STAIR W/BARRI
14	370-0556	ATOM CLIMBER 80"-96"
15	370-0576	SPINNER, FIERCE CYCLONE
16	370-0710	TRIANGLE TRAVERSE
17	370-0711	POWERFUL PODS
18	370-0718	TRANSFER STATION, HANDRAIL
19	370-0810	POWER PEAK W/ PANELS
20	470-0101	DYNAMIC PAD
21	470-0102	SWIFT GLIDER
22	470-0514	ROCK'N ROLL SLIDE, 24" - 32"
23	470-0517	SHAKER SQUARE ROOF
24	470-0574	VIPER II OVER UNDER 96
25	550-0100	TOT SEAT, 7' & 8' PAIR, STD CH
26	550-0112	BELT SEAT, 8' PAIR, STD CHAIN
27	550-0135	5" OD ARCH SWING
28	550-0136	5" OD ARCH SWING ADD-ON
29	570-0394	PIPE WALL
30	570-0761	DUCK ROCK N RIDE
31	570-0762	FROG ROCK N RIDE
32	570-1619	WHEEL OF FUN PANEL



MEMORANDUM NO. M14-135

TO: Building and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Park Portal Information Pilot Project
DATE: November 13, 2014

Background:

Staff has been working for the past year on developing an internet based information system for communicating to park users. The technology employed would utilize QR Code which in turn would link interested guests to the district's website and / or topics of interest pertaining to the district. At this time, those topic categories have been identified as nature, healthy kids, fitness, and sports.

A series of topics for each of the topic categories has been identified and work has begun on producing the content to communicate the information. Attached is a summary of the content plan which is in progress for utilization next spring. In addition, the attached YouTube link will allow you to link in and view the completed program content.

<https://www.youtube.com/user/HeParks>

https://www.youtube.com/watch?v=dMa1NrZjXD4&list=PLfOaXMWqYk9MZ6Xq6QvNDR1S3BR8_sRdz

https://www.youtube.com/watch?v=1Ml2bgsoSZw&index=11&list=PLfOaXMWqYk9MZ6Xq6QvNDR1S3BR8_sRdz

https://www.youtube.com/watch?v=Vhf9e3DrpY&index=13&list=PLfOaXMWqYk9MZ6Xq6QvNDR1S3BR8_sRdz

The ultimate goal is to have each interested party connect directly to particular video content pertaining to each topic. This material will change at least on a monthly basis from spring through fall. Signs containing QR Codes will be located in different parts of the parks.

Because this is a new concept in communicating to our customers, the district is going to run a beta test to determine public acceptance and utilization of the concept. Staff has chosen High Point Park as the test site for the project. The attached locations at High Point will have pertinent signage for interested parties to download the QR Code access. Staff will monitor the utilization and conduct surveys as to the relevancy of the topics as an informational media.

Implications:

The development of the initial programming and signage is being funded from a 2014 Capital Line Item with all expected expenditures to be completed by the end of the calendar year. Cost of installation, maintenance and utilization tracking will amount to staff time as part of their 2015 job duties. Based upon the outcome of the beta test, staff will report to the committee and board the viability of the project along with recommendations for additional capital and additional video production dollar resources.

Park Info Content Plan

Yellow = Done

Blue = Editing

Green = Needs to be filmed/scheduled

Topic	Expert	Category	Photos	Video	Done? (Josh)
Pickleball courts		Sports	Yes	Yes	Yes
National Bullying Prevention Month	Nicole Chesak	Sports	Not needed	Yes	Yes
ThorGuard lightning system	Al Taylor	Sports	Not needed	Yes	
Baseball: A National Pastime	Dave Sertich	Sports	Yes	Yes	Yes
Speed and agility training for kids	Josh Jackson	Sports	Not needed	Yes	
Fitness for athletes	Josh Jackson	Sports	Not needed	Yes	
The core	Zac Marshall	Sports	Not needed	Yes	
Balance for 50+	Zac Marshall	Sports	Not needed	Yes	
Posture for 50+	Zac Marshall	Sports	Not needed	Yes	
Pre-workout fueling	Cari Rivas (scheduled 10/24)	Sports	Not needed		
Wildflowers		Nature	Yes	Yes	Yes
Natural Areas	Jack Pizzo	Nature	Yes	Yes	
Invasive species	Jack Pizzo	Nature	Yes	Yes	

Nature vs. residents	Jack Pizzo	Nature	Yes	Yes	
The effect of weather & climate on trees	Jack Pizzo	Nature	Yes	Yes	
Ecosystems	Jack Pizzo	Nature	Yes	Yes	
Controlled Burns	Jack Pizzo	Nature	Yes	Yes	
Natural Landscaping at Home	Jack Pizzo	Nature	Yes	Yes	
Where are the butterflies?	Jack Pizzo	Nature	Yes	Yes	
What's happening to the bees?	Jack Pizzo	Nature	Yes	Yes	
What is a Bio swale?	Jack Pizzo	Nature	Yes	Yes	
Parents! Work Out While the Kids Play	Kathy Wasicki	Fitness	Yes	Yes	Yes
Stretches for the low back	Zac Marshall and Chad Lindstrom	Fitness	Not needed	Yes	Yes
Working out with resistance bands	Zac Marshall and Chad Lindstrom	Fitness	Not needed	Yes	Yes
The benefits of walking	Zac Marshall	Fitness	Not needed	Yes	Yes
Most important thing about exercise	Zac Marshall	Fitness	Not needed	Yes	Yes
How to fit in exercise during the holidays	Zac Marshall	Fitness	Not needed	Yes	Yes

What do trainers think about The Biggest Loser?	Zac Marshall	Fitness	Not needed	Yes	Yes
Weight loss	Zac Marshall	Fitness	Not needed	Yes	
How to dress when exercising in cool weather	Sharon Horning	Fitness	Not needed	Yes	
Exercising in the cold	Sharon Horning	Fitness	Not needed	Yes	
Family fitness class	Joe Bagnasco	Healthy Kids	Yes	Yes	
Fun ways to get kids moving (2 activities on separate videos)	Sharon Horning	Healthy Kids	Not needed	Yes	
Healthy Breakfast Options	Cari Rivas	Healthy Kids	Not needed	Yes	
Packing a healthy school lunch for your kids	Cari Rivas	Healthy Kids	Not needed	Yes	
Healthy Snacks for Kids	Cari Rivas	Healthy Kids	Not needed	Yes	
Hydration	Cari Rivas (scheduled 10/24)	Healthy Kids	Not needed		
How to get a picky child to enjoy a wider variety of foods	Cari Rivas (scheduled 10/24)	Healthy Kids	Not needed		
Playground Safety	Gary Buczkowski & kids	Healthy Kids	Not needed	Yes	
Playground Games	Gary Buczkowski & kids	Healthy Kids	Not needed	Yes	

High Point Park

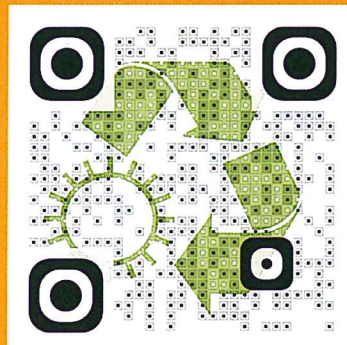
1. By each playground – 2 east, 1 west, 1 north (Healthy Kids)
2. 1 at each backstop (4?) (Sports)
3. By pier and nature areas/wetland (Nature)
4. By east entrance (Nature)
5. 2 on path by the north side (Fitness)
6. 1 by the wetlands path (by the school)
7. 2 by the trail on the east end
8. 1 by tennis courts
9. 2 at soccer fields



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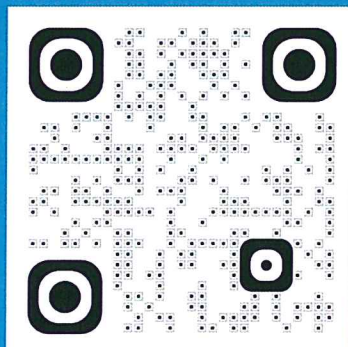
HOFFMAN ESTATES PARK DISTRICT



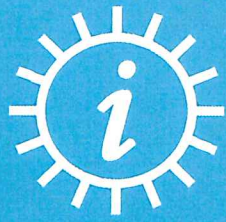
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HOFFMAN ESTATES PARK DISTRICT

MEMORANDUM NO M14-144

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Marquee Signs Change Order
DATE: November 26, 2014

Background:

The marquee signs were completed the first week of November and all message boards were operational and functioning. Walton Signs is currently in the process of completing their punch list items to be corrected when weather conditions permit. Walton Sign has submitted their final invoice which includes three items that were not included in the original design specifications as created by the park district.

Implications:

The park district receives a 5-year warranty that is inclusive of parts and labor. However, the park district needs to have on site a spare parts kit for the Watchfire LED boards which is not included in the warranty. The total cost for the kit is \$2,000 and will be continually replaced so that at the end of the warranty, the district will still have the same supply of spare parts.

The second additional cost involves adding concrete piers and an additional set of steel poles for the rear walls of each sign for additional stability. This additional work was recommended per the engineering review of the original sign specifications as prepared by the park district. The park district's original design only required the rear wall to be bolted to the legs and the main cabinets were to be stabilized using only one steel pole. The additional cost per location is \$2,000 or \$8,000 total.

The third item involves the illumination of the Hoffman Estates Park District letters located directly below the LED board on all signs. It became evident that on each of the eight sign faces the letters were not adequately lit. Staff attempted several modifications to enhance the illumination of the letters, however, it was determined that additional lighting would be required to eliminate the shadows cast on the letters. Additional LED light strips have been tested and it was determined that two additional light strips are needed to produce the required lighting levels to make the letters readable at night. One of the strips will be located on the ledge below the letters and require a formed piece of metal to protect and shield the glare from the light elements themselves. This additional cost is estimated at a not to exceed \$12,000 (8 sign faces).

The original budget for the four marquee signs was \$1,300,000. Expenses prior to the change orders noted above are \$1,036,145 or \$263,855 under budget.

Staff presented these change orders to the park board at the November 25, 2014 meeting to avoid delaying the modification to the illumination of the HEPD letters. It was anticipated that if this issue was initially presented to the December B&G meeting and then the December park board meeting for approval, with the holiday shortly thereafter, the HEPD letters would not get illuminated until after the first of the year. No recommendation is required as this memo is informational to the committee regarding the change order approval by the park board at the November 25th meeting.



HOFMAN ESTATES PARK DISTRICT

MEMORANDUM NO. M14-142

TO: Building & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director Planning and Development
RE: Marquee Sign Additional Warranty/Walton Sign
DATE: November 19, 2014

Background:

As part of the bid proposal for the marquee sign project, staff included an alternate item to extend the digital board warranty for an additional four years (years 6-10). Covered under the base bid are years 1-5. This warranty is being held by the digital board manufacturer, Watchfire, located in Danville, IL. With the exception of year one, the warranties cover the replacement parts only that fail due to normal wear and tear.

Implications:

The alternate price for this additional four years of warranty from Watchfire was \$25,312. It was understood at the time of bid and award that this item could be added at a later date as long as it fell within the 2014 calendar year. Based upon this cost, the district would be paying \$791 per digital board (8 sides) per year for the four-year period. From an exposure standpoint, the replacement of a 12 x 12 module without shipping is approximately \$345 each.

If the district moves forward with this additional warranty cost and the change orders outlined in M14-144 are approved, the bottom line cost of the project would now be estimated at \$1,083,457 or \$216,543 under the budgeted amount for the project.

Recommendations:

Staff recommends that the B&G Committee recommend the board authorize the Executive Director to purchase the additional 4 years of warranty from Walton Sign for the bid alternate cost of \$25,312.

MEMORANDUM NO. M14-145

TO: All Board Committees
FROM: Dean R. Bostrom, Executive Director
RE: Renaming of High Point Park
DATE: November 26, 2014

Background:

At the November 25, 2014 Park Board meeting, the board per the attached Memorandum M14-137 preliminarily approved the changing of the name of High Point Park to the Joseph L. Fabbrini Park. Per park board policy 5.01 Naming and Renaming of Park Sites, a change in a park site name can only be made official after a waiting period of at least 60 days prior to the confirmation vote. Additionally, a 5/7 vote by the board is required to change the name of a park.

Implications:

The park district will be sending out notification to all residents who reside within 300 feet of the High Point Park boundaries to solicit feedback regarding the proposed name change. Additional information regarding the proposed name change and who Joseph L. Fabbrini was and his importance to the park district will be posted on the Hoffman Estates Park District website and other forms of social media in addition to a press release in the community newspaper.

The park district is interested in receiving feedback regarding the proposed name change from all board committee members and the community prior to the final scheduled vote by the board on January 27, 2015 to accept the name change of High Point Park to the Joseph L. Fabbrini Park.

Memorandum No. M14-137

To: Board of Commissioners
From: Dean R. Bostrom, Executive Director
Date: November 21, 2014
RE: Renaming of Highpoint Park

Background

Board policy 5.01, Naming and Renaming of Park Sites, outlines the guidelines and process involved when a “park” is either named or renamed. Subsection C of Policy 5.01 below states that:

- C. Parks may be named for individuals or groups that have made exceptional contributions to the community. Names of individuals, including, but not limited to, District Commissioners or other public officials, may not be given to a park, building, facility or athletic field unless the individual is deceased.*

The district currently has one such park named after a deceased individual who made exceptional contributions to the community. In 1999 Kelly Park was renamed Cannon Crossing Park in recognition of Bill Cannon. Bill was a very active volunteer in the Hoffman Estates community and longtime park district volunteer for various youth athletic programs.

Below is Policy 5.01, Name and Renaming of Park Sites:

Board Policy 5.01, Naming and Renaming of Park Sites

The Board shall select names for new parks, buildings, facilities, athletic fields, or, when appropriate, to change the name(s) of existing parks, buildings, facilities, or athletic fields of the district that have not been dedicated. The Board may consider the following elements in determining the naming or renaming of parks, buildings, etc. (for purposes of this section only, "parks" shall mean parks, buildings, facilities, athletic fields, or other "namable" property of the District):

- A. Parks may be named after streets, geographical locations, historical figures, events, concepts or as otherwise determined by the Board.*
- B. Parks may be named for individuals or groups that have donated land or facilities to the District or made a significant financial contribution toward the development of parks.*
- C. Parks may be named for individuals or groups that have made exceptional contributions to the community. Names of individuals, including, but not limited to, District Commissioners or other public officials, may not be given to a park, building, facility or athletic field unless the individual is deceased.
 - 1) The Board at public meeting should first announce the proposed name of the park, building, facility or athletic fields (requires a 5/7 vote).*
 - 2) A park site should only be confirmed and the name made official after a waiting period of at least sixty (60) days before the confirmation vote.*
 - 3) A 5/7 vote by the Board is required to name a park, building, facility, or athletic field or to change the name of an undedicated park, building, facility or athletic field of the District.**

Implications

Joseph L. Fabbrini is an individual who made exceptional contributions to the community and was one of several early community leaders who had a vision of creating a park district for Hoffman Estates.

Joseph Fabbrini was initially appointed to the Village Park Board which created a Park District Steering Committee charged with the mission of researching and evaluating the implementation and feasibility of creating a park district for Hoffman Estates. A public referendum as required by state statutes was ultimately placed on the May 2, 1964 election ballot asking residents to approve the creation of a park district. By an overwhelming 4 to 1 margin, the referendum passed and on May 22, 1964, the Hoffman Estates Park District was officially created. Five commissioners were sworn in with lengths of terms decided by drawing numbers out of a hat. Joe Fabbrini drew a 4 year term.

In addition to serving as a Park District Commissioner, Joe served as the newly formed park district's first Director through 1967. During that time, he established the Summer Playground program called "Tot Lot". His vision was to make this program accessible to children in all areas of the community, and so conducted the program at six local school playgrounds. The Tot Lot program later evolved into the park district's Summer Camp program.

Joe worked with School District 54 to establish the cooperative agreement we have today. The first program provided physical education programs on Saturdays at the schools. The program also provided summer programs for children ages 7-13 for six weeks of supervised activities that ranged from golf to tennis to arts and crafts at Hillside, Hoffman and Fairview Schools.

For adults, he developed a popular Thursday evening bridge program at Robert Frost Jr. High School, which resulted in a charter from the American Contract Bridge League, enabling participants to play for master points.

Teenagers enjoyed the first volleyball program under Fabbrini, and outdoor ice skating rinks were established in the winter of 1965. In 1966, the district added after school sports programs for boys. Adults were treated to gourmet cooking classes and a series of concerts in the park. The Guild Players Theater Troupe offered workshops and performances.

Fabbrini also advocated for lighted parks so that residents could experience as much recreation as possible at the parks. He believes, as we do today, that it was the obligation of the park district to reach all residents and encourage programming for adults, children and for the whole family.

As a founding father and prominent leader of the HEPD in its infancy Joseph L. Fabbrini is deserving of being recognized in perpetuity with the name of one of the premier community parks that was acquired during his tenure on the park board.

High Point Park was the fourth park acquired by the district and at the time was the largest park. High Point was initially acquired for the sum of \$10 (developer donation) from the Hoffman Rosner Corporation. There are no deed restrictions on the park property.

Recommendation

To further celebrate our rich heritage in this community and in honor of our 50th anniversary of the Park District, staff recommends that the Board preliminarily approve the changing of the name of High Point Park to Joseph L. Fabbrini Park. If the Board adopts the name with the required 5 out of 7 votes, the name will be officially confirmed by the Board 60 days after, or on January 24, 2015.

MEMORANDUM NO. M14-141

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Parks & Risk Management
RE: Parks Board Report – November
DATE: November 19, 2014

- All irrigation and quick couplers have been blown out and secured for the winter.
- The Village corrupted the turn-off valve at Cottonwood Park by sodding over the parkway and somehow bending the valve so it was not operational. They fixed it and we were able to turn the system off and secure it.
- The turn-off valve at Sycamore was also repaired by the Village and the water system shut-down.
- In turning off the water at Eisenhower inside the manhole the Village broke the turn-off valve. They were able to shut the water off but did not repair the damage in the manhole. It is being debated who should be responsible for the repairs; we feel it is the Village. We will follow up so the problem can be rectified by the spring turn-on time.
- The Thorgard Lightning Prediction System has been shut down for the season and all batteries placed in storage for the winter.
- All landscaping, sod and seed applications have been completed for the new signs at Triphahn Center, Vogelei Park and Willow Recreation Center.
- Brush mowing has begun in natural areas that are not scheduled for burning this year as weather permits.
- Controlled burns have begun as weather conditions permit. Golf Road Nature Area was started, but will have to be rescheduled for completion due to weather conditions and Park Services area on Hassell Road was completed.
- Stump grinding and rototilling of pond shoreline at Bridges was done for their shoreline project.
- Vehicle 499 - installed new wheel bearing on right side.
- Van 517 - installed two new batteries.
- Truck 512 - installed new rear brake pads, rotors and trans service.
- Chipper - installed new tire on right side.
- Truck 511 - installed new tires.
- Completed maintenance and repair on all snow plows, snow blowers and salt spreaders.
- Completed safety training on all snow removal equipment and procedures.
- RR4 stone was installed on the northeast side of the pond for shoreline erosion control off of 10th tee at BPC.

- All tennis and volleyball nets were removed for the winter season.
- Flags and “No Ice Use” signs were installed around all district ponds for the winter season.
- Blinds were installed in classrooms 105 & 106 at Triphahn Center.
- Staff shut down all parks with drinking fountains and winterized all underground plumbing.
- Staff pulled all fountains out of park districts ponds and cleaned them for winter storage.
- All irrigation lines as well as concession stands have been shut down and winterized.
- Multiple pumps across 3 buildings have been replaced to ensure proper heating for the upcoming winter.
- Several toilets across the park district have been rebuilt with new parts.
- All splash pads have been shut down, drained and winterized.
- The maintenance team has updated and fixed multiple bad thermostats across the district.

MEMORANDUM NO. M14-136

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director Planning and Development
RE: Board Report
DATE: November 19, 2014

1. Marquee Signs:

The marquee signs were completed the first week of November and all message boards were operational and functioning. Staff has met with representatives from Walton Sign to look at the lighting issue related to the Hoffman Estates Park District letters. Additional LED light strips have been tested and it was determined that two additional strips are needed to produce the required lighting levels to make it readable at night. One of the strips will be located on the ledge below the letters and require a formed piece of metal to protect and shield the glare from the light elements themselves. It is estimated that the cost to supply and install these additional LED light strips is \$12,000 (8 sign faces). The original design which was specified by the park district was installed by Walton as per their contract. This additional lighting will come as an extra to the project.

This issue was presented directly to the park board on November 25th as opposed to presenting the issue at the December B&G meeting and then waiting for the December park board for approval. This schedule with the holidays shortly thereafter, could have potentially delayed the illuminating of the HEPD letters until after the first of the year.

In addition to installation of the LED light strips, Walton and staff have identified punch list items to be corrected as soon as weather conditions permit. Many of the items pertain to touch up painting. Should weather conditions not allow for this work to be completed this year, Walton will schedule it when the weather breaks in the spring of 2015. None of the items on the punch list impacts sign operation.

With the completion of the signs, the warranty on both the sign structure and the digital boards is now in effect. The district bought a one-year parts and labor along with a parts supply for years 2-5. Understanding the potential cost for maintenance staff included an alternate cost to provide parts replacement for years 6-10. The bid price provided by Walton for this item was \$25,312. Staff is recommending under a separate memo that the park district enter into this extended warranty. Based upon 8 digital boards, the parts replacement cost would be \$791 per year at a time when failure is at its highest potential.

2. Playgrounds

Staff has completed the Supply of Playground Equipment Bid and will release that document the first week of December with the intention of receiving proposals prior to the middle of January. At that time, proposals will be approved based upon the district's needs and released for competitive bidding to be submitted at the end of January. Bids on the equipment will be presented to the B&G committee at the February meeting.