

## Memorandum M22-114

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance December Board Report  
**Date:** 12/13/2022

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### ADMINISTRATION

Bid packets have been released for the following projects:

- Tennis Court / Basketball Court Surfacing
- Mowing Contract for 2023
- Parking Lot & Paths Crack Fill & Sealcoating
- Beacon Pointe Path Install

Bill Falsetti, the district Supervisor of Playgrounds & Construction retired on December 1, 2022. Bill is being replaced by Adam Mogilinski the current Playground and Construction Manager. The district has hired Eric Schiller as a new grounds men on the construction team. Eric has an extensive background in construction and comes to us from owning his own remodel and construction business.

Burn permits were obtained from the State, County and Local departments. Post cards are being mailed to resident that live near parks that will have natural burns taking place.

### PARKS DEPARTMENT

- Graded, seeded and blanketed hill between Hole #1 and Top Tracer at Bridges of Poplar Creek
- Applied pre-emergent broadleaf control to select parks
- Clear cut all natural areas that are accessible by mower
- All irrigation systems were winterized
- Through Morton Arboretum the district received 13 free trees that were planted at Birch, North Twin and Vogelei Parks
- Seven trees planted at Bridges of Poplar Creek along holes 10 and 15.
- Dead trees removed due to storm damage and plant decay at Fabbrini, Seascape, South Ridge and Evergreen Parks
- Two dead Austrian Pines removed from Bridges due to plant disease
- Chipped brush and branches at Bridges and cleared parking lot of construction debris
- Completed building custodial storage at The Club
- Setup for Winter Wonderland
- Install new Transformer on RTU6 at TC
- Installed new Detex door alarms @ The Club for tennis court and kids Korner
- Repaired ACCUTAB Volutes and one mechanical seal at The Club
- Repaired Hydronic heat recirculation pump at TC
- Installed new flow switch on hydronic heat boiler at TC
- Multiple HVAC repairs at The Club and TC for heat related issue
- New heater was installed for plumbing chase at Top Tracer bathroom
- New transformer for Seascape mechanical room heater was installed

- Bridges ejector pumps in mechanical room have been going off on a high water alarm. Pump shaft was froze, shaft was removed, repaired and re-installed
- Replaced old planks and installed new planks on the bridge at South Ridge Park
- Removed graffiti from playgrounds at Poplar Park, Birch Park, Vogeley Park and Community Parks on multiple occasions
- Slide closed at Birch Park due to Vandalism, slide has been ordered with a police report and insurance claim completed



- Took down pickleball wind screens at Fabbrini Park for the winter
- MacArthur playground had a glass panel broken that was removed with a new one installed.
- PARKS - removed batteries and battery backups for the parks and brought back to the shop for the winter.
- Restructured office layout at Parks building to accommodate new staffing structure
- Prepared maintenance yard for winter with salt bin ready
- Completed playground checks
- Vehicle preventive maintenance
- Preparing vehicles for winter with snow plows
- Converted mower to snow unit for walks and paths
- Mower and small engine equipment rebuilds