

AGENDA
BUILDINGS & GROUNDS COMMITTEE MEETING
TUESDAY, JANUARY 21, 2025
7:00 P.M.

1. ROLL CALL
2. APPROVAL OF AGENDA
Motion to approve the agenda as presented.
3. APPROVAL OF COMMITTEE MINUTES
 - November 19, 2024
Motion to approve the minutes of the November 19, 2025 meeting as presented.
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. District Vehicle Purchases / M25-001
Motion to recommend to the full board to approve the purchase of two Ford F250 XL trucks for a total of \$92,992 to Landmark Ford Inc.
 - B. Vehicle Insurance Claim Purchase / M25-004
Motion to recommend to the full board to approve the purchase of one Ford F250 for a total of \$46,046 to Landmark Ford Inc.
 - C. Flooring Purchase and Installation for Bridges of Poplar Creek / M25-007
Motion to recommend to the full board the approval of the purchase and installation of flooring at Bridges of Poplar Creek, including the alternate office section and addendum #1 for stairs and wood base cove, from Scharm Floor Covering for \$84,057.00 and a 15% contingency of \$12,608.55 for a total of \$96,665.55.
 - D. Driving Range Hitting Mat Renovation / M25-002
Motion to recommend to the full board to approve the purchase of the Pro Drive Tee Line System surface and installation from Forever Lawn for a total of \$61,461.58 with a contingency of 10% for a total of \$67,607.68
 - E. Purchase and Installation of Hunters Ridge Playground Equipment / M25-009
Motion to recommend to the full board the purchase of Hunters Ridge Playground equipment and installation to Team Reil for a total of \$291,130.



1685 West Higgins Road, Hoffman Estates, Illinois 60169

heparks.org t (847) 885-7500 f (847) 885-7523

B&G Committee Mtg
January 21, 2025 – pg. 2

F. Parks, Planning & Maintenance Board Report and 4Q2024 Goals / M25-003
*Motion to recommend to the full board to include the Parks, Planning & Maintenance
January Board Report and 4Q2024 Goals in the January Executive Director's Report.*

7. COMMITTEE MEMBER COMMENTS

8. ADJOURNMENT
Motion to adjourn the meeting.



MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
November 19, 2024

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on November 19, 2024, at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman Evans, Commissioner Friedman, Comm Reps Dowling, Sernett, and Meyer

Absent: Comm Rep Poeschel

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Recreation Miletic, Executive Assistant Flynn, IT Specialist Hassler

Audience: President Chhatwani, Commissioners McGinn, Kaplan, McGregor, and Dressler; Comm Reps Beranek, Henderson and Ostermeyer

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Meyer made a motion, seconded by Comm Rep Sernett to approve the minutes of the October 15, 2024, meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. **New Business:**

A. New Park at Seascape Fall Surface and Installation / M24-097

Comm Rep Meyer made a motion, seconded by Commissioner Friedman, to recommend to the full board to approve the purchase of the fall surface and installation to Forever Lawn for a total of \$128,049.13 with a contingency of 10% for a total of \$140,854.04.

Director Hugen explained that completing this purchase now locks us into a 2024 price, and we would pay 50% down this year. The installation will take place in the spring after the ground thaws. We will have the produce delivered ahead of time. The product is a tape.

Commissioner Evans asked if the area was fenced off. Director Hugen said yes it is, and it will remain that way all winter to keep people off of the playground.

Executive Director Talsma reminded the board that this project is sponsored by the \$500,000 state grant via Representative Fred Crespo. The full budget is \$523,000, and we will be receiving \$25,000 from the local Mercedes dealer to lease a portion of the Seascape parking lot to them for the winter, with this lease income allowing us to fully cover the cost of the new playground.

The motion carried by voice vote.

B. Land Definition & Management Plan Update / M24-098

Commissioner Friedman made a motion, seconded by Comm Rep Meyer to recommend to the full board the approval of the revised 2021 Land Definition & Management Plan.

Comm Rep Dowling asked what would go in the greenhouse at Vogelei. Director Hugen said we would be growing annuals and perennials, and they would be maintained by the Parks Department staff with help from the NWSRA participants.

Commissioner Evans asked about the verbiage regarding harming the foliage along the shorelines. Executive Director Talsma said that we want to be able to enforce if someone is destroying the vegetation. He added that we are looking into creating access points around the waterways.

The motion carried by voice vote.

C. Parks, Planning & Maintenance Board Report / M24-096

Comm Rep Meyer made a motion, seconded by Comm Rep Sernett, to include the Parks, Planning & Maintenance November Board Report in the November Executive Director's Report.

Director Hugen thanked the maintenance crew for all of their work at Vogelei Park and the new playground at Seascape. All earthwork, trees and plantings have been completed by our

in-house staff. Outside contractors have only been used for asphalt and concrete work. This has been a big help in staying within budget.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Sernett said the new playground looks wonderful and she is looking forward to bringing her grandkids there.

Comm Rep Meyer said it is nice to see the park district working so efficiently.

Comm Rep Dowling said she appreciated seeing Commissioner Evans' notes from the conference in Atlanta, especially regarding street art.

Commissioner Evans reminded the committee that he will not be in town for next week's meetings.

8. **Adjournment:**

Commissioner Friedman made a motion, seconded by Comm Rep Dowling to adjourn the meeting at 7:27 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

The following question was asked and answered via email prior to the meeting:

1. Last paragraph P12 on Natural Areas section about foliage protection ("not to be harmed") would seem to include flattening an area to access the shore for fishing. I agree weed whacking is too much, but stepping on grasses and flowers could also be implied in this wording, and I don't think we want to shut off access to the shore.

[In 2025 we are exploring creating shoreline access to the waterways.](#)

MEMORANDUM M25-001

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: 2025 Park District Vehicle Purchases
DATE: 1/21/2025

Motion:

Recommend to the full board to approve the purchase of two Ford F250 XL trucks for a total of \$92,882.00 to Landmark Ford Inc.

Background:

These two vehicles were approved as part of the 2025 budget for a total of \$108,000, or \$54,000 per vehicle. Both vehicles will be equipped with new snowplows from a different vendor. The snowplows will be purchased from Knapheide Truck Equipment Center Chicago and will cost \$6,802.99 per truck. The snowplow purchase is not part of this memo and approval, as the plows are considered an accessory to the truck and not the actual truck purchase. The reason for the \$108,000 budget is that after snowplow purchase and installation, the total spent on the trucks will be \$106,487.98.

To purchase the two vehicles, staff researched the Illinois State Contract Purchasing Program, Northwest Municipal Cooperative Program and Sourcewell Purchasing and found suitable replacements with the best value using the Illinois State Contract Purchasing Program. The two vehicles will be purchased from Landmark Ford Inc, Illinois State Contract #BOSS4-23568.

Rationale:

The new Ford F-250 trucks will be replacing a Dodge Ram 2500 vehicle that is used by our mowing crews and a GMC 2500 which is used by our mowing and landscape crews. The Dodge Ram 2500 is 24 years old and has 113,000 miles with rusted out body damage. The GMC 2500 is 22 years old and has transmission issues from snow plowing and towing trailers over the years. Both vehicles will be listed on Gov Deals to be sold at auction.

MEMORANDUM M25-004

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Vehicle Insurance Claim Purchase
DATE: 1/21/2025

Motion:

Recommend to the full board to approve the purchase of one Ford F250 for a total of \$46,046 to Landmark Ford Inc.

Background:

In May of 2024, the parks department experienced a vehicle accident involving a 2007 Dodge Dakota. Per PDRMA's estimate, the vehicle was considered totaled through claim #1AP061807. Dodge stopped producing that version of the Dakota in 2011. The district will be purchasing a new truck for \$46,046 with reimbursement from PDRMA of \$36,000 once purchased, leaving our total cost at \$10,046 after reimbursement.

The vehicle will be purchased from the Landmark Ford Inc, Illinois State Contract #BOSS4-23568.

Rationale:

PDRMA is in ownership of the 2007 Dodge Dakota as it was picked up from the Parks Department in November of 2024. The new vehicle will go into our fleet and be used as a custodial vehicle for garbage collection and bathroom cleaning, which was the use of the Dodge Dakota.

MEMORANDUM M25-007

TO: B&G Committee
FROM: Craig Talsma, Executive Director
Brian Bechtold, Deputy Director
Dustin Hugen, Director of Parks, Planning and Maintenance
RE: Flooring Purchase and Installantion for Bridges
DATE: January 21, 2025

Motion:

Recommend to the full board the approval of the purchase and installation of flooring at Bridges of Poplar Creek, including the alternate office section and addendum #1 for stairs and wood base cove, from Scharm Floor Covering for \$84,057.00 and a 15% contingency of \$12,608.55 for a total of \$96,665.55.

Background:

As part of our GIS management software, it has been identified that the carpet in the Bridges of Poplar Creek facility is nearing the end of its lifecycle. The current first-floor carpet was installed in 2010, and the typical life expectancy for carpet in high-traffic areas is around 10-12 years. While the carpet has held up well overall, signs of wear and aging have become increasingly apparent, signaling the need for replacement. This provides an excellent opportunity to modernize the first floor, creating a more inviting and brighter environment for our members and guests.

Rationale:

The board has approved the \$100,00 flooring replacement project as part of the 2025 budget. Staff created a bid for the project, which included flooring, installation and base cove for the Proshop, main lobby, bar and banquet room, as well as demo and relocation of furniture in these areas. An alternate bid was created to include the same scope of work in the main offices.

An addendum was added for the stairs up to the second floor and the replacement of the current wood base cove as needed.

Bids were received on January 8th with three companies submitting bids for this project: NPD Flooring, Blue Reef LLC, and Scharm Floor. Bid results are shown below:

Scope of Work	NPN Flooring	Blue Reef LLC	Scharm Floor Covering
Section 1 - Proshop			
Flooring	\$5,115.00	\$18,514.00	\$4,134.00
Demo of existing flooring / relocating furniture	\$1,630.00	\$3,422.50	\$1,370.00
Installation of flooring and base cove	\$6,267.00	\$4,230.00	\$5,859.00
Section 1 Total	\$13,012.00	\$26,166.50	\$11,363.00

Section 2 - Main Floor			
Flooring	\$36,455.00	\$64,318.00	\$26,062.00
Demo of existing flooring / relocating furniture	\$5,008.00	\$19,380.00	\$3,329.00
Installation of flooring and base cove	\$26,312.00	\$24,225.00	\$27,920.00
Section 2 Total	\$67,775.00	\$107,923.00	\$57,311.00
Total Base Bid	\$80,787.00	\$134,089.50	\$68,674.00
Section 3 - Offices (Alternate Bid)			
Flooring	\$6,952.00	\$21,162.00	\$4,359.00
Demo of existing flooring / relocating furniture	\$3,546.00	\$3,230.00	\$1,636.00
Installation of flooring and base cove	\$4,590.00	\$7,652.50	\$4,773.00
Section 3 Total	\$15,088.00	\$32,044.50	\$10,768.00
Alternate Total	\$15,088.00	\$32,044.50	\$10,768.00
Addendum #1			
A. All wood cove base is to remain and if needed replaced with same style. All wood cove base then will need to have a quarter round molding installed matching the existing color.			
Cove Base and Quarter Round Total Cost	\$3,828.42	\$20,235.00	*Included in Section 1, 2 & 3
B. The staircase will receive the same flooring as Section 2. The stairs will need to have a Vinyl Nose Molding installed that matches the existing Nose Molding that is at the top of the staircase currently.			
Staircase Flooring and Molding Total Cost	\$8,622.96	\$12,023.00	\$4,615.00
Grand Total (Base, Alternate and Addendum)	\$108,326.38	\$198,392.00	\$84,057.00

Based on the bid results, Scharm Floor Covering submitted the lowest qualified bid for a total of \$84,057.00. The District has successfully partnered with Scharm Flooring on several projects over the years, including the recent carpet replacement at the Willow Recenter. They also installed the vinyl flooring in the upstairs Poplar Banquet Room back in 2010, demonstrating their consistent quality and reliability.

MEMORANDUM NO. M25-002

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Brian Bechtold, Deputy Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Driving Range Hitting Mat Renovation
DATE: 1/21/2025

Motion:

Recommend to the full Board to approve the purchase of the Pro Drive Tee Line System surface and installation from Forever Lawn for a total of \$61,461.58 with a contingency of 10% for a total of \$67,607.68.

Background:

The 2025 budget for the Driving Range Tee Box Renovation is \$85,000. Currently, the driving range at Bridges of Poplar Creek has a section of Pro Drive (close to Toptracer) that is heavily used. The remainder of the hitting mats are individual mats that are purchased yearly. Along with the yearly purchase of the mats, the asphalt that they are placed in has to be replaced annually due to its poor condition. The new system will take the place of both the asphalt and hitting mats. The system design and layout are attached.

Rationale:

This bid is part of the Sourcewell Vendor Contract #031622-FVL. HEParks staff will be completing both the demo work of the existing area as well as the restoration. The planned opening date of the area is spring of 2025 with a goal to have the range fully operational by the end of April.

Pro Drive Tee Line System

Tee line installed over aggregate and pad underlayment



1" Staples

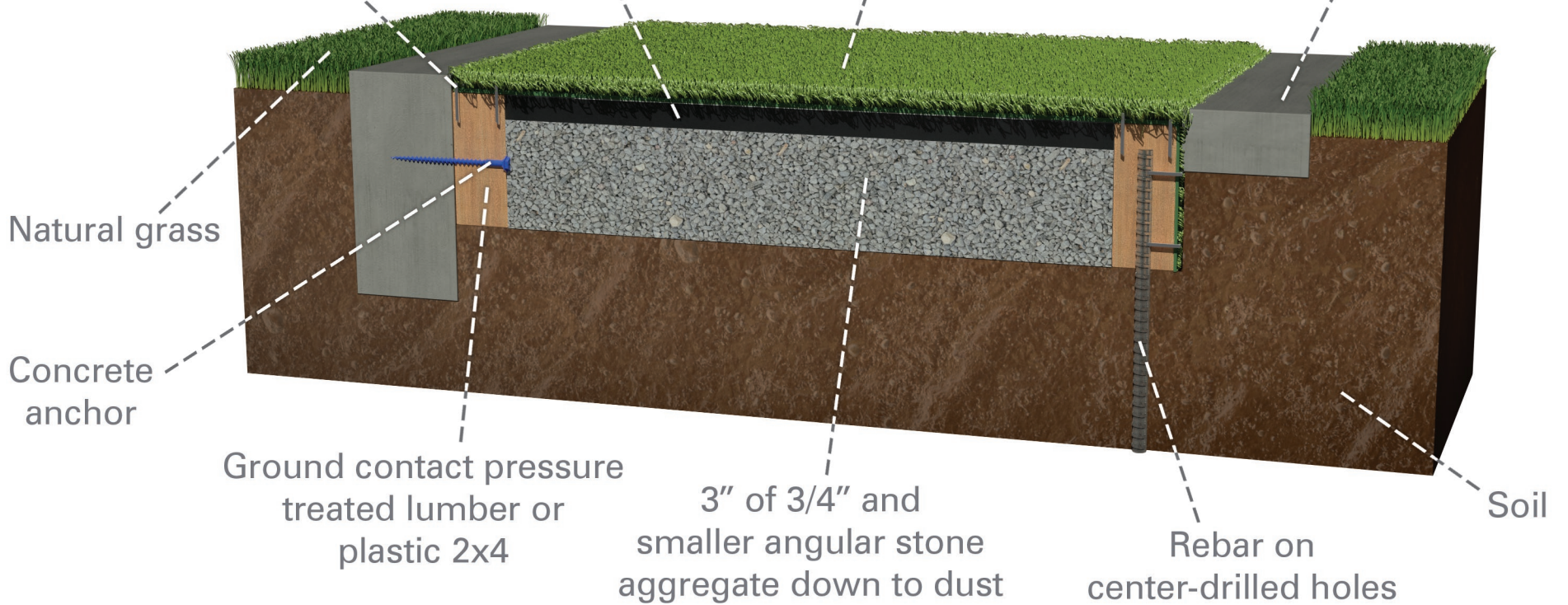


One inch long, 1/4" crown galvanized staples spaced every 3"

ShockPro™ 15

GolfGreens® Pro Drive™

Maintenance collar
Recommended space of 4"–6" to allow for mower or other maintenance equipment to maintain adjacent natural grass. Typically installed by others after ForeverLawn scope is complete.

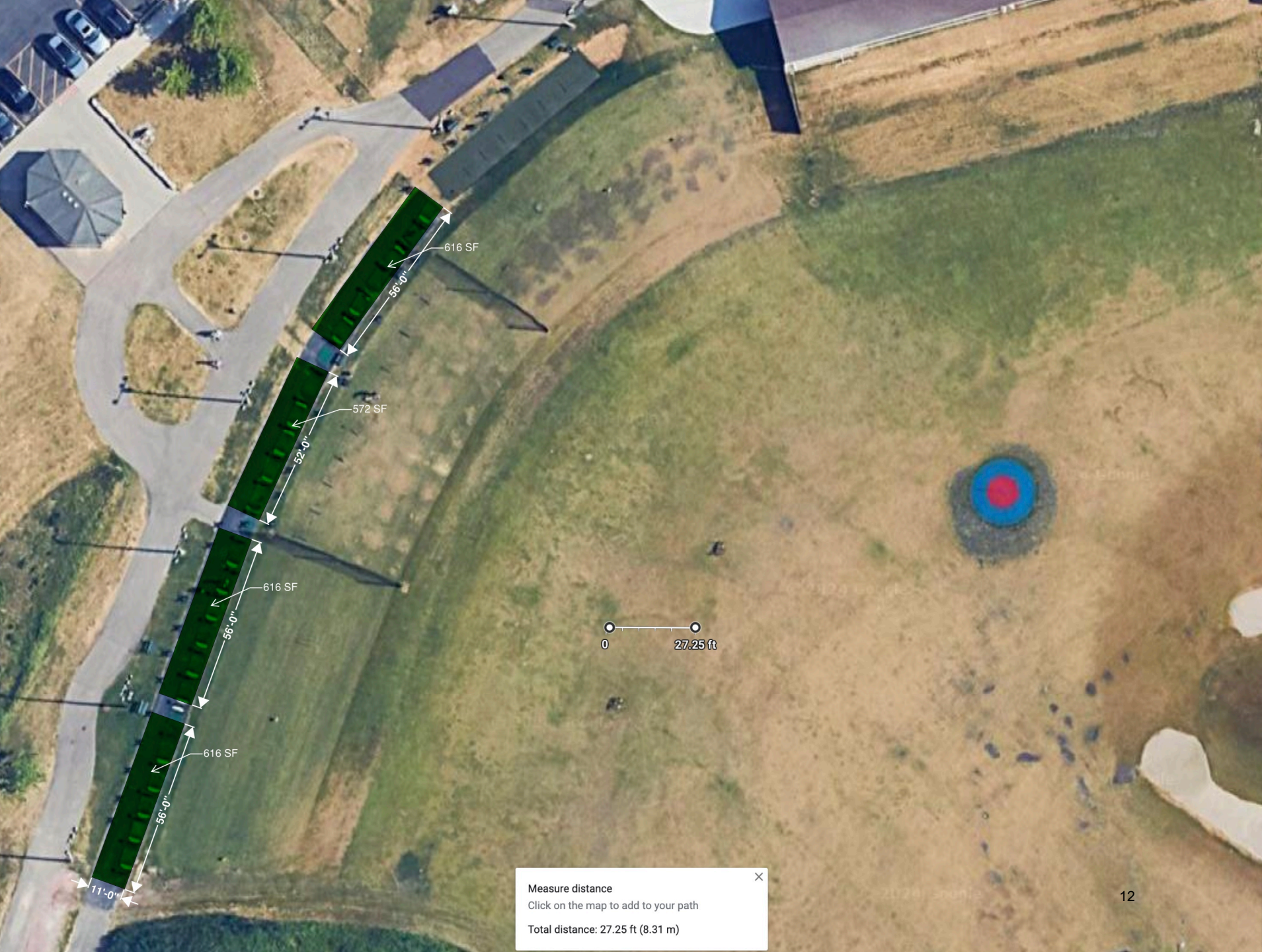


866.992.7876 • foreverlawn.com
8007 Beeson St., Louisville, OH 44641



microsite.caddetails.com/1148

By	G. Swartz	05/21
Scale	Not to scale	
Drawing No.	M1647 11	



Measure distance ×

Click on the map to add to your path

Total distance: 27.25 ft (8.31 m)

MEMORANDUM NO. M25-009

TO: B&G Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Purchase and Installation of Hunters Ridge Playground Equipment
DATE: 1/21/2025

Motion:

Recommend to the full board the purchase of Hunters Ridge Playground equipment and installation to Team Reil for a total of \$291,130.

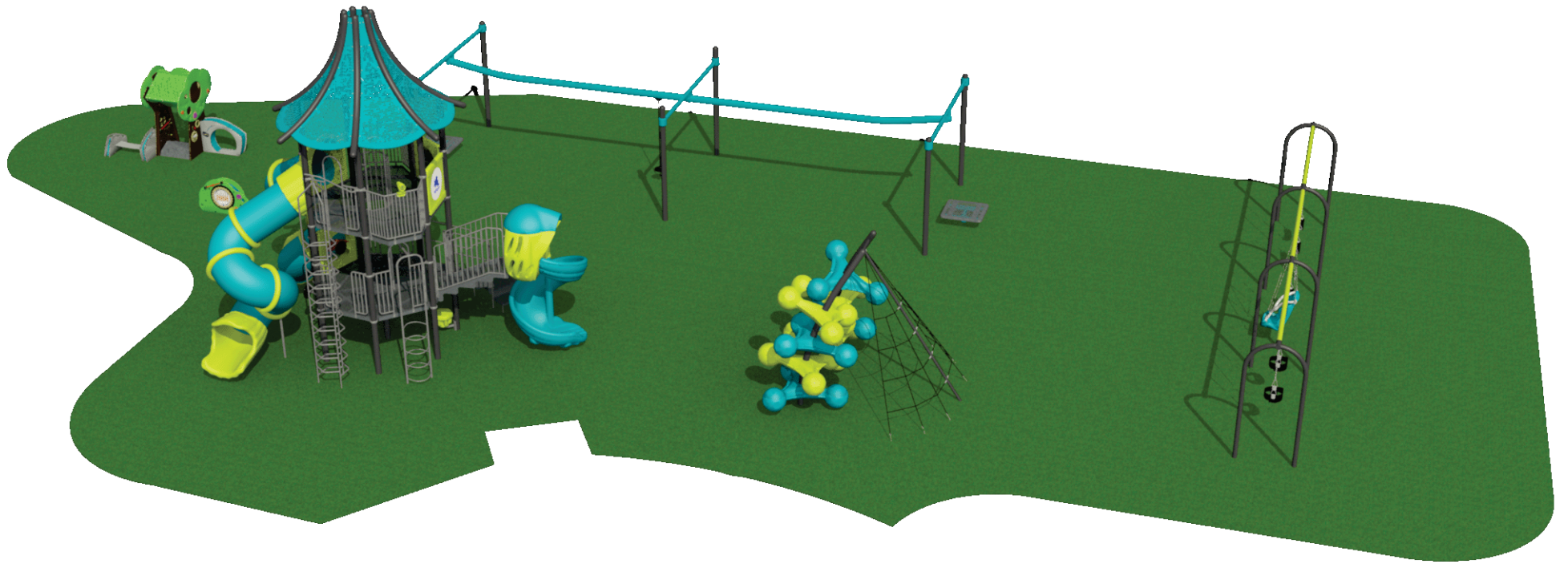
Background:

Hunters Ridge Playground was set to be replaced in 2025 as part of a large-scale park improvement via an OSLAD Grant. The district did not receive the OSLAD grant for the 2025 cycle, but the playground portion of the project is still being completed as part of our 2025 capital budget. Staff is recommending an adjusted budget of \$315,000 for this park.

During public meetings, the residents in attendance expressed that they would like to see an active park with climbing options and a zip line. The new design for Hunters Ridge has those options covered. The new park will feature a stand-alone climbing option, swings, ADA swing, zip line, tot play area and main feature with three slides and multiple climbing options to reach the slides of your choice. The new park will feature a synthetic turf fall surface and more open green space surrounding the playground.

Rationale:

The design from Team Reil, a Miracle playground provider, met all the requirements that we were looking for. The purchase and installation of the playground will be through Sourcewell Purchase Group, a purchasing coop that has already met all the bid requirements. Attached to this memo is a rendering of the playground and the proposal which shows the cost breakdown. Team Reil is completing the installation at 42% of the cost of the playground equipment; industry standard is 45% of equipment cost. This allows the district to work with one contractor through the entire project.



EQUIPMENT QUOTATION

17421 Marengo Rd. Union, IL 60180
 Ph: 888-GET-REIL Fax: 815-923-4303



Quote No	Quote Date
168467-4	1/10/2025

Salesperson
Mark Sanders

Bill To:	Site Location:
Hoffman Estates Park District 1685 W Higgins Road Hoffman Estates, IL 60169	Hunters Ridge Park 1305 Hunters Ridge Court Hoffman Estates, IL 60192
Contact: <u>Dustin Hugen</u> Phone: <u>(847) 285-5465</u> Fax: <u>() -</u> Email: <u>dhugen@heparks.org</u>	Scope of Work Miracle Equipment Supply, Turf, with Installation

Notes: Site work, drainage, concrete work - by others.

Description	Qty	Rate/Unit	Amount
Miracle_#714S452U_Playground Structure	1.00	84,238.00	84,238.00
Miracle_#MR0884_Mini City Sensory Garden Wall with Four-the-Win & Magical Music Inserts	1.00	5,792.00	5,792.00
Miracle_#MR0885_Mini City Silly Tree	1.00	13,933.00	13,933.00
Miracle_#682_Glide Along Standard	1.00	13,119.00	13,119.00
Miracle_#477210_Jax Web	1.00	12,151.00	12,151.00
Miracle_3.5" Arch Swing Set with 3 Belt Seats, 2 Tot Seats, & 1 Inclusive Seat	1.00	8,589.00	8,589.00
Freight Charges	1.00	5,710.00	5,710.00
Sourcewell Discount	1.00	-39,881.00	-39,881.00
Installation of Playground Equipment	1.00	55,129.00	55,129.00
Playground Turf	5,294.00	20.50	108,527.00
Compacted Stone Base	5,294.00	4.50	23,823.00

Subtotal: 291,130.00

Sales Tax (If Applicable) 0.00

Quote Total: \$ 291,130.00

Due to the volatile manufacturing market, the above equipment prices are only valid for 7 days

Lead Times are now extended due to manufacturing delays

Unless otherwise specified the above prices do not include installation or Sales Tax.

<p>TERMS: For those who have established credit with us Terms are full payment within 30 days, no retainage, from the date of shipment. Should payment not be received within 30 days, we agree to pay 1 1/2% per month interest on the unpaid balance.</p> <p>For those who do not have established credit at time of order, Orders under \$3,000 require payment in full at time of order, all other orders will be 50% down payment with order and balance prior to shipping.</p> <p>Should the payment not be received within the above terms, we agree to pay all attorneys' fees and other collection costs, which the seller may incur to ensure that this account, including any accrued interest is collected in full.</p>

Accepted by: _____

Memorandum M25-003

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance – January Board Report
Date: 1/21/2025

MOTION

Motion to recommend to the full board to include the Parks, Planning & Maintenance January Board Report in the January Executive Directors Report.

ADMINISTRATION

Staff have been preparing for 2025, getting projects and bids set up and released. The following bids and/or projects have been released and will be set to be approved in January and February.

- District vehicle purchases
- BPC driving range hitting mat renovation
- BPC first floor flooring
- Hunters Ridge playground replacement
- All district asphalt work
- Outdoor courts crack fill, sealcoating, and stripping
- Sycamore playground install and concrete work
- District mower and utility vehicle purchases

Two public meetings were held on January 7, 2025. The first meeting was to gain public input on the playground design and park renovations at Cipri Park. The second public meeting was held to show the public the current conceptual designs for the renovations at Willow Rec Center. The WRC meeting was well-attended and valuable knowledge was gained in the planning process for the renovation at WRC.

AQUATICS AND BUILDINGS

Triphahn Center:

- Installed new factory pressure switches and inducer motors on dehumidifier for Rink 2. The old one was corroded and we kept losing flame on second stage.
- Installed a new control module on dehumidifier on Rink 1 due to a bad control board. Unit is now running effectively.
- Illinois inspections on the pressure vessels were completed. All storage tanks at TC were inspected by Travelers and new certificates were received.
- The AAON unit for the fitness center was shutting down. A new flame sensor and a second stage ignition module were installed to restore functioning.

Bridges of Poplar Creek:

- Completed the ice rink set-up for Winter Fest at Toptracer patio.
- Breakdown after Winter Fest – removed and stored ice rink panels. Removed/disposed of hay bales from ice rink border. Removed and stored photo op signs, snow globe and penguins.
- Replaced broken heater wiring at Bay 10 in Top Tracer.
- Installed new drafter motor on RTU that feeds the women’s locker room and bathroom.
- Completed blow down weatherization for the halfway house.
- Illinois state boiler pressure vessel testing was completed and received recertification of domestic storage tank.

The Club at Prairie Stone:

- Fixed locker room doors and hung new TV in seating area outside of locker room hallway.
- Removed stickers from walls in Kids' Corner, used floor scraper to remove tiles, patched drywall holes and painted walls.
- Ran new electric in Kids' Corner for a TV and relocated emergency light at Kids' Corner.
- Received and installed lap pool Seresco blower motor #2.
- Rebuilt and installed the swimsuit dryer.
- Installed second stage inducer and gas valve on activity pool Seresco.

Seascape:

- Illinois state boiler pressure vessel testing was completed and received recertification on bathhouse domestic storage tank.

Shop/Parks/Other:

- Replaced belts on 2 Reznors in vehicle storage area and replaced one high temp switch on one Reznor in vehicle storage area.

PARKS

Parks & Forestry:

- Removed broken windscreen at Fabbrini and the others were zip-tied.
- Removed pickle ball windscreens at Pine. Measured and determined counts for new wind screen order.
- Completed sign bed cleanup at South Ridge Park.
- Cleared and cut shorelines at Fabbrini, Vogeley, Evergreen, Chestnut, Highland and North and South Twin Parks.
- Completed landscape maintenance at Pine Park.
- Completed brush-cut and cleanup at Walnut, Cannon Crossings, The Club, Princeton Park/Basin, Rhorssen Preserve
- All trees around small pond at Fabbrini were wrapped to protect them from beaver damage and downed trees were cleaned up.

Vogeley:

- Built access gate for maintenance between new area and car dealership.
- Installed new door stoppers on gymnastics door upstairs.

Playgrounds:

- Conducted routine park checks and trash removal for parks/dog parks.
- Removed Park ID signs to paint brackets for new signs and attached hardware for new signs.
- Hung all "no ice use" and "no skating" signs and repaired any red flags as needed.
- Set up Santa sleigh trailer for Winter Fest.
- Built tee boxes and strapped together the wood for each green for the multi golf course at Vogeley.
- Completed snow removal at various locations and cleared school routes, checked trails and school sidewalks for ice; completed lot cleanups.

Athletic Fields:

- Fixed baseball top rail at Huntington Park.

**HOFFMAN ESTATES PARK DISTRICT
2024 BUDGET GOALS & OBJECTIVES
PARKS, PLANNING & MAINTENANCE DIVISION**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT GOAL 1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Sustainability Volunteers Group	<ul style="list-style-type: none"> • Reach out to past volunteers to develop this group. 	C
1Q Comments:	Plan is to contact the volunteers that sign up for earth day and/or seed bombing and gauge interest in being part of this group.	
2Q Comments:	A list of participants is being put together and staff will begin contacting them to gauge interest.	
3Q Comments:	Regular volunteers of our events are being reached out to in order to gauge interest in the sustainability volunteer group.	
4Q Comments - Complete	With no consistent volunteers among our events but good numbers at each event we are going to continue with the way that we are currently doing our sustainability events and have them be run and led by HEParks staff members.	

DISTRICT GOAL 3: FINANCIAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Asset / Fleet and work order management system to tie into our existing GIS software.	<ul style="list-style-type: none"> • Research using an asset / fleet and work order management software that communicates with GIS. 	C
1Q Comments:	We have had presentations from Productive Parks and OpenGov.	
2Q Comments:	Still looking into other platforms.	
3Q Comments:	Still looking into multiple platforms.	
4Q Comments - Complete	Platforms have been researched but at this time we are not going to implement a new system, when time comes to upgrade Main Trac will be our time to combo those systems.	

DISTRICT GOAL 4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Structural Repairs at WRC	<ul style="list-style-type: none"> • Windows and skylights installation. • Evaluate racquetball courts and mini gym to optimize facility usage. 	D
1Q Comments:	Permits have been obtained and the contractor is set for installation in late spring/early summer.	
2Q Comments:	Currently scheduled for mid-August to begin construction.	
3Q Comments:	Skylights and Store Front windows have been installed.	
4Q Comments:	All rooms except one classroom and the current fitness center are complete. Completion will be in the winter/spring of 2025.	

Purchase Electric & Autonomous Field Marker.	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments – Complete	The unit has been purchased and is in use.	
Purchase Electric Autonomous Mower.	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments - Complete	Unit has been purchased and weeklong training is scheduled for the week of April 22, 2024.	
Purchase Crew Cab.	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments:	The vehicle has been ordered through state contract purchasing.	
2Q Comments:	Vehicles ordered through state contract purchasing. Waiting on delivery date.	
3Q Comments - Complete	Crew Cab vehicle has arrived and is in the fleet.	
Purchase Dump Truck with salt spreader.	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments:	Vehicle has been ordered through state contract purchasing.	
2Q Comments:	Vehicles ordered through state contract purchasing. Waiting on delivery date.	
3Q Comments - Complete	Dump Truck has arrived and is in the Fleet.	
Pine Park Playground	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop and install prior to third quarter. 	C
1Q Comments:	Playground has been purchased and is set to be installed by the end of June.	
2Q Comments:	Playground has been installed, 2-5 is being installed and then restoration.	
3Q Comments - Complete	Playground and restoration have been completed.	
Vogelei Park Renovation	<ul style="list-style-type: none"> • Develop constructions plans, obtain permits, and go to bid for services. 	C
1Q Comments:	Contracts are being finalized with the state and with our engineering firm.	
2Q Comments:	OSLAD has been finalized, engineering has completed the topo and construction will begin in August.	
3Q Comments - Complete	All construction plans for phase one(2024) along with bids and permits have been completed. Construction has started on this phase as well.	
Asphalt Repairs	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments:	A contractor has been selected and dates are being set to complete all repairs and maintenance.	
2Q Comments - Complete	Asphalt and parking lot maintenance completed.	
Indoor Courts Sand & Seal	<ul style="list-style-type: none"> • Purchase through bid process or purchasing Coop. 	C
1Q Comments:	The contractor has been selected and dates are set for July and August.	
2Q Comments:	The contractor has been selected and dates are set for July and August.	
3Q Comments - Complete	Courts have been completed.	

Seascape Aquatic Play Feature (play feature in the pool)	<ul style="list-style-type: none"> Purchase through bid process or purchasing Coop. 	C
1Q Comments:	Working with multiple vendors on the design to be presented at the April board meetings.	
2Q Comments:	The aquatic feature is going to be refurbished instead of replaced and this work will take place in September/October.	
3Q Comments:	Refurbish construction is set for the week of October 14.	
4Q Comments - Complete	The play feature has been refurbished and is ready for the 2025 season.	

Outdoor Sports Courts Resurface	<ul style="list-style-type: none"> Purchase through bid process or purchasing Coop. 	C
1Q Comments:	A contractor has been selected and courts are set to be completed by the end of June.	
2Q Comments - Complete	Courts have been completed.	

Hire Contractor for Controlled Burns	Hire contractor to complete controlled burns in sections of Victoria Park and Hunters Ridge (other sections of these parks will be mowed).	C
1Q Comments:	The contractor is waiting for the appropriate weather to complete the burns. If not this spring it will be in the fall.	
2Q Comments:	Burns were not completed in the spring; looking to schedule this in the fall.	
3Q Comments - Complete	Contractor has been hired and now it is waiting game for plants to go into dormancy and weather patterns to be correct.	

DISTRICT GOAL 5: ENVIRONMENTAL AWARENESS

Objective/Goal	Performance Measures	Status
Hold Special Events for Environmental Awareness.	<ul style="list-style-type: none"> Hold Earth Day, Seed Bombing, Invasive Removal and Seed Collection events. 	C
1Q Comments:	Events have been scheduled.	
2Q Comments:	Earth Day and Seed Bombing have been completed and Invasive Removal and Seed Collection are scheduled.	
3Q Comments - Complete	All events were completed.	

Audubon International	<ul style="list-style-type: none"> Start the certification process for becoming Audubon Cooperative Sanctuary Program for Golf Courses. 	C
1Q Comments:	Will be completed later in 2024.	
2Q Comments:	Process will be started in the late fall.	
3Q Comments - Complete	Process has been started with the application and first section complete.	

Arboretum Status at Vogelei	<ul style="list-style-type: none"> Once greenhouse and tree nursery are complete apply for and receive complete certification. 	D
1Q Comments:	Part of the OLSAD Project.	
2Q Comments:	This will not be completed until the end of 2025 when the OSALD project is completed.	
3Q Comments:	This will not be completed until the end of 2025 when the OSALD project is completed.	

Install Smart Rain Irrigation Controls.	<ul style="list-style-type: none"> Purchase and install new irrigation controls on park irrigation boxes. 	C
1Q Comments:	Installation is scheduled for May 2024.	
2Q Comments - Complete	Installation is complete.	

DISTRICT GOAL 6: CUSTOMER SERVICE

Objective/Goal	Performance Measures	Status
Parks Continuing Education	<ul style="list-style-type: none"> Park Maintenance Supervisors will be attending continuing education events in 2024. 	C
1Q Comments:	Staff attended the IAPD/IPRA and the ILCA (Illinois Landscape Contractors Association) conferences during the 1 st Quarter.	
2Q Comments:	Staff attended an MIPE event in June on playground design.	
3Q Comments:	Staff attended field days for sports turf and landscapes.	
4Q Comments - Complete	Staff attended more MIPE events and have started planning education for 2025.	