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

**MINUTES
BUILDING AND GROUNDS MEETING
April 5, 2016**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on April 5, 2016 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Bettencourt, Dekirmenjian (7:02), Friedman, Triphahn, Chairman Kilbridge

Absent: Comm Rep Snyder

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

Audience: President Bickham, Commissioner McGinn, Kinnane, R. Evans, Kaplan, Mr. K. Evans, Carrie Matlock DLA Architects

2. Approval of 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 March 1, 2016 meeting as presented. The motion carried by voice vote.

4. Comments From the Audience:

Commissioner R. Evans commented on how good the new logo looked.

5. Old Business:

None

6. New Business:

A. Montessori Academy Easement Agreement/M16-046:

Deputy Director Talsma reviewed the item noting that they were looking to amend the easement to encompass the area and tree already inside the fencing.

Chairman Kilbridge asked if this issue had not already come before the board, noting that it was an Executive Session item and Deputy Director Talsma noted that it had.

Mr. K. Evans asked if the district would have leverage if the trees within the fence needed to be removed now that they would be the responsibility of the Montessori Academy. Director Giacalone noted that if needed, the park district could get the Village involved and Director Buczkowski noted that the Montessori Academy would be liable for the trees.

Comm Rep Triphahn made a motion, seconded by Commissioner Mohan to recommend the board approve the Permanent Easement Agreement contingent upon the Academy paying all related expenses plus a 10% administrative fee. The motion carried by voice vote.

B. PSSWC DLA Architects/M16-049:

Deputy Director Talsma noted that the project had been identified in the CMP for \$300,000; however, it was closer to \$600,000. He also explained that it was a major project to be done at PSSWC in 2017.

Director Buczkowski introduced Carrie Matlock, Architect for DLA. Ms. Matlock explained that she and DLA had worked for public entities such as the park district for 33 years and with DLA specifically for 21 years. She explained that they were looking at the locker rooms and seeing some moisture issues, delamination of tile and some very wet areas.

She explained that the walls would be demolished and that the board would see contingency plans within the bid documents depending on what was discovered during the demolition. She also explained that they would be

looking at the exhaust system as well as creating a schedule that will inconvenience the members the least. She also noted that the new design would offer larger tiles that would be easier to maintain and have fewer grout lines.

Comm Rep Triphahn asked about the drains and Ms. Matlock explained that they were originally trough drains and would be grandfathered into the design. Deputy Director Talsma noted that as the project developed they would be looking at items like replacing the plumbing in the walls.

Commissioner Kaplan asked why they were not just doing the entire area. Ms. Matlock explained that they would be addressing the core of the area and using a cement board versus the green board. Commissioner Kinnane asked about the stucco type surface on the ceiling and the black spots and Ms. Matlock noted that the ceilings would be replaced as part of the project. Director Buczkowski explained that they would also be looking at coating the ceilings with epoxy paint.

Commissioner R. Evans asked if there would be a water barrier between the tile and cement and Ms. Matlock noted that there would and that the flooring would also be addressed.

President Bickham asked about the expected life span of the initial project and the future project. Ms. Matlock explained that the replacement would have longevity but noted that the district might still choose to remove the items for aesthetic and/or updating reasons. Deputy Director Talsma explained that they would be looking to make sure that the next time the area needed attention it would not be due to damage.

Commissioner Kinnane asked about the lockers and the broken hinges and Deputy Director Talsma explained that staff was already in the process of addressing other items around the facility like benches, pads, lockers, and locks to address in the near future.

Mr. K. Evans asked about the mechanical and Ms. Matlock noted that they would be looking to make sure that the area was being properly exhausted. Director Buczkowski explained that the toilet and shower areas were exhausted to the outside, but the rest of the area was exhausted to the lap pool area and that the pool area was not being properly dehumidified added to the issue. Deputy Director Talsma explained that the issue would be addressed with the new HVAC units going in this summer.

Chairman Kilbridge asked about the family room and Director Buczkowski noted that they were not seeing the same problems there, primarily because there was no steam room contributing to the humidity factor. Chairman Kilbridge asked about a time line and it was noted that it would take several months to get through the drawings and then start the bidding process.

Director Buczkowski noted that the district would also dictate the time of the project based upon the district and PSSWC's schedules. He explained that they could be looking at a 6-8 week process with steel studs or an 8-10 week process with concrete block work.

Commissioner Kinnane asked about the contingency and if they found mold inside the walls. Director Buczkowski explained that they had an Environmental Engineer on retainer and would be using employee and public safety programs depending on what they found behind the walls.

Commissioner Kinnane suggested they look at a complete duct cleaning in the area. President Bickham asked how many other health clubs DLA had done and Ms. Matlock noted that there had been hundreds over the years and that they had just finished the Schaumburg Police Station.

Commissioner Mohan made a motion, seconded by Comm Rep Bettencourt to recommend the board authorize staff to negotiate an agreement with DLA Architects to design and prepare specifications for the PSSWC locker room renovation project. The motion carried by voice vote.

C. Crack fill & Sealcoat/M16-047:

Director Buczkowski reviewed the memo noting that it was an annual bid. Chairman Kilbridge asked why there was such a difference in pricing and Director Buczkowski noted that he did not have an answer to that.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to recommend the board award the project to Maul Enterprises, Inc. in the amount of \$29,082.17. The motion carried by voice vote.

D. Skid Loader/M16-048:

Director Giacalone explained that the specs were designed after the Bobcat because of the trouble they had had with the John Deere product.

Commissioner Mohan made a motion, seconded by Comm Rep Dekirmenjjan to recommend the board award the contract to Atlas Bobcat of Elk Grove Village in the amount of \$57,532 for the skid loader, trailer, broom and pallet forks. The motion carried by voice vote.

E. Parks Board Report and 1Q 2016 Goals/M16-051:

Commissioner Kinnane noted that maintenance staff had done a great job on removing the wall from the old Pilates room.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to send the Parks Report and 1Q 2016 Goals to the board as presented. The motion carried by voice vote.

F. P&D Report and 1Q 2016 Goals/M16-050:

Director Buczkowski pointed out that they were making progress again with the CNN Railroad on the Bike Trail.

Commissioner Mohan made a motion, seconded by Comm Rep Bettencourt to send the P&D Report and 1Q 2016 Goals to the board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Friedman said he was glad to see the port-o-let installed and the season to begin.

8. Adjournment:

Comm Rep Triphahn made a motion, seconded by Commissioner Mohan to adjourn the meeting at 7:55 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Deputy Director

Peg Kusmierski
Recording Secretary