



*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, SEPTEMBER 1, 2015**  
**7:00 p.m.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - August 4, 2015
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. BPC 10<sup>th</sup> hole green drainage and re-grassing / M15-107
  - B. Chestnut Port-o-let Enclosure / M15-103
  - C. Parks Board Report / M15-113
  - D. Planning & Development Report / M15-109
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 AND GROUNDS MEETING/PARKS TOUR**  
**August 4, 2015**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on August 4, 2015 at 5:45 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan (left 6:05), Comm Rep Bettencourt, Friedman, Snyder (left 6:45), S. Triphahn, Chairman Kilbridge

Absent: Comm Rep Dekirmenjjan

Also Present: Executive Director Bostrom, Deputy Director/ A&F Director Talsma, P&D Director Buczkowski, Parks and Risk Director Giacalone, Rec/Facilities Director Kies, Golf Director Bechtold, Golf Course Superintendent (Billy Casper) Hugen

Audience: President Bickham (arrived 6:15), Commissioners Kinnane, McGinn, R. Evans, Kaplan; Comm Reps Wittkamp (left 6:45), Neel, Utas, Winner, Musial (arrived at 6), Sponsor Manager Hayward

**2. Agenda:**

Commissioner Mohan made a motion, seconded by Comm Rep Bettencourt to approve the agenda as presented. Comm Rep Triphahn asked to be recused from the New Business Item A. The motion carried by voice vote.

**3. Minutes:**

Commissioner Mohan made a motion, seconded by Comm Rep Snyder to approve the minutes of the July 7, 2015 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

**A. IAPD Legislation/M15-096:**

Executive Director Bostrom reviewed the item noting that the district supported the legislation to eliminate future employees of lobbying groups from participating in IMRF. Deputy Director Talsma noted that there were 11 lobbying organizations that were being eliminated. Chairman Kilbridge asked about such organizations as PDRMA but it was noted that they were not addressed in this legislation and there were no other proposals at this time.

Commissioner Mohan made a motion, seconded by Comm Rep Friedman to recommend the board support the proposed legislation to terminate future employees of lobbying groups from participation in IMRF as outlined in M15-096. The motion carried by voice vote.

**B. Balanced Scorecard 2Q/M15-093:**

Executive Director Bostrom reviewed the item noting that the partnership agreements included Alexian Brothers, Palatine Park District, Village of Hoffman Estates, etc. He also noted the change in numbers for the free events was due to previously including any events specifically for facilities versus only counting district-wide now.

Comm Rep Triphahn asked if the marquee signs were making an impact and if there would be results and comparisons at the end of the year. Deputy Director Talsma noted that \$72,000 had been budgeted as revenue from the signs and they would provide reports.

Comm Rep Triphahn noted that there were no accident claims in 2014 and it was clarified that there were no claims paid out.

Comm Rep Triphahn made a motion, seconded by Comm Rep Snyder to recommend the board approve the Balanced Scorecard for 2<sup>nd</sup> quarter 2015. The motion carried by voice vote.

C. Parks Board Report/M15-094:

Chairman Kilbridge asked about the new spaces from the TC renovation. Director Giacalone noted that Executive Assistant Kaczmarek had an enclosed office now. Deputy Director Talsma noted that they had created 3 new work spaces and 1 enclosed office with the renovation.

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

D. P&D Board Report/M15-095:

Chairman Kilbridge asked about the playground equipment and Director Buczkowski noted that they were having a problem with the company this year. He explained that they had streamlined their operations, but were now experiencing the wrong pieces and/or wrong colors being sent out. He also explained that the local rep had been very helpful in expediting the delivery of the missing equipment.

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

E. Annual Parks Tour:

Everyone present left the board room at 6:05 p.m. to attend the parks tour.

- Golf Course; review holes 10 + 11 improvements
- Seascape; review archery range (potential future cellular antenna site)
- Chino Park; discuss future uses
- Maple Park; review playground improvements
- Evergreen Park; review playground improvements
- Fabbrini Park; review park renovations

7. **Committee Comments:**

None

**8.     Adjournment:**

Comm Rep Triphahn made a motion, seconded by Comm Rep Friedman to adjourn the meeting at 8:12 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peggy Kusmierski  
Recording Secretary

## **Memorandum No. M15-107**

**TO:** Buildings & Grounds Committee  
**FROM:** Dean Bostrom, Executive Director  
Brian Bechtold, Director of Golf  
**RE:** 10th Green Drainage and Re-grassing  
**DATE:** August 26, 2015

### **Background**

The 10<sup>th</sup> green at Bridges of Poplar Creek Country Club has been an ongoing issue the last three golf seasons. The green has what is referred to as a black layer of soil about 2 ½ inches below the turf. This soil is not allowing water to penetrate through and holding an excessive amount of moisture. The moisture in the soil has brought on many funguses, but one that is not allowing grass to be grown on this green. Pythium Root Rot is a soil born fungus that eats at grass roots and can devastate large areas at one time. Over the past few years we have built up a chemical resistance and therefore we are left with a bare green with no turf over the diseased area.

### **Implications**

Since the current green is not playable we need to move forward and provide a solution to minimize public reaction and minimize loss of future revenue. Working with a golf course architect and drainage companies, staff has developed a plan to implement the proper slit drainage for the 10<sup>th</sup> green. This drainage will tie into the new drainage that was completed during the pond renovation this past spring. Once the drainage is completed a drill and fill process will take place to penetrate the black layer with sand. The final step will be sodding the green using one inch thick sod cut 30 inches wide and installed with the one of a kind sidekick machine to avoid seams. This course of action will provide a long term solution to the 10<sup>th</sup> green.

Staff has received quotes for the construction of the 10<sup>th</sup> green which consist of slit drainage, drill and fill (sand), sodding and topdressing (sand). Below are quotes for each section.

#### **Slit Drainage**

- XGD Systems - \$9699 plus sand (using a 70-20-10 sand)
- Golf Preservations- \$8790 plus sand (using a 60-20-20 sand)

#### **Drainage Sand**

- Waupaca Sand & Solutions 70-20-10 sand \$45.87/ton and 60-20-20 sand \$67/ton
- Shoreline Sand 70-20-10 sand \$46.50/ton and 60-20-20 sand \$81/ton
- Redline Sand 70-20-10 sand \$51.00/ton and 60-20-20 sand \$72.95/ton

#### **Dried Topdressing Sand**

- Waupaca Sand & Solutions \$61.05/ton
- Shoreline Sand \$64.50/ton
- Redline Sand \$62.00/ton

#### **Sodding**

- Green Source, Inc. - \$11,375.00

There are only two companies that offer the slit drainage systems designed for golf course greens in the United States. Many companies offer regular drainage, but this system is designed specifically for golf course greens. We will save additional money using sand specifications 70-20-10 sand. We also feel the 70-20-10 sand is a better mixture for our green base. We then recommend using Waupaca Sand & Solutions for the drainage sand mixture and topdressing sand. The sod install technology is only offered by Green Source as they are the only company that offers thick cut (1-1 ½ inch) bent-grass grown on sand/soil base with the sidekick technology.

With the 10<sup>th</sup> green being not playable condition we have an accelerated timeline to minimize loss of revenue. We would like to start the project on Monday, September 14<sup>th</sup> and having a temporary green until the project is fully completed by Monday, September 28<sup>th</sup> based on weather conditions and providing that we are able to secure all three vendors after approval.

This project will be completed with the utilization of current capital funds. It also is a non-biddable project as we will be using three separate vendors with no one vendor over \$20k.

### **Recommendations**

Staff is recommending the B&G Committee send Memorandum #15-107 Hole 10 Green Drainage and Re-Grassing to the board for approval of the project as follows:

Total projected budget:

XGD Systems	\$9,699.00
Waupaca Sand & Solutions	\$3,819.75
Green Source, Inc.	<u>\$11,375.00</u>
<b>TOTAL</b>	<b>\$24,893.75</b>

**MEMORANDUM NO. M15-103**

**TO: Building and Grounds Committee**  
**FROM: Dean Bostrom, Executive Director**  
**Gary Buczkowski, Director of Planning and Development**  
**RE: Chestnut Park Port o Let Enclosure**  
**DATE: August 12, 2015**

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**Background:**

The park district programs Chestnut Park as a soccer practice field. Along with that activity the park district provides a temporary port-o-let restroom facility intended to serve the participants. Practice at this location is done in the spring and fall of each year. For the course of last year, staff has fielded many complaints regarding the unsightliness of the port-o-let structure and in particular its location across from residential homes (Dovington Drive). In an effort to address resident concerns, staff developed plans to provide an aesthetic enclosure similar to those provided elsewhere in the district.

**Implications:**

As part of district procedure, staff held a public meeting on the site to present the plans for the enclosure and to field questions from the residents. In attendance were 12 residents. After an explanation of the project (See attached plans) by staff, questions were raised as to:

- Why there was a need for a port-o-let structure at Chestnut Park practice field?
- What was the appropriateness of programming the detention facility located in a neighborhood park for soccer?
- Concerns for the maintenance of the port o let structure.
- Concerns as to what would happen to the area when soccer was not programmed in that space.
- Concerns for the durability of the structure.

While not everyone who attended was in agreement with the proposed port-o-let enclosure improvement, the overall sentiment was that if the port-o-let was to be located at this site, the enclosure would make it more palatable to the residents aesthetically.

In addition, the residents requested that staff look at the possibility of how the district would temporarily or permanently remove the wooden enclosure structure in the event that soccer was no longer programmed at this facility on a long term basis.

The cost for staff to install the enclosure is as follows:

Wood Structure Board on Board	\$ 720.00
Paint, Primer and Supplies	\$ 440.00
Concrete Pad	\$ 450.00
Concrete Walk (3 yards of Material)	\$ 750.00
Total	\$ 2,360.00

**Recommendation:**

Staff recommends that the B&G recommend to the board that staff be instructed to move forward with port-o-let enclosure project to be located at Chestnut Park.

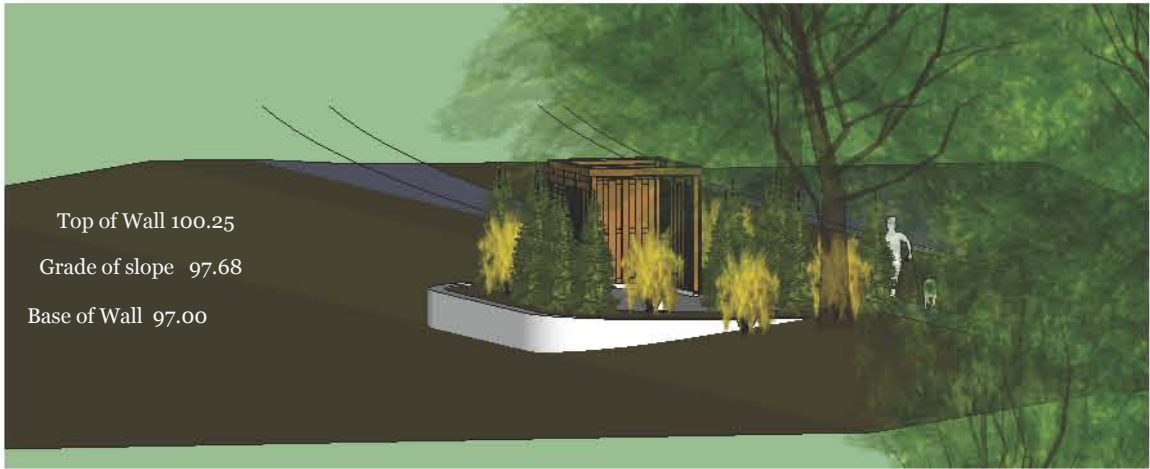




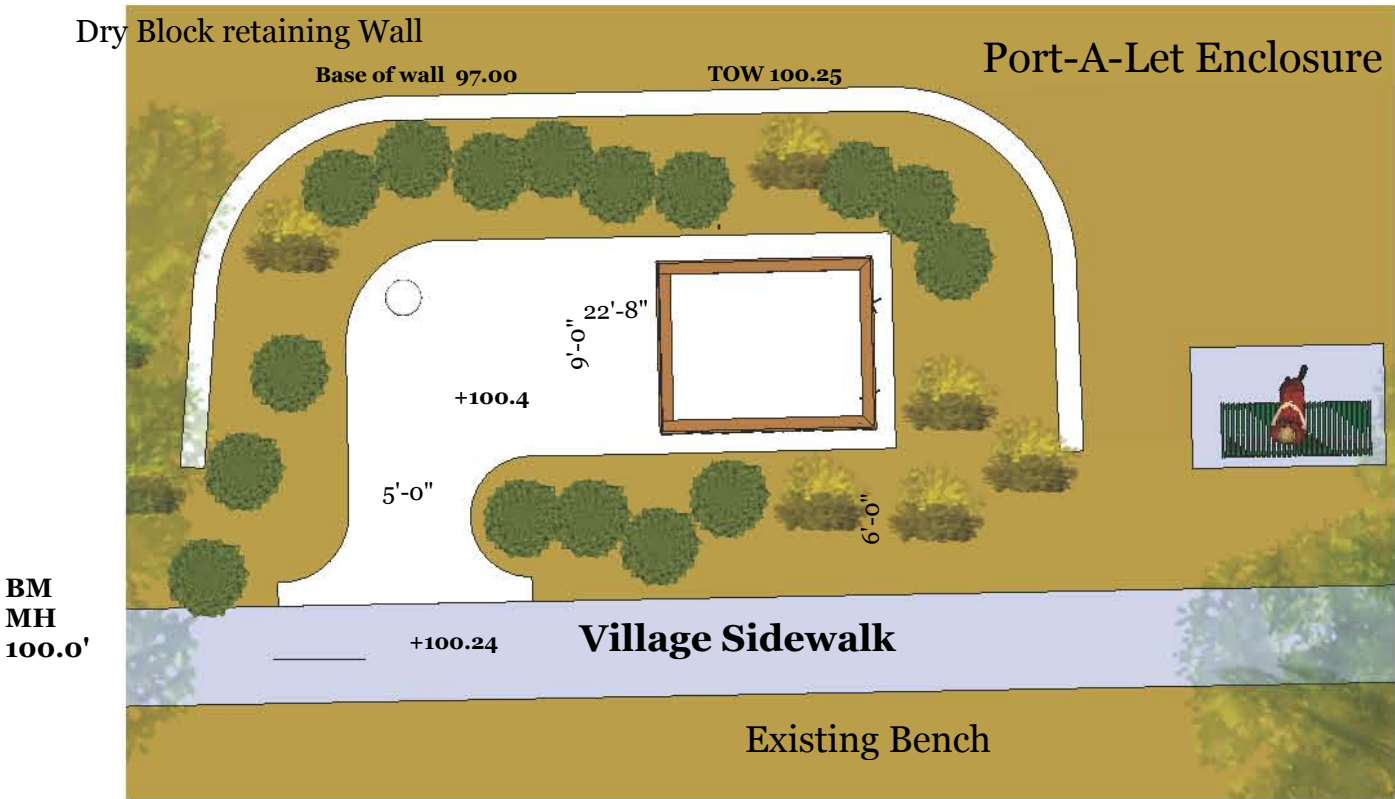
**Street View Google Earth**  
No Scale



**Street View Perspective**  
No Scale



**Rear View of Retaining Wall**  
No Scale



**Plan View**  
scale 1/8" = 1'-0"

REVISIONS	REMARKS
1	MM/DD/YY
2	MM/DD/YY
3	MM/DD/YY
4	MM/DD/YY
5	MM/DD/YY

HOFFMAN ESTATES PARK DISTRICT  
1685 W. HIGGINS ROAD  
HOFFMAN ESTATES ILLINOIS 60169  
CHESTNUT PARK DOVINGTON LANE

PORT-A-LET ENCLOSURE

**MEMORANDUM NO. M15-113**

**TO: Buildings & Grounds Committee**  
**FROM: Dean R. Bostrom, Executive Director**  
**John Giacalone, Director Parks & Risk Management**  
**RE: Parks Board Report – August**  
**DATE: August 28, 2015**

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1. Work at Fabbri Park on the edges of the walking path has been completed with grading, over-seeding and erosion matting.
2. Invasive weed control continues in the natural areas for Phragmites, Teasel and Purple Loosestrife, with 85% completed.
3. Ash tree inventory for this year has been completed, with the projected removal of 150 Ash trees this year. Removals are ongoing with about half completed. After this year's removals there will be approx. 54 Ash remaining in the active park areas.
4. State permits for the 2015 -2016 burns were received for our in house burns; applications for the Cook County permits have been submitted.
5. Evergreen playground renovation completed; grading, seeding and erosion matting work also completed.
6. Post-emergent weed control for clover and dandelions complete; late fall control to begin the end of September.
7. The Parks Division conducted a volunteer Teasel removal at Black Bear Park which drew 10 volunteers.
8. Staff installed two new sewer drains at ATC on the northwest walk to pick up water coming from the apartment's parking lot.
9. Staff finished all carpet office, painting project.
10. Installed handicap signage with post in north parking lot at TC.
11. Staff remounted sink in room 105 at TC.
12. Set-up and take down of Party in the Park.
13. Staff repaired door and shelving unit in Kids Corner. Staff replaced emergency light at PSSWC.
14. Staff made repairs/replacements at various playgrounds: repaired slide at Vogelei, replaced sit-up bench at Sycamore, removed graffiti from slide at MacArthur and repaired block wall at Canterbury.
15. Staff has set-up and striped Sycamore football; weekly striping of Sycamore football fields is a new project this year.

16. All fall soccer fields were set up and striped.
17. Staff has started to remove windscreens from ball fields.
18. At PSSWC staff repaired RTU 3 and 4, fixed a leak on the boiler unit, replaced the flow switch and pressure temperature gauge, fixed sand filter float, and repaired boiler on Spa temperature gauge.
19. Staff repaired RTU 12 boardroom A/C unit, repaired air handler with a fuse and belt at TC.
20. Staff repaired A/C unit at Vogeley House.
21. Staff repaired and re-installed fountains at Field, South Ridge and TC.
22. Staff installed new motion lights at Seascap.
23. Staff repaired RPZ valves at Victoria and Cottonwood.
24. Staff replaced Zamboni's bushings on the A frame and two yokes.
25. Truck 912 replaced ignition switch.
26. Truck 543 assembled new snow plow.
27. Fire extinguishers and first aid kits in all trucks completed annual safety inspection.
28. Trailer 836 replaced rear tires.
29. Daily maintenance and repair on all mowers.
30. At Seascap the tent windscreens, funbrellas, and deck chairs have been taken down and/or put away. The pool has also been drained. Staff is planning on painting the pool bottom, the water play feature and water slides this fall in an effort to get a jump on the spring start up.

**MEMORANDUM NO. M15-109**

**TO:** Building and Grounds Committee  
**FROM:** Dean R. Bostrom, Executive Director  
Gary Buczkowski, Director of Planning and Development  
**RE:** Board Report  
**DATE:** August 20, 2015

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**1. 2016 Capital Projects Request:**

As part of the annual capitals review, planning staff tours all the facilities to determine specific needs that have changed compared to the 5-year CMP Plan. Staff toured 46 playgrounds, 8 tennis courts, 14 basketball courts, 2 in-line skate rinks and 17 parking lots. For the most part, the facilities have weathered as predicted in the CMP Plan with the exception of a few playgrounds and parking lots that have fared better or in some cases, worse. The updated 5 year CMP Inventory and Evaluation will be presented in October, prior to the November budget meetings.

**2. Evergreen Park Path for ADA:**

As part of the 2016 Capital Plan, the paths at Evergreen Park/Lakeview School are to be resurfaced and brought to ADA standards. To develop the detailed plans for this project, staff has surveyed running and cross slopes for the entire pathway system. This information will be used to estimate the quantities required to address areas that are not in compliance with the minimum standards. Overall, staff found Evergreen Park to be in less severe condition as compared to the Fabbini Park paths that were renovated this past year.

**3. Evergreen Playground:**

This project was completed with the installation of the chain link fence the week of August 17. With the completion of this project, the 2015 playground renovations are now complete and staff is working with the contractor to close out all contracts and extra charges. Staff is confident that the overall cost of the playground renovation project will be well within the budgeted amounts.