



1685 West Higgins Road, Hoffman Estates, Illinois 60169
heparks.org t (847) 885-7500 f (847) 885-7523



**MINUTES
BUILDING AND GROUNDS MEETING
April 17, 2018**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on April 17, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Rep Bettencourt, Dekirmenjian, Friedman, S. Triphahn, Chairman McGinn

Absent: Comm Rep Sernett

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

Audience: Commissioner Kinnane, Kilbridge, R. Evans, Bickham, President Kaplan, IT Associate Lonergan

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the March 20, 2018 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. Building Envelope Consultant/M18-043:

Director Hugen reviewed the memo noting that the roof on the north side of the Triphahn Center would be the first addressed for repair. He explained that staff had interviewed four finalists and found Wiss, Janney, Elstner & Associates, Inc. to be most qualified for all around building issues.

Chairman McGinn asked about the \$6,500 and Director Hugen explained that WJE would handle pre-bids and qualify roofers to install the TC roof.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to recommend the board approve awarding a total contract of \$65,000 for roof consulting services to WJE for the Triphahn Center north end roof replacement project (\$39,000 will be paid in 2018 and the remaining \$26,000 will be budgeted in 2019) as outlined in M18-043. Motion carried by voice vote.

B. Crack fill, Seal Coat & Striping Bids/M18-041:

Director Buczkowski reviewed the memo noting that it was the maintenance of the parking lots and that Patriot Maintenance had been awarded last year to do the work.

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Dekirmenjian to recommend the board approve a contract with Patriot Maintenance Inc. for crack filling and seal coating in the low bid amount of \$37,156 as outlined in M18-041. The motion carried by voice vote.

C. Walking Path Sign Proposal Amita Health/M18-037:

Deputy Director Talsma reviewed the memo. Commissioner K. Evans asked if the district did not have a project similar to this before and Executive Director Bostrom noted that they did one for a bike trail. Director Buczkowski noted that they had several projects that used the QR codes.

Commissioner K. Evans asked about multiple signs for parks with multiple entrances or located in several spots around the fitness trail. Staff will review those options.

Commissioner Bickham asked where the signs would be posted and Deputy Director Talsma explained that they would look at putting them on the top of the wooden posts providing it was an appropriate spot for them.

Commissioner Bickham suggested posting the signs on the nature signs for Charlemagne Park.

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to recommend the board approve the new walking path signs sponsored by Amita Health for those parks listed in M18-037. The motion carried by voice vote.

D. Parks Board Report & 1Q2018 Goals / M18-044:

Director Hugen reviewed the memo noting #2 with the volunteer events up and coming. He specifically pointed out the Butterfly Garden. Chairman McGinn how the Chino Garden assignments were coming and Director Hugen noted that they were 50% rented out; that the ADA boxes had been built but the asphalt path was not yet in.

Deputy Director Talsma noted that the ribbon cutting ceremony for Chino would be April 22 at 9:30 a.m. to acknowledge the grant from the Realtors Association to build the gardens. He also explained that Black Bear would have a grand opening on May 19 to acknowledge the new fall surface and the \$7,500 donation received to cover the cost of that surface.

Commissioner K. Evans asked if it was hard to get asphalt right now and Director Hugen noted that the asphalt plants were running behind, however, he had already made contact with an asphalt supplier with history to the district and felt that the drive would be down before May 1.

President Kaplan asked about the Butterfly Garden and Director Hugen noted that it would be a Monarch Butterfly Garden and they mostly just needed to make sure that they planted milkweed for the butterflies.

Commissioner R. Evans asked if there would be signage around the garden and it was noted that they would.

Commissioner Kilbridge asked about the fall surface at Black Bear and Director Hugen explained that it would be artificial turf with a stiff backing that would meet ADA standards and that the company that provided the fall surface and the donation would use this park as their showcase in this area. He also noted that they were looking to put this surface at MacArthur Playground.

Chairman McGinn asked if the safety meetings were monthly and it was noted that they were.

Comm Rep Friedman made a motion, seconded by Comm Rep Dekirmenjian to send the Park Report M18-044 and 1Q2018 Goals to the board as presented. The motion carried by voice vote.

E. Planning & Development Report and 1Q2018 Goals/M18-046:

Director Buczkowski reviewed the memo and began the presentation to show one of the games on the BIBA App.

Chairman McGinn asked about ensuring equal and equitable access of facilities and Director Buczkowski explained that it was in general and not just an ADA item.

He also asked about the additional funds and Director Buczkowski explained that was primarily from Oslad grants.

Director Buczkowski presented the BIBA report on Victoria Park noting that BIBA was a concept to develop data on how the playground was used.

Commissioner Kilbridge asked if the App referred users to other parks and Director Buczkowski noted that it did not at this time and that, in fact, Victoria was the only HE park that had BIBA.

Comm Rep Bettencourt asked what the district owned on this App and Director Buczkowski explained that BIBA owned everything. He also asked if they accepted all carriers and staff will check.

Commissioner Bickham asked where other parks were located and Director Buczkowski noted they were all over the world; that the company itself was from Canada and that they marketed the system through playground manufacturers.

Comm Rep S. Triphahn asked about other parks and Director Buczkowski noted that staff was looking for another park to put it in; that there were 7 different games on the App.

Comm Rep Bettencourt asked about the cost and Director Buczkowski explained that there was an initial cost to install.

Commissioner Kinnane noted that he downloaded the App and they were asking for a lot of personal information and that they would be collecting data from users.

Comm Rep Bettencourt made motion, seconded by Comm Rep Friedman to send the P&D Report M18-046 to the board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Friedman noted that the ball fields looked good and was glad to see the port-a-potties and screens out.

8. Adjournment:

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Dekirmenjian to adjourn the meeting at 7:50 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peg Kusmierski
Recording Secretary