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**MINUTES  
BUILDING AND GROUNDS COMMITTEE  
May 15, 2018**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on May 15, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Reps Bettencourt, Dekirmenjian, Sernett, Triphahn, Chairman McGinn

Absent: Comm Rep Friedman

Also Present: Executive Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Parks and Facilities Services Director Hugen, BPC Golf Operations Bechtold

Audience: President Kaplan, Commissioners Kinnane, R. Evans, Bickham, Kilbridge

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Bettencourt made a motion, seconded by Comm Rep Dekirmenjian to approve the minutes of the April 17, 2018 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Twinbrook School property/SD54/M18-051:

Executive Director Talsma reviewed the item and updated the board with the information that the school had been demolished. He explained that there were several encroachments on the school district property and the park district was waiting for the school district to address them prior to taking over the property.

Chairman McGinn asked about the number of families involved and Executive Director Talsma noted that there were six; four that were significant.

Commissioner K. Evans asked if the district had checked with the Village since the fences should have required village permits. Executive Director Talsma noted that the park district was asking the school district to address the problem but would forward the suggestion.

Comm Rep Triphahn asked about a time line and Executive Director Talsma noted that it was 30 days.

Commissioner Kinnane asked if the actual property lines were well marked for residents and Executive Director Talsma noted that there were corner posts marking areas.

Commissioner Bickham asked about the letter of notification and Executive Director Talsma explained that it was sent by the school district; however, it noted that the park district would not take possession of the property until the encroachments were removed.

President Kaplan asked about selling the parcels to residents. Executive Director Talsma explained that there were legal processes that would have to be adhered to even for such a small piece of property as the district was actually selling public land. He also expressed concern for the precedent it might be setting.

No vote required, information only.

B. Balanced Scorecard/M18-050:

Executive Director Talsma reviewed the item noting that they had added a footnote column and explanation to some columns that might have questions.

Chairman McGinn asked about the accident reporting and Executive Director Talsma noted that the district was reporting all accidents but that none of them had been significant.

Comm Rep Triphahn asked why the district was discontinuing the mobile app and Executive Director Talsma explained that most people were going directly to the district web site which is mobile friendly.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to recommend the board approve the Balanced Scorecard as presented and explained in M18-050. The motion carried by voice vote.

C. Parks Board Report/M18-052:

Director Hugen reviewed the report and in particular item 1 on Seascaple.

President Kaplan questioned if the district had any options to the “one man show” that was testing Seascaple for leaks, pointing out that with the man hospitalized, the district was not doing the detailed testing. Director Hugen explained that the district had done some research but was not finding anyone using his technique although they would continue to research the issue. Director Hugen also explained that they were going to budget to have Schaeffges Brothers repair the cracks and some of the wall area. He noted that in-house staff had been puttying the cracks for some time and it was time to address the issue. It was noted that the cost was expected to be approximately \$30,000.

Comm Rep Dekirmenjian asked about only calling the company for leaks if staff discovered a leak and Director Hugen noted that they were using the company as preventive maintenance and that in-house could only check the 2-6 inch pipe. He explained the cost to the district was approximately \$1,500.

Commissioner K. Evans asked about the rose bushes at TC noting they were not looking good. Director Hugen explained that Supervisor of Horticulture Schwartz was looking at all the district landscape and that the bushes were on his list.

President Kaplan asked about how early the company/staff could search for leaks. Director Hugen explained that the company was willing to come in as soon as there was no snow as opposed to in-house staff that could only look

for leaks after the water was turned on. He also explained that this year staff put plugs into the pipes to prevent rain and snow from getting in and freezing.

President Kaplan asked if the district ever thought to coordinate the mowing of parkways with the Village as we were already on site for the park. Executive Director Talsma noted that he could check with Village staff.

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Sernett to send the parks report M18-052 to the board as presented. The motion carried by voice vote.

D. P&D Report/M18-053:

Director Buczkowski reviewed the report noting that the #2 rink was having trouble with the heating system. He explained that the south rink had been having trouble for about 3-4 years and was beginning to show signs of heaving. He explained that to prevent permafrost, the rinks had a heating system to keep the ground from freezing. Currently both rinks sub flooring heating systems have failed.

Chairman McGinn asked if the Wolves were aware of the problem and Executive Director Talsma explained that the ice was still in good, level condition. He also explained that staff was researching the ability to seek out leaks and would probably use the same company Seascape used for their leaks.

Commissioner K. Evans asked if they repaired the heating system if the heaving would disappear. Director Buczkowski said that no one was really sure, but it would prevent additional heaving.

President Kaplan asked about the trip hazards and Executive Director Talsma explained that it would be addressed in-house.

Comm Rep Snyder asked about the type of system and Director Buczkowski noted that it was a Brine System. Executive Director Talsma noted that the district had used a process to seal the pipes that was warrantied and when it failed to be successful, the company refunded the district \$10,000.

Commissioner R. Evans asked if other rinks had the same problem and Director Huguenot noted that they did.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Triphahn to send the P&D report M18-053 to the board as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Triphahn reminded everyone of the Foundation SRT Golf Outing June 6<sup>th</sup>. She also noted that this was her last B&G Meeting and thanked everyone for the opportunity to work with them.

President Kaplan awarded Comm Rep Sue Triphahn with an Award for Service for the time on the B&G Committee. He thanked her for her services.

President Kaplan also noted that Comm Rep Snyder (Recreation Committee) was going to be leaving and he awarded him an Award for Service and thanked him for his time.

Executive Director Talsma invited everyone for cake.

**8. Adjournment:**

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary