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**MINUTES  
BUILDING AND GROUNDS COMMITTEE MEETING  
January 15, 2019**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on January 15, 2019 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Reps Dekirmenjjan and Poeschel

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Parks, Planning and Maintenance Hugen, Director of Golf and Facilities Bechtold

Audience: President Kaplan; Commissioners R. Evans, Kinnane, Kilbridge, and Bickham; Comm Reps Macdonald and Veronica

**2. Approval of Agenda:**

Comm Rep Friedman 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 Friedman to approve the minutes of the November 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. Ice Rink Renovation/M19-004:

Executive Director Talsma reviewed the item noting that while the district still had an open claim with PDRMA, he did not expect to see anything on the claim filed but should have final information within the week. He also noted that the district was in negotiations with the Wolves regarding some cost sharing of the expense to renovate that rink.

Director Hugen explained that in November Stantec Consulting Services had been engaged to take the park district through the bid process for this project. He noted that they had received three timely bids and a fourth had arrived late and been returned unopened. He noted that Minnesota Ice, LLC was the low bid, however the bid amount had been more than anticipated as the permafrost was actually eleven to twelve feet thick, more than twice expected. He also explained that it would take longer (30 to 45 days) to remove that permafrost with generators running 24 hours/7 days. Director Hugen explained that they were also looking to put an under drain in to help remove any future liquid from that area to prevent more permafrost. He reviewed the staff recommendation of Minnesota Ice, LLC for \$1,046,938 plus the drainage alternate for \$26,585 and the recommended contingency of \$53,676.15.

Chairman McGinn asked if there would be any issues getting the equipment needed into the rink and Director Hugen explained that they would use the Zamboni entrance. He also explained that the district would lose a portion of the far back parking lot during the renovation. Chairman McGinn asked about the leaks in the second rink and Director Hugen explained that they had repaired three leaks, were working on a fourth. He also explained that by replacing the piping to the rinks with PVC, the district would be able to get rid of the brine system for both rinks providing there were no additional leaks under the ice of the second rink.

Comm Rep Sernett addressed the committee noting that if their insurance claim was denied, they could ask for arbitration. Executive Director Talsma explained that the district was self-insured and that option would not be available to them. He also explained that he sat on the PDRMA board and felt that they were fairly reviewing the district's claim.

President Kaplan asked about payments for the project and Director Hugen explained that the district would most likely pay for material upfront with the remaining balance due upon project completion. President Kaplan asked if the second rink would be impacted and Director Hugen said that it would not. President Kaplan suggested that

the district contact references themselves to check out Minnesota Ice, LLC and it was noted that the district was already working on that.

Commissioner Kilbridge asked about the time frame and it was noted that the project was scheduled to begin March 18. She asked if the committee and board could tour the project site and Director Hugen said he would schedule that.

Comm Rep Sernett asked about the current type of pipes and Director Hugen noted they were cast iron steel and being replaced with PVC.

Commissioner Bickham asked if other programs would be impacted and Director Hugen explained that the NW Jr Hockey tournament was March 15 to 17 and the reason the project would begin on the 18<sup>th</sup>. Executive Director Talsma noted that they had turned away an April tournament to begin the renovation in March and that it would affect some spring and summer programming to have only one rink available.

Comm Rep Sernett asked when the project would be completed and Director Hugen noted it should be the end of August or beginning of September in time for fall programming.

Comm Rep Veronico asked about the 4<sup>th</sup> bid and it was noted that the district could not legally open it and had to return it sealed.

Comm Rep Sernett asked who Stantec was and Executive Director Talsma explained that it was a consulting firm for this project.

Commissioner K. Evans asked if participants to the facility could view the renovation and Director Hugen explained that that signage would inform anyone in the facility of the renovation. Executive Director Talsma noted that it might be a good idea to allow viewing of the renovation.

Comm Rep Macdonald asked about thawing the rinks on a regular basis. Executive Director Talsma explained it was recommended to do that every 2 years at a cost of about \$5,000 - \$10,000 each year. Staff will review those recommendations in light of the new drainage system and repaired under flooring heating system and that should help to prevent permafrost and ice upheaval.

Commissioner R. Evans asked about the generators used to defrost the permafrost and Director Hugen noted there would be seven or eight on the ramp outside of the building. He also explained that the generators would be under the recommended noise level by the Village so that they would be less invasive to nearby homeowners as they would run 24 hours.

Comm Rep Sernett made a motion, seconded by Comm Rep Friedman to recommend the board award the bid to Minnesota Ice, LLC for the bid price of \$1,046,938 plus

the drainage alternate of \$26,585 for a total cost of \$1,073,523. It was also recommended that the board approve a 5% contingency of \$53,676.15 for change order purposes only. The motion carried by voice vote.

B. Parks, Planning & Maintenance Report & 4<sup>th</sup> Q Goals/M19-003:

Executive Director Talsma explained that an emergency board meeting had been called following the Forward Plan Committee meeting tonight to address the loss of hot water at BPC that happened yesterday, January 14, 2019. He distributed an updated results memo M19-009A and noted that Director Hugen would have more information in his report.

Comm Rep Aguilar arrived at 7:30 p.m.

Director Hugen addressed the committee noting that he and Executive Director Talsma would be presenting for the OSLAD grant next Tuesday in Springfield.

He also reviewed the hot water issue at BPC explaining that the tank had passed inspection last week and while the Fire Marshal was present to apply the approval sticker, the tank had broken. He also explained that it was scheduled to have been replaced in 2020. It was noted that because the system was now obsolete, staff could not simply replace the broken parts but had to replace the entire system and the cost of system replacement was double or more. Director Hugen explained that a low quote had been received from US Water Heating Solutions for \$59,751.

Comm Rep Sernett asked how the district would cover the cost and Executive Director Talsma explained that the district had fund balances of 2.5 million to help cover emergencies.

Commissioner Bickham asked about the event scheduled at BPC on Saturday and Executive Director Talsma explained that it was a small event and as long as the district could deliver hot water to the dishwashers, they could proceed. They were moving quickly because the district did not want this to impact the February 8<sup>th</sup> Mother/Son or Daddy/Daughter dances.

Commissioner Kilbridge asked how long it would take to switch the system and Director Hugen explained that it would be up and running in four days but take an additional two weeks to make sure all systems were aligned.

Chairman McGinn asked what was in the budget for the 2020 replacement. Director Hugen could check, however, it was not budgeted to replace the entire system. Chairman McGinn commended Director Hugen on his handling of the various unanticipated projects from 2018.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Sernett to send the Parks, Planning & Maintenance Report & 4Q Goals/M19-003 to the board as presented. The motion carried by voice vote.

7. **Committee Member Comments:**

None

8. **Adjournment:**

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:35 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary