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**MINUTES  
BUILDING AND GROUNDS COMMITTEE  
February 19, 2019**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on February 19, 2019 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Rep Freidman

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

Audience: President Kaplan; Commissioners Kilbridge, Kinnane, Bickham, R. Evans; Comm Rep Wilson

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the January 15, 2019 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

**A. Seascape Valve, meter and water loss/M19-022:**

Executive Director Talsma noted that this item had been an emergency last weekend. He noted that claims had been filed with PDRMA for the resulting damage and staff was waiting for confirmation on their payment.

Director Hugen noted that the HE Fire Department had contacted staff to say that the fire panel at Seascape was in trouble mode. The fire department shut off the fire suppression butterfly valves to address the system temporarily. However, when staff arrived on Monday they discovered that several other valves had failed and the facility and pool were flooded with approximately 400,000 gallons of water. The area has since been drained, broken pipes and valves replaced and insurance claim filed.

Commissioner Kinnane asked about a dry sprinkler system instead and Director Hugen noted that they had a dry system at BPC that had failed twice and flooded the building.

Information only with no recommendation at this time.

**B. Seascape Water Slide Bids/ M19-016:**

Director Hugen reviewed the item noting that the slides had been repaired but not refurbished. Staff had budgeted for work on the tube and body slides.

Commissioner K. Evans asked about the general condition of the slides and it was noted that they were structurally sound and simply needed the new gel coating and paint.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend the board approve the bid for the Seascape Water Slide Refurbish to IPS Waterslide Inc., for \$46,000 with a 5% contingency of \$2,300 for a total of \$48,300 as outlined in M19-016. The motion carried by voice vote.

**C. Playground Renovation Community park/M19-024:**

Executive Director Talsma noted that announced at the state conference, the district had received a Matching Funds Playground Grant through IPRA/Gametime of \$31,241.17 for Community Park playground equipment.

Director Hugen explained that staff had held a community meeting on December 19, 2018 for input on this park renovation and noted that not shown on the drawings were 2 sets of swings and an arch swing included in the equipment.

Chairman McGinn asked about payment and it was noted that the park district would only pay the difference between the cost of equipment less the grant dollars.

Executive Director Talsma explained that this was only equipment and not installation or cost of the splash pad.

Commissioner K. Evans asked about lighting and Director Hugen noted it would be solar and motion sensitive. Commissioner K. Evans noted that there should be a place for the teens to congregate also and Director Hugen explained that there would be additional green space available and staff was looking at space for basketball.

Comm Rep Sernett made a motion, seconded by Comm Rep Bettencourt to recommend that the board approve the purchase of Community Park playground equipment for a total of \$42,899.12 from Cunningham Recreation as outlined in M19-017. The motion carried by voice vote.

D. Playground Renovation Willow Park /M19-024:

Director Hugen reviewed the item noting that there had been a public meeting for input on this park December 19, 2018 and that the Matching Funds Playground Grant for this park was \$40,139.65. He noted that they would not be doing pickle ball but instead creating a passive area as requested by residents.

Comm Rep Sernett asked if this included installation and it was noted that this item was for equipment only. President Kaplan asked about benches in the passive area and Executive Director Talsma noted that there would be some. President Kaplan asked about the mulch and Director Hugen noted that it was ADA acceptable and that there was synthetic turf in the area of the play signs.

Commissioner Bickham asked about fencing and pickle ball and it was noted that there would not be any fencing and pickle ball was too noisy to have so close to homes in the area.

Commissioner K. Evans asked about guidelines for parks and inclusion and it was noted that the playground structure had an ADA compliant transfer deck, mulch meeting ADA standards and the tandem swing was all inclusive.

Comm Rep Sernett asked about warranties, maintenance and equipment upkeep and Director Hugen noted that there were three certified playground specials on staff that checked all playgrounds monthly. He noted that the installation would have a one-year warranty and could check on the equipment warranty.

Comm Rep Dekirmenjian asked if these 2 parks were budgeted for the year and it was noted that they both were budgeted for \$130,000 renovations.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Dekirmenjian to recommend the board approve the purchase of Willow Park playground equipment for \$64,707.35 to Cunningham Recreation as outlined in M19-024. The motion carried by voice vote.

E. Revised 2019 Budget Goals & Objectives/M19-019:

Executive Director Talsma reviewed the item noting that some adjustments had been made based on items carried over from 2018 budget and the community survey.

Commissioner K. Evans asked if staff could provide a document noting those changes and staff will check.

Commissioner Kilbridge suggested posting a sign for volunteer park clean ups on-site to inform the regular park users in the event they wanted to participate. She also asked about meeting 100% of the timelines established by finance for the Financial Stewardship and Executive Director Talsma explained it was to make sure the budget was adhered to and payroll was timely. She also asked about the VOG Outdoor Unit and it was noted to be Vogelei's Roof Top Unit only located ground level.

Commissioner Kilbridge raised a question regarding Maintrac and it was noted that the district switched from tablets to cell phones to update Maintrac in the field. She asked if all the assets weren't already in the GIS system and it was noted that new assets could be added and repairs and/or relocations of other assets updated.

Commissioner Bickham asked about the safety meetings and it was noted to be the Parks and Facilities (not faculties) department.

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to recommend the board approve the revised 2019 Budget Goals and Objectives for the Parks, Planning & Maintenance Division as outlined in M19-019. The motion carried by voice vote.

F. Balanced Scorecard/M19-013:

Executive Director Talsma reviewed the item noting that it was for the final quarter of the year and a snapshot of the district comparing 2017 to 2018.

Chairman McGinn asked about event sponsors versus in-kind and Executive Director Talsma noted that it was a matter of in-kind being trade.

Comm Rep Sernett asked if the district competed with the schools on programs (memberships) and Executive Director Talsma explained that the memberships were

for the facilities but he did note that the district was in competition not only with schools on programming but also other park districts in the area.

President Kaplan asked why Seascap was up and it was noted that last year had been warmer, especially over Memorial Day.

Comm Rep Sernett made a motion, seconded by Comm Rep Bettencourt to recommend the board approve the Balance Scorecard for the 4<sup>th</sup> Quarter 2018 as outlined in M19-013. The motion carried by voice vote.

G. Parks, Planning & Maintenance Report/M19-012:

Director Hugen reviewed the report noting that the district had received the OSLAD grant and asked if there were any questions

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to send the PPM Report M19-012 to the board as presented. The motion carried by voice vote.

H. Ice Rink Renovation/Tour of Ice/M19-015:

Executive Director Talsma reviewed the issue noting that they were still not sure about the Wolves renewing their contract and that without that guarantee; staff did not see an immediate need to undertake major repairs on the rink.

The committee and audience toured the Wolves ice area, locker room and work out areas, admin office areas to view the equipment, condition and amount of space available.

Director Hugen noted that staff would take the ice down on the Wolves rink and make repairs to the heating system. He noted that they would also attempt to locate the leak and repair that heating system in Rink 1 and replace the brine system. Executive Director Talsma noted that the Wolves contract went until May 2020 and that they could be moved to Rink 1 for practice. He also explained that the district would not have to have major repairs done to the Wolves Rink if they did not have professionals skating on it.

Comm Rep Wilson asked what the district did the last time the rink was taken down and Executive Director Talsma explained that this time; they would keep it down longer in an attempt to melt the permafrost so that repairs to the cement and heating system could be made.

Comm Rep Sernett asked if they would replace the piping with PVC at that time and Director Hugen said yes along with the main pipe to the Rink 1.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend the board reject all bids for the Ice Rink Replacement as outline din M19-015. The motion carried by voice vote.

Staff will provide pricing for repairing heat lines, taking down the ice to investigate concrete and rebuilding ice to the March B&G Committee meeting.

**7. Committee Member Comments:**

Commissioner K. Evans congratulated staff on receiving the grant monies. Executive Director Talsma noted that GIS/Parks Services Admin Wozny had been instrumental in getting that information for the grant application.

Comm Rep Sernett said she was impressed with staff.

**8. Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 8:20 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary