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**MINUTES**  
**BUILDING AND GROUNDS COMMITTEE MEETING**  
**April 16, 2019**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on April 16, 2019 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Reps Dekirmenjian, Poeschel, Sernett

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 R. Evans, Kilbridge and Bickham

**2. Approval of Agenda:**

Chairman McGinn asked to amend the agenda to include New Business, Item F Video Presentation.

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

**3. Approval of the Minutes:**

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the March 19, 2019 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. South Ridge Park (OSLAD) Engineering & Consulting Services/M19-040:

Director Hugen reviewed the item noting that the district was in the process of working with WT Group to secure permits. He explained that they had been able to reduce the costs of working with WT Group by \$45,000. It was noted that because of the prior relationship with WT Group, the district did not have to go out to bid or perform an RFP on this item.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Friedman to recommend the Board to approve a contract with WT Group for their engineering and consulting services for a total of \$52,100.00 as outlined in M19-040. The motion carried by voice vote.

B. South Ridge Park Playground Equipment/M19-043:

Director Hugen reviewed the item explaining that South Ridge Park has also been the recipient of the Game Time grant similar to the ones awarded for Willow and Community Parks.

Comm Rep Friedman asked about the swing option and Director Hugen explained that it was for a saucer type of seat to be ADA accessible.

President Kaplan asked about the zip line and Director Hugen explained that it was designed to get to the end and back, however, it could be returned to start manually if necessary.

Commissioner K. Evans asked if this included the adult playground scheduled for the area and it was noted that it did not.

Commissioner R. Evans asked how the zip line was anchored and Director Hugen explained that it was the same as the main structure; sunken 3 to 4 feet into concrete.

President Kaplan asked about weight limits and Director Hugen said he would check but that he had participated on a zip line and it held him.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Friedman to recommend the board to purchase South Ridge Playground equipment for a total of \$80,128.29 from Gametime as outlined in M19-043. The motion carried by voice vote.

C. Highland Park Playground/M19-044:

Executive Director Talsma reviewed the item noting that three years ago past Director Buczkowski had recommended the pulling of this playground equipment due to the redundancy of equipment in the area. He explained that Sycamore and Locust were very nearby. He also explained that they were dealing with safety issues in the area on the retaining wall, sidewalk flooding and 20 year old equipment.

Executive Director Talsma noted that rather than just removing the playground, the idea was to salvage the swing set and install a 2-5 year tot structure at a cost of \$20,000 versus replacement of \$150,000+. Director Hugen explained that the district had one other tot only playground at Fabbrini and that in-house maintenance would remove the walk way and retaining wall and replace it with a smaller swing set, retain the initial swing set and have the tot lot installed. He explained that after the equipment was removed, the district would hold public meetings with residents regarding the installation of new equipment

Commissioners K. Evans and Bickham asked for a sign to notify residents that the playground was being removed due to safety concerns.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to recommend the board approve the removal of Highland Park Playground due to safety concerns as outlined in M19-044. The motion carried by voice vote.

D. LED Lighting at TC and WRC/M19-041:

Executive Director Talsma explained that this was not a budgeted capital project but that staff had found a great opportunity to address the lighting in these areas providing an excellent ROI due to the rebates. Director Hugen noted that they had been switching to LED lighting for the past 3 years and that the district could take advantage of the Commonwealth Edison rebates but they had to be complete by June 30<sup>th</sup>.

Chairman McGinn asked if they had not just addressed the lights at TC and it was noted that they had worked on the track but not the gym.

Commissioner K. Evans asked about the outdoor lights and Director Hugen explained that staff was working on that but the rebates were for the facilities.

Commissioner Bickham asked about the vendors and Director Hugen explained that they were from ComEd but staff had chosen the 2 that the district had a relationship with from the 30 offered by ComEd.

President Kaplan asked how the district knew the amount of the rebates and Director Hugen explained that reports had been filed with ComEd and that the company would offer the park district a rebate based on ComEd's response and the company would collect the actual rebate from ComEd.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Friedman to recommend the board approve the purchase of new LED lighting system to Dominion Lighting for the total of \$15,083.04 as outlined in M19-041. The motion carried by voice vote.

E. PPM Report and 1Q2019 Goals/M19-042:

Director Hugen reviewed the report explaining that the district was ready to award the installation of WRC and Community playgrounds to George's Landscape. George's Landscape had installed for the district in 2015 and staff was checking references. He explained that the memo would go to the A&F Committee for recommendation to the Board next week but wanted the B&G Committee to be informed.

Director Hugen also reviewed the work being done on the ice rink noting that they would be thawing the permafrost for the next 45 days and would not see much being done on the rink. He explained that they would be replacing the heat pipes on both rinks and that they believed the north rink break was between the mechanical room and ice, however, if they were incorrect in the placement of the leak staff would have to review the options.

Director Hugen explained the change order of \$43,500 noting that the corner boards were so bent that they could not be reused, that the kick plates were so worn that they had to be replaced, that the double doors had been removed and replaced with a single three-foot door and that the door mechanisms were so bent that they had to be replaced.

Commissioner Kilbridge asked about the request to lift glass for the ice rink that appeared in the FP packet and Director Hugen noted that they were using 3 district staff to replace broken glass on the rink and wanted to replace that staff time with more efficient machinery.

Commissioner K. Evans asked why they were not taking the final layer of concrete out and Director Hugen explained that while that layer of concrete was not believed to be part of the foundation structure, staff was concerned that it might be and removing it would cause the walls to heave inward and the roof to collapse.

Chairman McGinn asked about the TC roof gas lines and Director Hugen explained that it was done in-house with the assistance of General Mechanical to lift the units.

Commissioner K. Evans asked about the burns and the clean up after. Director Hugen explained that additional clean-up was done in the fall.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to send the Parks, Planning and Maintenance Report and 1Q2019 Goals / M19-042 to the board as presented. The motion carried by voice vote.

F. Video Presentation:

Executive Director Talsma presented a video on the Year-End and congratulated the C&M Department on their excellent work.

7. **Committee Member Comments:**

Chairman McGinn noted that he had attended the Egg Slide and it was packed. He also congratulated Director Hugen on the Monarch Butterfly garden and encouraged all to attend the coming egg hunts.

8. **Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Comm Rep Friedman to adjourn the meeting at 8:05 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary