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The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**AGENDA
SPECIAL BOARD MEETING
TUESDAY, MAY 12, 2020
7:00 PM
*REMOTE MEETING VIA ZOOM**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. COMMENTS FROM THE AUDIENCE
4. OLD BUSINESS
5. NEW BUSINESS
 - A. The Club Locker Room Renovation /M20-054
 - B. Outdoor Recreational Usage (Tennis, Pickleball, Basketball, Disc Golf, Dog Parks)
6. COMMISSIONER COMMENTS
7. EXECUTIVE SESSION
 - A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act
 - 02/25/2020
 - 03/30/2020
 - B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.
 - C. The purchase or lease/sale of property owned by the public body (park district) pursuant to Sec 5 ILCS 120/2 Sec. 2(c)(6) of the Open Meetings Act.
8. Potential discussion and possible vote on matters regarding the purchase or lease/sale of property owned by the public body (park district) pursuant to Sec 5 ILCS 120/2 Sec. 2(c)(6) of the Open Meetings Act.
 - A. Chicago Wolves Contract Renewal
9. ADJOURNMENT

**For access to remote meetings held via ZOOM, please email jagudelo@heparks.org. You will be provided the link to join the ZOOM and you will be able to participate during the "Comments from the Audience" portion of the meeting. For ease, you may also email your comment prior to the start of the meeting time and your comment will be read aloud on your behalf during the meeting.*

MEMORANDUM M20-054

TO: Board of Commissioners
FROM: Craig Talsma, Executive Director
Brian Bechtold, Director of Golf & Facilities
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: The Club Locker Room Renovation
DATE: May 12, 2020

Background:

The Club at Prairie Stone transformation into the Ultimate Fitness Experience is in full swing. Phase One of the two phase renovation plan started early this year as a part of the 2019 budget process.

2020 Phase One included the following and is almost 100% complete:

- Court 1 will remain as a tennis court for our tennis members
- Court 2 conversion into Strength Zone:
 - This will include resurfacing to sport flooring, relocating all free weights and strength training equipment, and adding additional power racks and strength equipment.
- Court 3 conversion to Functional Fitness Zone:
 - This will include resurfacing with turf/sport floor combination along with adding state-of-the-art equipment and a sound system. This will allow us to offer specialized small group HIIT classes along with Speed and Agility fee-based classes. These classes will be offered in addition to our complimentary group fitness classes.
- Group Fitness Studio #2:
 - This will include resurfacing the current free weight room with wood to create an additional studio space giving us the opportunity to add new classes and programs to our group fitness schedule.
- Enhancement of Kids Club:
 - This will include the enhancement of the current area for a more inviting space for all ages.
- Stretching Zone:
 - This 525 sf area will consist of a dedicated stretching area and a few stretching machines.

Phase One estimated cost is \$450,000 and is on track to be completed under budget. Additionally, the scheduled GIS carpet & floor replacement was budgeted in the Capital Fund.

2021 Phase Two will include:

- Locker Room Renovations:
 - This will include replacing all lockers in both men's and women's locker rooms with personalized lock codes, and updating the community locker rooms.
- Outside Fitness Zone:
 - This will be located off the Functional Fitness Zone. This fitness zone will give our members a place to exercise outside in a unique setting along with additional programming to include outdoor classes.

Phase Two estimated cost is \$525,000 with \$450,000 to be dedicated to The Club locker rooms and community locker rooms. We currently have several lockers in both the men's and women's locker rooms that are not in service and not able to be repaired.

Implications

The locker rooms are the last essential part of the renovation, and is already considerably past due based on the useful life of these original lockers. Under our current Stay-at-Home order, it appears that the Club will remain closed for at least two more months and maybe longer. Locker room usage may also not be allowed for a greater duration. Therefore, staff is investigating the possibility of completing this project this year while we are closed so as to not disrupt our membership in 2021 with locker room closures. As we investigated this, we noticed some new products that would be extremely beneficial for the Club. Additionally, based on more competitive pricing this year we feel the project would be less than the original \$450,000 budget.

The option of doing the locker rooms now, while the facility is closed, obviously is much more beneficial for timing as to not to disrupt member usage, but it will also give us the opportunity to advertise and promote all of The Club's improved features once we open. It is anticipated that once the Stay-at-Home order is relaxed and fitness centers can re-open there will be some that do not. There will be a scramble to offer the very best in amenities and services to entice people to join (and stay) within an industry that may become very competitive.

One very important aspect of the locker room upgrades that we can now provide as an upgrade is a high performance anti-microbial solution material called Nanolam. This new material looks and feels soft and luxurious, but has powerful disinfecting agents that will be very important as we move forward under the effects of the Corona Virus, and we will probably be one of the very few fitness centers that can offer this. Additionally, we will also be replacing the very old and dirty carpet with a new flooring that will also minimize germs and that can properly be cleaned and disinfected to mitigate any virus.

Nanolam is a high-tech laminate that resists scratches, abrasions, rubbing, and dry heat. In the event that it does scratch, it can be easily buffed back to a flawless finish. The velvety smooth surface also resists fingerprints, smudges, and streaks, and keeps mold and bacteria from growing. In fact, it reduces the incidence of staph bacteria by 99.79%. Bleach, ammonium chlorides, and other antimicrobials won't harm the surface, either. Small abrasions and scratches can be easily buffed out with a magic eraser or removed with a heated iron.

Additional features the new lockers would have include:

- Keyless Lock mechanism.
- Keyless ADA Lock mechanism based on the ADA requirements on total lockers.
- Size of locker increased to 18" Wide x 18" Depth 72" Tall compared to our current lockers at 12" Wide x 16" Depth 72" Tall.
- 112 Full Length Lockers and 74 Double Half Lockers in the men's locker room.
- 115 Full Length Lockers and 74 Double Half Lockers in the women's locker room.
- Total of 523 lockers

- Four grooming stations in men’s locker room with mirrors & five grooming stations in women’s locker room.
- 15 % of lockers will offer a USB outlet for a charging station within the locker.

Staff is anticipating the total project to not exceed \$400,000. Staff has prepared a bid document and will receive bids later this month. If the cost and the timing all align, staff would look to receive approval for the bids at the May Board meeting and then to complete the project by August.

In order to fund this project, staff has reviewed other capital projects that we have the ability to put off this year. This was something staff evaluated based on the reduction of our services due to the pandemic. However, staff strongly feels that completing the locker room renovation should be done this year. The overall savings that we would have by putting off certain capital projects amounts to also approximately \$400K.

The following list illustrates current Capital Fund projects staff is proposing to delay under current circumstances:

TC/Willow Fitness	
Equipment	(30,000.00)
Website Redesign	(25,000.00)
Security Cameras	(15,000.00)
RTU-1 Coils Club	(18,500.00)
Indoor Court Resurfacing	(30,000.00)
WRC Elevator	(85,000.00)
WRC First Floor Skylights	(33,000.00)
Parks Toro Sand Pro	(25,000.00)
Pine Park Playground	(42,500.00)
Parks Fleet Truck	(72,000.00)
ADA - Pine Park	(25,000.00)
Grand Total	(401,000.00)

Currently we believe other capital projects being completed this year should break even. As communicated earlier, we are aware that the timing of the South Ridge OSLAD project this year will cause that project to be approximately \$200K over budget. However, we believe other projects including the ice rink will provide sufficient savings to offset this.

We also continue to monitor operations and do anticipate a considerable loss this year due to the pandemic. Currently we anticipate that the Club will have a loss of approximately \$500K through July if we do not re-open. This project, however must be completed due to the condition of the lockers. Being able to complete it while the facility is closed would very beneficial.

Recommendation

Staff recommends the Board approve moving forward with the Phase 2 locker room renovations to The Club for a budget amount of \$400,000.

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM NO 20-056

TO: Division Directors
FROM: Craig Talsma, Executive Director
RE: Outdoor District facilities
DATE: May 11, 2020

Background

The District currently is operationally following the requirements that are set forth under the current stay at home order by Governor Pritzker. Under this order, there is a five-phase approach for re-opening Illinois. In regards to outdoor activity, under Phase 1, Rapid Spread, walking, hiking and biking were allowed. Our parks and trails remained open and we even promoted walking at the golf course.

Illinois is currently under Phase 2, Flattening, whereby fishing, boating and golf under strict social distancing is also allowed. This includes no more than two golfers or boaters to be present in a group. The District is allowing fishing at our lakes and we have opened the Bridges golf course under the new social distancing requirements. Groups of up to ten people may gather only for essential functions during Phase 2. The District has also allowed the garden plots to open as they are single usage and green hoses were allowed to open as essential functions by the Governor.

Once Illinois reaches Phase 3, groups of ten or fewer people may gather for outdoor recreation purposes, with social distancing. Staff is of the belief that only under Phase 3 will additional outdoor recreational activities such as tennis, pickleball, disc golf, in-line skating and basketball be officially permitted by the Governor.

Implications

Staff has received numerous requests from our community in regards to opening up the current outdoor activities that have not been specifically allowed. In regards to tennis, there appears to be a growing group of park districts including Naperville, Vernon Hills, Crystal Lake, Wheaton, Mundelein, Park Ridge, Decatur and others that are allowing single play tennis.

During the executive order governmental entities do have the ability to decide essential service that they provide. I have received confirmation from both Ancel Glink and PDRMA that if an activity is not specifically excluded from the executive order, like playgrounds, then the determination of outdoor recreational activities that are disallowed could be left up to the individual park district.

This is obviously a delicate balance to begin to decide what should and should not be allowed in our community; however, the facilities that we do allow to be open during this time can be done so if the Board wishes to deem them essential functions and set standards of use. However, once we start deviating from the Executive Order, it may open the flood gates to requests for usage from our residents. Many people may not understand why they can play tennis, but not play on a playground.

Staff thinks that the order is clear that additional activities like tennis, pickleball, basketball and in-line hockey could potentially be open up during Phase 3 if social distancing and numbers are correctly maintained. To do this during Phase 2 may not be as safe and we clearly would be making our own call to open any of this at this time.

Additionally, since dogs can get the virus and no one is sure how they get it or transmit it, and since dogs do not practice social distancing, it would seem logical that the dog parks would remain closed at least until Phase 3 as well. Once we are in Phase 4, Revitalization, outdoor activities up to 50 people are allowed. Staff feels the dog parks would be OK in Phase 3 without waiting until Phase 4 if attendance and social distancing are done.

Staff is currently comfortable strictly adhering to the Governor's order and allowing only those outdoor activities specifically allowed by the Governor to be open during Phase 2. Staff does believe we can further open the aforementioned activities with a limit of ten people adhering to social distancing once we are in Phase 3. If there were to be any additional directives from the State or Governor disallowing these activities during Phase 3, or allowing them sooner, staff would abide by those directives as well.

Recommendation

Staff recommends that the full Board approve the additional outdoor activities of tennis, pickleball, in-line skating, basketball, disc golf and our dog parks to plan to be open during Phase 3, based on the current information provided in Governor Pritzker's stay-at-home order.