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**MINUTES  
BUILDING AND GROUNDS COMMITTEE MEETING  
July 21, 2020**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings and Grounds Committee was held on July 21, 2020 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Reps Aguilar, Bettencourt (teleconference), Friedman, Poeschel

Absent: Chairman Kinnane, Comm Rep Sernett

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, Executive Assistant Logan

Audience: President Kaplan, Commissioners Chhatwani, Kilbridge, McGinn, K. Evans, Comm Reps Dressler, Macdonald, MacGregor (7:18)

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Aguilar 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 Friedman to approve the minutes of the June 16, 2020 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

**A. The Club at Prairie Stone Locker Room Flooring / M20-081:**

Director Hugen reviewed the flooring bid for the renovation of The Club at Prairie Stone locker rooms. The bid was for a Rock Tread Epoxy flooring. This product will deliver a flush, seamless look once installed, it is anti-slip, and it will be very easy to clean. Three bids were received from the following contractors: RANCO Services, Tiles in Style LLC, and Mazarini Inc. Of the bids submitted, RANCO Services offered the lowest bid at \$63,170.

Comm Rep Aguilar noted the bid from RANCO Services is much lower than the other two bidders. Director Hugen explained RANCO Services works directly with Rock Tread and may be receiving a discount. He added RANCO Services may not be applying as much of a markup as the other bidders.

Comm Rep Aguilar asked about the application process. Director Hugen explained it is a three part process which includes cleaning of the tile, sealant, and then the epoxy.

Commissioner K. Evans asked if there will be a noticeable odor during the construction. Director Hugen explained the space is doored-off from the main facility, so there shouldn't be, but if there is any smell, it will be minimal, and the bathroom exhaust system should alleviate any odor.

Commissioner McGinn asked how staff created the budget for this portion of the renovation. Director Hugen explained the sales representative from Rock Tread met staff onsite to help prepare the budget based on the renovation space.

Commissioner R. Evans asked what other product types were considered for the project. Director Hugen explained regular tiles were looked at, but are more expensive to replace and require maintenance of grout lines. A second product that was considered was another type of epoxy flooring, but it paled in comparison.

Comm Rep Aguilar made a motion, seconded by Comm Rep Bettencourt to recommend the Board approve awarding the bid to RANCO Services for a total of \$63,170 with a 5% contingency of \$3,160 for a total of \$66,330 as outlined in M20-081. The motion carried by voice vote.

**B. Parks, Planning & Maintenance Board Report / M20-078:**

Director Hugen reviewed the item noting the ice rink renovation is going very well and is on schedule to open early September 2020. South Ridge is still on track for a fall 2020 completion.

Director Hugen highlighted that Vogelei Park has achieved Arboretum Accreditation at Level I through The Morton Arboretum for exemplifying standards of excellence in the arboretum community.

Comm Rep Aguilar made a motion, seconded by Comm Rep Friedman to send the Park, Planning & Maintenance Board Report M20-078 to the Board as presented. The motion carried by voice vote.

C. Amended B&G 2020 Goals & Objectives / M20-085:

Executive Director Talsma reviewed the item noting that as a result of the COVID-19 pandemic and how it has impacted the District's operations, staff has reviewed the previously approved 2020 Goals & Objectives and presented the amended 2020 Goals & Objectives with indications of the likelihood of completion of each item as well as whether each item will require modification in order to be completed.

Comm Rep Poeschel made a motion, seconded by Comm Rep Aguilar to recommend the Board approve the Amended B&G 2020 Goals & Objectives as presented in M20-085. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Aguilar, Comm Rep Bettencourt, and Commissioner R. Evans thanked staff for a great job.

Comm Rep Poeschel is impressed with all that staff has accomplished during the pandemic and congratulated Director Hugen on the Arboretum Accreditation.

Comm Rep Friedman shared he is pleased baseball is back, numbers look good, and those participating are doing a good job of being respectful, wearing masks, and adhering to social distancing where possible.

8. **Adjournment:**

Comm Rep Friedman made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:26 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant