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**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
August 18, 2020**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings and Grounds Committee was held on August 18, 2020 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Kinnane, Commissioner R. Evans, Comm Reps Aguilar, Bettencourt, Poeschel, Sernett

Absent: Comm Rep Friedman

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 Macdonald, MacGregor

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to approve the agenda with the amendment that the Virtual Park Tour be moved from New Business item 7A to the end of the meeting. The motion carried by voice vote.

**3. Recognition:**

Comm Rep Aguilar and Comm Rep Poeschel were awarded service pins for two years of service.

**4. Approval of the Minutes:**

Commissioner R. Evans made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the July 21, 2020 meeting as presented. The motion carried by voice vote.

**5. Comments from the Audience:**

None

**6. Old Business:**

None

**7. New Business:**

**A. Boiler Disconnects / M20-096:**

Director Hugen explained in order to be compliant with new state regulations, shut off switches need to be added to the wall outside of each boiler room at Willow Recreation Center (WRC), Triphahn Center (TC), and The Club at Prairie Stone (The Club). This is to allow for easy access to each shut off switch in the case of an emergency. Two bids were received, and Tiles in Style, LLC presented the lowest bid and their references were solid.

Director Hugen noted the project needs to be completed by the next annual inspection by the Fire Marshal.

Commissioner K. Evans asked since the contractor is using a subcontractor, does the subcontractor still have to do prevailing wage. Director Hugen confirmed that they do have to do prevailing wage.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend the Board award the bid for the installation of boiler disconnects to Tiles in Style, LLC for a total of \$17,786 with a 20% contingency of \$3,560 for a total of \$21,346 as presented. The motion carried by voice vote.

**B. Parks, Planning & Maintenance Board Report / M20-095:**

Director Hugen highlighted the following projects: the TC ice rink is going well and is expected to be ready for use Monday, September 7; the locker room project at The Club is going very well; the South Ridge project is progressing really well and we anticipate opening the playground at the end of September.

Commissioner K. Evans thanked Director Hugen for the summary on Facility Air Quality and noted it was very thorough and well done.

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett to send the Park, Planning & Maintenance Board Report M20-095 to the Board as presented. The motion carried by voice vote.

**8. Committee Member Comments:**

Comm Rep Aguilar thanked staff for a great job and thanked the Board for having him as a Community Representative for the last two years.

Comm Rep Poeschel noted it has been a pleasure serving for the Park District for the last two years.

Comm Rep Sernett noted it is nice to back meeting in-person and hopes things continue to improve with the pandemic.

Chairman Kinnane reminded the Board members of the IAPD Leadership Institute event on September 17 at Schaumburg Golf Club.

**Virtual Park Tour:**

Director Hugen presented the Virtual Park Tour highlighting projects at Princeton Park, South Ridge Park, the Triphahn Center ice rink, Fabbrini Park, Birch Park, and the locker rooms at The Club at Prairie Stone. Director Hugen thanked Kyle Wozny and the C&M staff for their help in creating the Virtual Park Tour.

Information only.

**9. Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:37 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant