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**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
February 16, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on February 16, 2021 at 7:01 p.m. remotely via ZOOM.

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

Absent: Comm Rep Sernett

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Finance & Administration Hopkins, Executive Assistant Logan

Audience: President Kaplan, Commissioners Chhatwani, K. Evans, Friedman, McGinn

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to approve the agenda as presented.

On a Roll Call: Carried 5-0-1

Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane

Nays: 0

Absent: 1 Sernett

**3. Approval of the Minutes:**

Commissioner R. Evans made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the January 19, 2021 meeting as presented.

On a Roll Call: Carried 5-0-1

Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane

Nays: 0

Absent: 1 Sernett

4. **Comments from the Audience:**

None

5. **Old Business:**

None

6. **New Business:**

A. **Court Repairs at Evergreen Park and Victoria Park / M21-013:**

Director Hugen noted the park courts needing to be resurfaced this year were covered with snow when the bids were to be released. Staff added an addendum to the bids prior to being released with the linear feet of cracks needing to be filled based on the last time the courts were resurfaced. Bids came in higher than expected because the vendors were unable to see the courts to give a proper estimate of the costs and needed to ensure they covered themselves for the project. Staff would like to reject all of the bids received and put out proposals to those who submitted bids once the snow has cleared from the courts.

Comm Rep Poeschel made a motion, seconded by Comm Rep Bettencourt to recommend the Board reject all bids at this time with the plan for staff to get a new proposal in the spring.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

B. **Crack Fill and Sealcoating / M21-014:**

Director Hugen noted the work at the Triphahn Center parking lot will include a crack fill, sealcoating, and striping of parking lot. Nine competitive bids were received and all were under the budgeted amount of \$40,850. Since the bids were so much lower than the amount budgeted, staff reached out to the low bidder, Maul Enterprises, Inc., to add to their bid three parking lots, Canterbury Park Place, Canterbury Fields Park, and Fabbrini Parking Lot, that were set to receive crack fill and sealcoating next year. He noted staff are allowed to complete change orders on a bid up to 50% of the original bid, and the total will still be under the \$25,000 bid requirement amount.

Commissioner K. Evans asked if extra work will be completed around the sewers in the parking lots and Director Hugen noted it is not needed at these sites at this time.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend the Board approve of the crack filling and sealcoating bid project to Maul Enterprises, Inc. for \$20,749.14 with a 10% contingency of \$2,075 for a total of \$22,824.14.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

C. Parks, Planning & Maintenance Board Report / M21-015:

Director Hugen commended Steve Bessette, Supervisor of Park Grounds, and Gail Fitch, Turf Manager, on receiving third place for the Illinois Sports Turf Managers Association's Field of the Year award.

Director Hugen commended the Ice Maintenance staff, from Stan Dubicki, GM of Ice Operations, and staff, to Nikolas Catino, Ice Operations Manager, and staff, on running a top notch ice rink for the Chicago Wolves to play their home games on.

Chairman McGinn asked about the preparation for stain treatments at the pool at The Club. Director Hugen explained it is a two part process of removing stains from the metal on the side of the pool. He added the process is water-safe and the pool does not need to be drained in order to complete the process.

Chairman McGinn added the locker room renovation at The Club looks incredible and he complimented Director Hugen and staff on the work completed there.

Commissioner K. Evans asked if there is a particular season with a particular type of weather pattern that impacts the cracks in the asphalt. Director Hugen explained the recommendation is, when filling the cracks, a minimum night time temperature to be above 60°F and minimal moisture (non-humid) for the product to work its best. He added you do not want to be around the freeze and thaw time of year.

Commissioner R. Evans made a motion, seconded by Comm Rep Bettencourt to send the Parks, Planning & Maintenance Board Report to the Board as presented.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

7. Committee Member Comments:

Comm Rep Aguilar commended staff on a job well done and congratulated Gail Fitch on third place award for Field of the Year.

Comm Rep Poeschel and Comm Rep Bettencourt commended staff on a job well done.

Commissioner R. Evans commended staff on the great job on the ice rink and managing a positive relationship with the Chicago Wolves. He asked how the sidewalk sweeper has been doing on the paths from the parks to the schools and Director Huguenot noted it is going really well and has been a great addition to the Parks Department.

Chairman Kinnane thanked Peter Murphy, IAPD President & CEO, and IAPD staff for this year's virtual conference and noted it was very informative and well done. He added a thanks to staff for their hard work.

**8. Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 7:32 p.m.

On a Roll Call: Carried 5-0-1  
Ayes: 5 R. Evans, Aguilar, Bettencourt, Poeschel, Kinnane  
Nays: 0  
Absent: 1 Sernett

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant