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**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
March 15, 2022**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on March 15, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Evans, Comm Reps Aguilar, Poeschel, Evans, Sernett

Absent: Comm Rep Bettencourt

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Administrative Services Cahill, Director of Administration and Finance Hopkins, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Chhatwani, Dressler and Kaplan and Friedman

**2. Approval of Agenda:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Evans 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 Evans to approve the minutes of the February 15, 2022 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. TopTracer Bathroom Utilities / M22-027

Director Hugen stated that this overall project was approved two months ago. As part of the project, we went to bid for the utilities, which will include water and sewer and the excavation of the bathroom area. This will likely be the only portion of the project that needs to go to bid. He added that we received three bids, and the lowest qualified bidder was AJ Oleson Construction. The District has used this firm several times, most recently for the earthwork and utility work at South Ridge and Birch parks. He stated that AJ Oleson does good work and are on time.

President Kinnane had asked for clarification on the total bid amount of \$79,943. Director Hugen explained that this includes an alternate cost which will only be needed if MWRD requires us to put in a concrete storage outside of the detention area. If not, the total would be \$75,713. Director Hugen expects the permit to be released from the village to MWRD next week.

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the bid to AJ Oleson Construction for \$79,943 plus a contingency of \$7,994 for a grand total of \$87,937. The motion carried by voice vote.

B. Parks, Planning and Maintenance Board Report / M22-024

Director Hugen highlighted the following:

- We released a request for qualifications to eight engineering and architecture firms. We have multiple projects coming up with our current firm, WT. In order to make sure we have another engineering firm so we don't overwhelm WT and for us to keep moving forward on all projects, we are interviewing other firms for possible jobs coming up. There is no specific job tied to this search right now. The District would like to have a backup firm to stay competitive and to have a secondary opinion if needed.
- Staff worked hard over the winter to get TopTracer ready for the spring opening, including new signage on the outside and new paneling where the seams are finished with wood.
- The Vogeley House renovation is moving along well. The ramp should be complete this week. If weather cooperates, concrete will be poured for the outside sidewalks so we can begin work on landscaping. The interior walls are dry walled and ready for paint. The flooring is ready to go, and the elevator shaft is built and waiting for the delivery of the elevator.
- Director Hugen presented an update of the progress at Seascapes. Starting two weeks ago, all tile has been removed from the pool. The area around the sand volleyball court has been flattened with posts and fencing removed. Drainage is in place. Concrete has been added near the concession stand, adding an exit path.

Also, as you walk into the pool from the locker rooms, there will be a concrete area replacing the rose bushes and tree that both had thorns. Finally, the slides will now have two entrances to get to the tubes. All concrete work is scheduled for Thursday, 3/17, depending on the weather. The contractor for the sandblasting was starting prep work for Monday 3/21 sandblasting. All aspects of the project are ahead of schedule. Planning to have all of May to prep, fill with water, and check for any leaks, before a May 28 opening.

Commissioner McGinn asked if the electronics were okay at TopTracer after the winter. Director Hugen explained that all televisions were taken down when we closed in December, and were put back up before opening two weeks ago. Everything did well over the winter.

Comm Rep Sernett asked if we will be doing all of the landscaping ourselves at Vogelei House. Director Hugen said that yes, District staff will do all landscaping work.

Comm Rep Evans asked if the ramp at Vogelei is ADA-approved. Director Hugen said that yes, the ramp has a maximum of a 5% incline, so there are several turns and flat landings.

Comm Rep Evans made a motion, seconded by Comm Rep Sernett to send the Parks, Planning and Maintenance Board Report to the full board. The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Aguilar: Reports are always top notch.

Comm Rep Sernett: Impressed with everyone. Staff is always on top of everything.

Commissioner Evans: March Madness is his favorite time of year. Not only for the basketball, but we see the little red trucks all over town!

Comm Rep Poeschel: Great report. Appreciated that staff moved dirt from the golf course to Seascape to fill in the sand volleyball court.

Commissioner Evans: Well done. Thank you to the community reps as well.

Chairman McGinn: Missed the TopTracer fundraiser, which has been rescheduled to April 9.

**8. Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Aguilar to adjourn the meeting at 7:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant