



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



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**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, MAY 17, 2022**  
**7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
  - April 19, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Bridges HVAC Upgrades / M22-047
  - B. Parks, Planning & Maintenance Board Report / M22-045
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

All meetings are held in the boardroom of the Scott R. Triphahn Community Center & Ice Arena at 1685 W. Higgins Road in Hoffman Estates, unless otherwise specified. If an accommodation or modification is required to attend this public meeting please call 847-885-8500 with at least 48 hours' notice.



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



**MINUTES  
BUILDINGS & GROUNDS COMMITTEE MEETING  
April 19, 2022**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on April 19, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Reps Bettencourt and Sernett

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Chhatwani, Dressler, Friedman, and Kaplan, Community Reps MacGregor, Henderson (7:10 p.m.), McIlrath (7:06 p.m.) and Beranek (7:09 p.m.), Robert Steinberg

**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:**

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

**4. Comments from the Audience:**

Robert Steinberg said that staff did a good job with the spring burn off, and asked what the woody plants are that remain. Director Hugen said those are volunteer willows and volunteer elms, and other shrubbery. He added that in the next few weeks, those unwanted plants will be cut down to 4 inches and will then receive herbicide.

Robert Steinberg explained that the lake in his neighborhood should have been a bog but ended up a lake. At some point the park district decided to cut back on trim maintenance and move to “naturalization”. The District stopped mowing around the lake. Plants and weeds grew; then thistle. At one point the weeds were cut back, and grass and perennials grew and the lake looked good for one year, but has since deteriorated again. The lake is surrounded by weeds; there are not herons or egrets, as their habitat has been taken away. We need a solution to the naturalization.

Commissioner McGinn stated that the committee would take Mr. Steinberg’s concerns and see what we can come up with as a solution.

**5. Old Business:**

None

**6. New Business:**

A. Install Playground Equipment at Hoffman and Huntington Parks / M22-036

Director Hugen stated that the Board previously approved the purchase of the playground equipment for these two parks. This recommendation is for the installation of the equipment at both parks. He added that we received five bids. George’s Landscaping, a union contractor, was the low bidder.

Comm Rep Aguilar asked if it is more economical to use one vendor to install both playgrounds. Director Hugen responded yes.

Commissioner Dressler asked about the hourly wage for the install. Director Hugen stated that if there are any labor costs outside of the original bid, or if we have any change orders, then we agree to the hourly wage listed.

Comm Rep Poeschel made a motion, seconded by Comm Rep Evans to recommend to the full board to award the bid to George’s Landscaping for \$65,820 plus a contingency of 10% (\$6,582) for a grand total of \$72,402. The motion carried by voice vote.

B. Parks, Planning and Maintenance Board Report and 1<sup>st</sup> Quarter Goals / M22-035

Director Hugen noted the following regarding the Seascape renovation project:

- Some additional items are needed at Seascape. Once the 17 years of paint were removed, the strength of the concrete was investigated. Several hollow areas were located, so we submitted a \$20,000 change order to Western Specialty Contractors, the concrete contractor. We are still \$23,000 under budget for the entire project.

- Staff built 15 days into the schedule for weather delays, and we have missed 15 days already due to weather. Contractors are working at the same time.
- We need temperatures to be consistently above 60 degrees to apply the paint, and then 5-6 days before we can fill with water to check for leaks.

Commissioner Kaplan asked if staff expects any more change orders. Director Hugen said no, not for the concrete, but staff still needs to perform the leak test.

Commissioner Evans asked if the paint will keep the pool walls waterproof. Director Hugen said yes, it will be epoxy paint.

Director Hugen said that the Vogeley House project is coming along nicely, and NWSRA hopes to bring in furniture the week of April 25.

Director Hugen stated that School District 54 is moving their special needs program to Muir school, which is where Poplar Park is located. The school district would like to have a fully inclusive playground. The following items were noted:

- There is a tight turnaround on this project with the school opening August 15. Director Hugen added that there are two vendors through the OMNIA coop that this they can meet the deadline.
- A memo will go to A&F Committee next week with an addendum to the SD54 IGA including a “not to exceed” number.
- Executive Director Talsma stated that we will be expending for the project, but will be reimbursed 100% by the school district. Director Hugen added that we will be responsible for the maintenance of the playground.

Comm Rep Henderson asked if the school district would pay for labor and materials. Executive Director Talsma responded yes.

Commissioner Dressler asked if the school district could apply for a NAR (National Association of Realtors) grant, but director Hugen responded unfortunately there is not enough time to apply for a grant.

Director Hugen noted that the Parks Department has two volunteer events coming up:

- Earth Day, 3-7 pm on Friday April 22 at Vogeley Park. This will include shoreline seeding, trash pick-up, landscape bed mulching, and planting saplings in the nursery in the back corner of the park. We could get to Level 2 arboretum status with these new tree plantings.
- Arbor Day, 9-11 a.m. on Friday, April 29 at Birch Park, involving tree planting and oak sapling planting.

- The Parks Department will also have a free oak sapling giveaway at the Parks Maintenance Building from 12 to 5 p.m. on Friday, April 29.

Comm Rep Evans asked about the graffiti removal mentioned in the board report and if this has lessened over time. Director Huguen said there was graffiti on the new park equipment at Birch Park. Comm Rep Aguilar noted that he saw new graffiti at Birch Park today. Director Huguen thanked him for the report.

Comm Rep Evans made a motion, seconded by Comm Rep Aguilar to send the Parks, Planning and Maintenance Board Report and 1Q Goals to the full board. The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Aguilar: Well done.

Commissioner Evans: He is proud of our parks and that they are continually renewed. The partnership with the school sounds like a great idea.

Comm Rep Evans: The TopTracer facility is excellent. Great job staff.

Comm Rep Poeschel: Volunteered at the egg hunts last Saturday. Great fun was had by all, and great job to Jodi Schultz.

Chairman McGinn: He was at the egg hunt with his grandchild.

**8. Adjournment:**

Comm Rep Aguilar made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 7:30 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

**MEMORANDUM NO. M22-047**

**TO: B&G Committee**  
**FROM: Craig Talsma, Executive Director**  
**Dustin Hugen, Director of Parks, Planning & Maintenance**  
**RE: Make Up Air Units at BPC**  
**DATE: 5/17/2022**

---

**Background:**

Make up air units and condensers are scheduled to be replaced at Bridges of Poplar Creek Country Club. These units serve the heating and cooling for the upstairs kitchen at Bridges. The units are scheduled to be replaced in GIS and have met their useful life.

**Implications:**

We received four bids for this work to be completed. All contractors were required to attend one of two onsite pre-bid meetings. We had six contractors show up for the pre-bid meetings and two of them chose not to bid. The results from the bid are below.

Furnish and Install of Make Up Air Unit at Bridges of Poplar Creek				
	Core Mechanical	Amber Mechanical	Anchor Mechanical	AMS Industries
BID BOND	X	X	X	X
<i>Base Bid</i>				
Mobilization	\$300.00	\$1,000.00	\$1,500.00	\$6,000.00
Demo Work	\$1,200.00	\$4,500.00	\$3,000.00	\$10,000.00
New Unit	\$19,500.00	\$16,000.00	\$33,540.00	\$25,900.00
Installation of New Unit	\$6,000.00	\$25,630.00	\$14,600.00	\$11,500.00
Startup	\$600.00	\$1,500.00	\$3,880.00	\$8,500.00
<b>Total Cost</b>	<b>\$27,600.00</b>	<b>\$48,630.00</b>	<b>\$56,520.00</b>	<b>\$61,900.00</b>
Alternate 1: Replace existing condenser unit with like unit	\$9,375.00	\$22,900.00	\$15,312.00	\$16,000.00

Core Mechanical was the low bidder. Staff contacted their references and Libertyville High School was very pleased with their work in the past and is using them again to replace RTU's this year. Staff also contacted Core Mechanical to confirm all prices are correct. The budget for this work is \$66,000.

**Recommendation:**

Staff recommends that the B&G committee approve to the full board bid for the replacement of the Make Up Air Units at BPC to Core Mechanical for a total of \$36,975 with a contingency of \$5,000 for a total of \$41,975.

## Memorandum M22-045

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance May Board Report  
**Date:** 5/17/2022

---

### ADMINISTRATION

The renovation plans for Willow Recreation Center are still in the beginning stages, but WT has assembled a team and began looking at surveys and working out flood plain and wetland delineations which will aid in determining the scope of work that can be completed. Once this information is compiled, staff will meet with WT and develop the next step.

Bids for the elevator renovation at Vogelei Barn opened on May 9 and we received zero bids. We are going to be re-bidding this project and inviting general contractors; the elevator contractors don't seem able to handle the scope of this project.

We have received permits from the Village of Hoffman Estates for the TopTracer Bathroom project and the water service line is slated to start on May 13. Once the permit is obtained from MWRD we will begin the sanitary lines.

Scheduling for outdoor court repairs is ongoing. We are anticipating to start in May/June as all products have been delivered to our maintenance building. Parking lot crack fill and sealcoating is currently scheduled for June, but with Seascape set to open on May 28, that parking lot is scheduled for May 18.

Outdoor bathrooms were opened on April 15. Drinking fountains and dog park water have also been turned on. We have a handful of drinking fountains that needed new cartridges and those have been ordered and will be installed once they arrive.

Staff is working with Cunningham Recreation on the design of Poplar Park to meet the needs of School District 54. The design is almost complete and the next step will be to present the design concept to the public at a public meeting at Poplar Park. The meeting is scheduled for Tuesday May 17 at 5:30 p.m.

Modern Energy has been contracted to install new compressors for the north side HVAC system at TC. Up until May 4, we were still running on heat. Without the compressor, we cannot get optimal temperatures on the north side. We are scheduled to have the compressor installed on May 17 and work could take up to three days.

Our Earth Day events were cancelled due to weather. On Arbor Day we had a couple of volunteers show up to Birch Park to plant trees. Staff planted two trees around the basketball court and volunteers planted two oak saplings. Our seed bombing event at Black Bear had nearly 20 volunteers with each volunteer making 15-20 seed bombs, meaning we got nearly 400 seed bombs with native and wild flowers mixed in.





### **VOGELEI HOUSE (NWSRA)**

Integrity Builders has completed the majority of the project at the Vogelei House. There are some minor punch list items to be completed, along with the elevator. The elevator now has a dedicated phone line and we are still waiting on internet service. Once all is in, the contractor can continue and schedule our final inspection. Through a generous donation from the Palatine Home Depot, staff was able to pick up \$4,000 worth of plants for landscaping around the Vogelei House.

### **SEASCAPE RENOVATIONS**

Both contractors finally got some good weather and were able to finish their portions of the Seascape project. The painting of the pool was completed on May 9, 10 and 11. The remaining work is all being completed by the parks staff. We are in the process of installing a new shade structure in the old sand volleyball area and a new rental tent in the old pop-up tent area. We are also removing sand from the playground and installing synthetic turf, and grassing over 25,000 square feet of areas for more seating areas. With a lot of areas changing, staff had to remove the majority of wood posts and ropes and reset in new locations. This was a process as all the posts were set in concrete, but staff did a great job of saving them all to be reused. Mother nature has played a cruel joke on us by going from mid-40s weather to 90s in a week's time, which made laying all the sod a bit difficult but staff was able to get it completed on May 12.



## **HEPARKS SHORELINES**

We have recently had public comments regarding the naturalization of shorelines in Hoffman Estates. Comments were directly related to the shoreline at South Ridge Park. In 2018 we started the planning for the renovation of South Ridge Park and in 2020 the park was completed. During this process we had to have wetland delineations completed at the park, and during construction silt fences were installed. We had to pause all maintenance of the shoreline due to construction. South Ridge Park shoreline did become bare in places and didn't look like it should during this time. This spring we were able to complete a natural burn at South Ridge followed by seeding of shoreline grasses and wild flowers.

Shoreline naturalization has many benefits with the top three being water quality protection, improved wildlife habitat and erosion protection. Water quality protection is to protect the pond from run off that contains fertilizers, soil particles, road salt, vehicle fluids and other waste. By eliminating these pollutants, you reduce algae blooms and aquatic weeds, while aiding fish and wildlife. Wildlife habitat is improved by having native vegetation that provides food sources and safe travel paths for birds and other animals. Natural shorelines provide improved habitat for amphibians and waterfowl, and wading birds rely on shoreline plants to feed and rest. Erosion protection is a big factor as natural shorelines are the best way to prevent erosion of banks and protect your body of water. Erosion can lead to problems with aquatic wildlife due to all the sediment from erosion. Erosion is caused by wind, water, ice and gravity and only a strong root system can prevent this over long periods of time.

Below are some photos of Wetbury and North Ridge Parks taken in the summer of 2021. These shorelines are doing great and the ecosystem around them are benefiting.



## **PARKS DEPARTMENT**

- Finished installing meters and RPZ's for outdoor restrooms.
- Started up Outdoor Restrooms.
- Installed new hose bib on chino garden with new key.
- Installed new hot water heater at seascape concessions stand.
- Installed new floats for T.C storm water ejector pit.
- Installed and started lake fountain's at South Ridge and Vogelei parks.
- Installed new contactor for TC spa pump.
- Installed new VGB shaft sensor on spa pump. Pump now runs.
- Installed new 15-minute timer on men's steam room at The Club.
- Replaced multiple ballasts at T.C and The club.
- HEPD staff completed concrete work at South Ridge for more bike racks and benches.
- Staff also completed a new painting of the splash pad (photo below).
- New tennis/pickle ball nets installed at Fabrinni Park and others as needed.
- Thorguard installed and waiting on parts for thorguard at Cannon Crossings.
- Playground checks, cleaning and grooming of all playground sites.
- Mowing started, staff is learning new routes with the addition of Village fire stations and other properties.
- Tree work at multiple locations.
- Natural burns at Westbury, South Ridge, North Ridge and Bridges.
- Landscaping and prep work at Seascape.
- Planted an oak tree nursery at Vogelei Park, just north of the Raptors area. Trees are part of MWRD plant the canopy campaign and will assist us in becoming level II arboretum status at Vogelei.
- All facilities mulched, and certain parks have had landscape work completed.
- Volunteer flowers for adopted park sites were picked up and set to be delivered the week of May 16.

- Mower Setup
- Vehicle checks and needed repairs completed.



## **RECOMMENDATION**

Staff recommends that the Buildings & Grounds Committee forward the May Parks, Planning and Maintenance Report to be included in the May Executive Director's Report for Board approval.