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**MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
May 17, 2022**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on May 17, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Evans (7:01), Comm Reps Bettencourt, Poeschel, Evans, Sernett

Absent: Comm Rep Aguilar

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Parks, Planning & Maintenance Hugen, Director of Golf & Facilities Bechtold

Audience: President Kinnane, Commissioners Chhatwani, Dressler, Kaplan and Friedman; Comm Reps Macdonald, MacGregor, Beranek (7:09) and Henderson (7:12); Dr. Robert Steinberg

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Evans made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the April 19, 2022 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

Dr. Steinberg noted some slides (pictures) he sent to Executive Director Talsma, showing photos of wildflowers. He detailed the history of the progression of the naturalization of the area behind his home, which is currently mostly weeds. Director Hugen explained that due to wetland delineations in 2018, the district was not able to do anything until the silt fence was removed in 2021. Since then, shoreline grasses and wildflowers have been seeded, but it will be a two- to three-year process for these to root and fully grow.

5. Old Business:

None

6. New Business:

A. Bridges HVAC Upgrades / M22-047

Director Hugen stated that the make-up air units that provide HVAC to the upstairs kitchen at Bridges are in need of replacement. He noted that before going to bid, staff held two onsite pre-bid meetings which were required for bidding so the contractors were aware of what the project entailed. Four bids were submitted, with Core Mechanical being the lowest qualified bidder. Having not used this contractor in the past, we checked their references; Libertyville High School gave a very positive review and noted they will use them again.

Chairman McGinn asked what is included in the mobilization. Director Hugen stated that this entails the ability to obtain a crane and to get it on site at Bridges. Commissioner McGinn also asked what the useful life of these units is. Director Hugen replied that it is 15-20 years.

Commissioner Evans asked what a “make-up” unit is. Director Hugen said these are the two units that strictly provide heat – it is not a combined unit. The condensers provide the air conditioning. There are four total units.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the bid to Core Mechanical for \$36,975 plus a contingency of \$5,000 for a grand total of \$41,975. The motion carried by voice vote.

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

Director Hugen highlighted the following:

- We received permits from the Village of Hoffman Estates and have installed the water line to the new bathroom at TopTracer. We are waiting for the MWRD permit to start the sanitary line.
- Director Hugen shared a photo of a young girl and her dad planting a tree at the Arbor Day event at Birch Park.
- NWSRA received a \$4,000 grant from Home Depot for landscaping around the house. Plants have been picked up and will be installed the week of May 23. The elevator should go in next week, after internet is installed in the house on May 18.
- The Seascape renovations are going well. All painting is complete. Leak detection is planned for May 16 and 17. \$25,000 worth of sod was installed last week. All other work is wrapping up.

Dr. Steinberg asked what the concrete project was at South Ridge. Director Hugen responded that crews were installing a 20-foot bench in front of the island area, as many people were trying to sit in that particular area. The crew also extended the bike racks, and had to pour additional concrete to do so.

Comm Rep Poeschel asked what a “seed bomb” is. Director Hugen explained that seeds are collected every fall. They are dried at the maintenance building, and then in the spring get mixed with clay and soil. Staff and volunteers throw these into the shorelines for future growth.

Comm Rep Poeschel asked Director Hugen to explain “volunteer flowers”. He responded that six parks are adopted by volunteers who take care of the landscaping around the park sign. The volunteers can request a certain type of flower. These were all purchased and dropped off with the residents so they can plan around the signs.

Chairman McGinn asked how the community gardens are doing. Director Hugen said that the sign-ups were last week and all plots are sold.

Comm Rep Evans made a motion, seconded by Comm Rep Bettencourt 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 Sernett: Happy to see that staff is working on the plants. Great job Director Hugen.

Commissioner Evans: This is a busy season! Son lives in Hoffman Estates and likes to play disc golf. He saw the large sign advertising the upcoming tournament at Black Bear, so well done with the advertising!

Comm Rep Evans: Upcoming event: The SRT Golf Outing. We are in need of golfers, volunteers, donations, hole sponsors.

Community Rep Poeschel: She was at Kids to Parks Day – very well done!

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 Bettencourt to adjourn the meeting at 7:27 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant