



1685 West Higgins Road, Hoffman Estates, Illinois 60169
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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, SEPTEMBER 13, 2022
7:00 P.M.

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - August 16, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Pine Park OSLAD Grant / M22-083
 - B. Vehicle Purchase / M22-084
 - C. Parks, Planning & Maintenance Board Report / M22-082
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.



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**MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
August 16, 2022**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on July 16, 2022 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kaplan, Comm Reps Evans, Macdonald, Poeschel (phone), Sernett, and Utas

Absent: Chairman Chhatwani

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

Audience: Commissioners Dressler and McGinn; Comm Reps Henderson and MacGregor

2. Approval of Agenda:

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

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Parks, Planning and Maintenance Board Report / M22-075

Director Hugen highlighted the following from the memo:

- The tennis courts scheduled to be resurfaced this year have been completed except Cannon and Victoria.
- We have been awarded an OSLAD grant for Beacon Pointe. We are hoping to go to bid for Phase 1 soon, for the asphalt/concrete path connecting to the existing path.
- The playground renovations have been delayed due to getting the equipment. The Hoffman Park equipment has arrived; the contractor will begin this week and complete the installation within 3 to 4 weeks. Poplar Park is targeted for completion on September 9 barring any bad weather. The contractor had pulled staff to another site, and weather has contributed to the delay of this installation.

Comm Rep Sernett made a motion, seconded by Comm Rep Macdonald to forward the Parks, Planning and Maintenance board report to be included in this month's Executive Director's Report. The motion carried by voice vote.

B. Shoe Factory Road Land Acquisition / M22-076

Executive Director Talsma stated the following:

- Cook County would like to expand (widen) Essex Road. The County has asked us for an easement, and this would have very little impact on us
- The total acreage is .002 acres. The area does not impact any of our park land.
- The original offer was \$1,000, but we asked for \$3,000 to cover all legal fees; this was accepted.

Commissioner Dressler asked why the smaller piece of land is more expensive. Executive Director Talsma explained that they are purchasing the smaller piece. The other one is a temporary easement.

Comm Rep Evans made a motion, seconded by Comm Rep Sernett, to recommend to the full board the sale of land and temporary easement to Cook County pending the finalization of documents from our attorney. The motion carried by voice vote.

C. Virtual Park Tour

Director Hugen highlighted the following regarding the parks shown in the video:

- The South Ridge shorelines are still green but will grow into a variety of plants with color. We are controlling the flowering of the plants. Westbury Park was shown as an example of a fully grown shoreline.
- Beacon Pointe is the park for which we just received an OSLAD grant. This park is on the west side of town near the fire department, east of Beverly Road. The detention area is not buildable. A sidewalk will go in, attaching to the sidewalk that runs between two houses in the neighborhood. This park will not have a parking lot (it is a neighborhood park). It will include a playground and a shelter. The soil material removed for the playground and the sidewalks will be used to build a berm to block off the fire department. The berm will be at least four feet high, meeting requirements. Village engineers approved this prior to submitting the OSLAD application.

Comm Rep Sernett asked if we received feedback from the residents. Director Hugen said that yes, there was a public meeting, and all residents, with the exception of one, were in support of the park.

- Hoffman Park: this playground is being replaced. There was no equipment there at the time the footage was taken. All mulch was taken to Triphahn Center for the community to use. The playground will include a 5-12 area as well as a 2-5 area. Both all-inclusive swings and regular swings will be available. The surface will be engineered wood fiber. We are looking at installing turf under the inclusive swing. The park will have a brand new drainage system that will connect to the village sewer system.
- Poplar Park near John Muir School had a tight timeframe, as we partnered with the school district and they were hoping to have the playground complete by the time school began. This will be the park district's all-inclusive playground. The school district has moved its special needs programs to John Muir School. All ramps will lead to a feature, both for well-bodied children and individuals with disabilities. The merry-go-round will be built into the ground so you can wheel right into it. The only portion of the playground not fully inclusive is the 2-5 year area. This surface will remain mulch. The school will not have this age group. The basketball courts have been redone with new hoops, and landscaping has been redone around the courts to avoid dirt run-off onto the courts.
- South Ridge: at this park we repainted the splash pad with paint that hasn't faded. A concrete pad and bench were added, as well as additional bike racks. The turf is holding up well under the playground. Tennis courts were resurfaced, lined with two tennis courts and four pickleball courts. Residents must bring their own pickleball nets. Gametime is in the process of completely redesigning the cable system for the zipline.
- Black Bear Park was featured since we talk about it often due to the disc golf course. The fairways are mulch made from wood chips from our own trimming throughout the District. We opened up some areas along the fairways, and around each cage. Black Bear Park also has a nature walking trail through the wetland, including signage to show what the plants are. Black Bear is out near Essex Road and Shoe Factory Road.

- At Fabbrini Park, the Oakdale tot lot will be replaced in the next year or two with another tot lot. Director Hugen showed the pickleball courts and pointed out the cracks, stating that this will happen every year in the Midwest. The cracks are filled each year, and the courts at Fabbrini are scheduled to be resurfaced next year. The youth fitness court, located west of the pickleball courts and in the outfield of one of the baseball fields, will be removed and not replaced.

Commissioner Kaplan asked if we could add another rebound wall at the tennis/pickleball courts. Director Hugen said that if we replace the fence, than yes, we can do this.

- Pine Park is the site of our next OSLAD grant application. This park currently only has one small playground, which is adjacent to a school that is going to referendum to convert to a middle school. Whether or not the referendum passes, the playground needs to be replaced. The playground would be moved and increase in size to include both a 5-12 area and a 2-5 area. The volleyball court would be moved and converted from sand to a different, accessible surface. We would also convert the current in-line skating rink to five pickleball courts. Six light poles already exist and would remain in place, but lights replaced with LED lights. The courts would be milled and repaved, and be fully fenced with windscreens. We will hold a public meeting at Pine Park on August 30. There is currently one shelter, but if we put in five pickleball courts, we will add to more shelters along a walking path outside the courts. The current sled hill would be brought back to its original look, cutting back the natural growth, and the soccer field would be regraded to increase the size for multiple age groups. The path all the way around the park would be milled and repaved to 8 feet wide. The application for this grant is due September 30. We are hoping for the full \$400,000 for this project (we would need to match that amount).

Commissioner Kaplan asked if there are other water fountains with dog fountains. Director Hugen said any time we redo a park, these will be installed. We currently have them at Southbury, Westbury, South Ridge, Princeton and Community parks.

Commissioner Kaplan also stated that the horseshoe pits at Field Park are not in great shape, and suggested we maintain them or get rid of them. Director Hugen proposed we remove one of them.

7. **Committee Member Comments:**

Comm Rep Poeschel said there have been many accomplishments this month. Good work to staff, and thank you to Director Hugen for his melodic tone during the park tour.

Comm Rep Sernett said great job; she is impressed by all of the work completed and what is to come.

Comm Rep Macdonald said great job on the video. His family went to TopTracer last Friday; it is in great shape and they had a fun two hours.

Comm Rep Evans enjoyed the tour; good job to staff.

Commissioner Kaplan said good job on the park tour; it is nice to see other parks in the community.

8. Adjournment:

Comm Rep Macdonald made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 7:44 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

Memorandum No. M22-083

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Pine Park (OSLAD Grant)
DATE: 9/13/2022

Background:

IDNR released an Open Space Land Acquisition and Development Grant for fiscal year 2023 with a timetable of August 1, 2022 to September 30, 2022.

Pine Park is a park that is located on the north side of Hoffman Estates next to Thomas Jefferson School. The park address is 750 Charleston Lane. Pine Park was the site of an OSLAD project dating back to 2001.

Rationale:

Staff is proposing an OSLAD grant application for this project as we feel this is a perfect opportunity to re-develop the open space at Pine Park, including the addition of a full playground (currently just a 2-5 playground), conversion of the inline hockey rink to pickleball courts, regrading for enough space for two soccer fields and a baseball/softball field, new walking/biking paths and a renovated sled hill with nature walking trails throughout the sled hill.

Staff mailed 112 invites to homes within 500 feet of Pine Park for a public information meeting. We also put up the public information meeting sign at the proposed location on August 16, 2022.

Per District procedures, the public meeting was held August 30, 2022 at 5:30 p.m. We had 15 households present at the meeting. The residents in attendance were presented a conceptual design and had the opportunity to talk about what kind of amenities they would like to see at Pine Park.

Following the public meeting, a committee of staff members developed a park concept and layout based on the amount of land, budgets, staff and resident input. Attached to the memo is the conceptual layout of the park that was presented to the residents. There will be some minor changes to this drawing (removal of sand volleyball for playground and fitness, and no path to two of the three shelters) that will be presented to the full board on September 27, 2022. The final drawing will be drawn by WT Group. The total budget number for the park development would be \$650,000 (chart below) with the OSLAD Grant representing \$325,000 of the total.

Description	Cost
Pickle Ball Construction	\$ 125,000.00
Demolition / Grading	\$ 110,000.00
Pathway Install	\$ 70,000.00
Open Air Shelters	\$ 30,000.00
Playground	\$ 240,000.00
Park Landscaping/Grass Plan	\$ 65,000.00
Accessories	\$ 10,000.00
Total	\$ 650,000.00

If the Park District is not awarded an OSLAD grant for Pine Park, a new plan for the park would be developed based on the \$325,000 budget.

Recommendation:

Staff recommends the Buildings and Grounds Committee recommend the full Board to approve applying for the OSLAD grant application for Pine Park based on the budget of \$650,000 and the park layout.

Untitled Map

Write a description for your map.

Legend

- Circle Measure
- Feature 1
- Mold Inspect Pros
- Path
- Path Measure
- Path Measure
- Pine Park
- Polygon Measure
- Polygon Measure
- Polygon Measure
- Polygon Measure
- Polygon Measure
- Thomas Jefferson Elementary School



Full Playground

Multi Sport Field

Synthetic Volleyball Court

5 Pickle Ball Courts

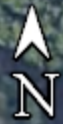
Pine Park
Pine Park

Natural Area/Sled Hill

Path With 3 Shade Structures

Existing Path to be Replaced

Charleston Ln



MEMORANDUM M22-084

TO: Building and Grounds Committee
FROM: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: 2023 Park District Vehicle Purchase
DATE: 9/13/2022

Background:

The 2022 capital budget had the replacement of a 2002 Dodge Ram 1500 Van with 122,000 miles on it.

Rationale:

Staff researched the Illinois State Contract Purchasing Program, Suburban Purchasing Cooperative and Sourcewell Cooperative Purchasing Program. At this time, Sourcewell Cooperative Purchasing Program was the only provider able to allow us to place an order and provide a timeframe for delivery of the vehicle. Through Sourcewell, the purchase would be from National Auto Fleet Group and delivery would be 24-26 weeks after ordering.

The replacement for the Park's 2002 Dodge Ram 1500 Van is a 2023 Ford Transit Cargo Van T-250. These vans are used by the Building Technicians as they provide ample space for shelving and can carry complete tool sets. Through Sourcewell Contract 091521-NAF, the total purchase price is \$47,640.94. The 2023 capital budget is set at \$50,000. Costs associated with the vehicle outside of the purchase price would be interior shelving, generator pack and flooring.

In order to secure the vehicle now we must produce a purchase order for the vehicle to be ordered, which is why we are doing this now but it will go toward the 2023 capital budget.

Staff Recommendation:

Staff recommends that the B&G committee approve to the full board the purchase of the 2023 Ford Transit Cargo Van T-250 for a total price of \$47,640.94 from National Auto Fleet Group using Sourcewell Contract 091521-NAF.

Memorandum M22-082

To: B&G Committee
From: Craig Talsma, Executive Director
Dustin Hugen, Director of Parks, Planning & Maintenance
RE: Parks, Planning & Maintenance September Board Report
Date: 9/13/2022

ADMINISTRATION

Cannon and Victoria Parks tennis and basketball courts were the last courts resurfaced and turned out great. Staff was very pleased with the work of Sport Surfaces Pros. In October staff will be putting out bids for next year's outdoor courts.

Kyle Wozny, the district GIS & Park Administrator is no longer with the district as Kyle has accepted the position of Senior Analyst with Walgreens. Staff has scheduled interviews the week of September 6 for his replacement.

Parking lot repairs are scheduled to be completed at the following sites on the following dates barring any weather delays:

- The Club and WRC – Half the parking lots finished on 9/12/2022
- The Club and WRC – Second half of the parking lots finished on 9/14/2022
- Victoria Park, Huntington Park and Bridges Driving Range on 9/21/22

Rink two at Triphahn Center went through its thaw out period and staff completed its first ever complete rebuilding of the rink. The process is long and takes many consistent hours of labor as the painting is completed in layers, logos are painted by hand and ice is a flooding process of water layers that takes roughly two hours per layer.



Staff held a public meeting at Pine Park to discuss the conceptual plan for an upcoming OSLAD grant for the park. The meeting was held on August 30 at 5:30 p.m. and was attended by 18 residents. The residents in attendance provided great input into what the park is used for the most and suggestion on what they would like to see in the park. Suggestions of residents are going into the final design that will be submitted for the OSLAD Grant, which is due Friday September 30.

PARK / PLAYGROUND RENOVATIONS

All the equipment has been installed at Poplar Park. While the installation of equipment was taking place in-house, staff completed the drainage installation so that as soon as the equipment was in, the fall surface installation could begin. The fall surface installation began on August 30 and is expected to be completed the week of September 5. While fall surface installation is being completed, in-house staff painted the 2-5 structure and toddler swings base to match the new playground. Staff also installed the engineered wood fibers in the 2-5 playground area. Once all construction is finished, in-house staff will complete the landscaping around the playground.

Hoffman Park playground equipment has all been installed. Staff plans to install the engineered wood fibers on September 7, weather depending. Staff is currently working on a turf entrance into the 5-12 structure.



Huntington Park playground equipment has been moved back to October 28 due to production issues. With the arrival of the playground this late in the year we will have to make the decision in early October if we plan to try to complete the install or if this is pushed into 2023.

PARKS DEPARTMENT

- All ponds treated for algae growth.
- All sign beds weeded and trimmed.
- Inspections and repairs to district fleet, mowers and equipment.
- Added drainage to Birch Park to mitigate standing water along paths and in the field.
- Pruned path entrances into Charlemagne from the resident side of the park.
- Removed dead limbs from pines and raised tree limbs for mower access in multiple parks.
- Tree work at Victoria, Field, Vogeley and Chestnut Parks.
- Athletic field layouts for fall sports.
- Train BPC staff on use of hydro seeder while hydro seeding areas around Top Tracer.
- Cleaned storm damage following heavy rains and high wind events across numerous parks.
- Built new safety fences at Top Tracer.
- Installed four new back boards and rims at Poplar Park.
- Installed mulch at Black Bear Playground.

- Removed a 6 x 6 foot area of tile on the pool deck at The Club. Ground area down and leveled to install new tile and grout.
- Ceiling repairs and paint at BPC.
- Removed graffiti from Fabbrini bathrooms, Maple, Colony, Fairview and Birch playgrounds.
- Replaced engineered wood fibers at Birch, Cipri, Lincoln and Oakdale playgrounds due to storm water washing the fibers.
- Change out the batteries in the play panels at Victoria, Cannon, Sheffield, Birch and Bergman Parks.
- Installed new park rules sign at Evergreen Park.
- Playground checks and cleanups.
- Installed new ADA shower bench in The Club's community women's locker room.
- Installed air conditioner into the Beer Garden Bar.
- Drained and cleaned the pools at The Club. While pools were empty staff completed acid washing and buffing stainless steel, repaired crack in diamond bright surface in the activity pool deep end, repaired surge pit ejector valves, replaced broken step on activity pool ladder, broke down chlorinators for all three pools and acid washed all parts, replaced feed tube for stenner acid pump on activity pool, chemical washed filters and manually washed fingers through access port with hose and hand and swept and power washed surge tanks.
- Installed two new condensing fans for the activity pool ceresco unit.
- Broke down lap pool condensing unit side of the ceresco to wash coils.
- Installed two new circuits to the Beer Garden Bar for the coolers.
- Installed two new fans in Beer Garden Bar.
- Electrical box replaced at Seascape via Pinnacle Electric.
- Replaced blower fan on RTU 6 at TC.
- Installed new air compressor for pool defender filters at The Club pool defender filters.
- Vehicle checks and repairs.
- Mower and parks equipment checks and repairs.

RECOMMENDATION

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