

MINUTES
BUILDINGS & GROUNDS COMMITTEE MEETING
March 21, 2023

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on March 21, 2023 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Comm Reps Evans, Macdonald, Poeschel, Sernett and Utas, Chairman Chhatwani; Student Liaison Sabesan

Absent: Commissioner Kaplan, Student Liaison Sabesan

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Recreation Kapusinski, Director of Finance & IT Hopkins, Executive Assistant Flynn, Superintendent of IT John Agudelo, IT Specialist Kevin Hassler

Audience: President Kinnane, Commissioners Evans, Dressler, Friedman and McGinn; Comm Reps Henderson, Beranek, Bettencourt and MacGregor, Karrie Miletic

2. Approval of Agenda:

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

3. Approval of the Minutes:

Commissioner Macdonald made a motion, seconded by Comm Rep Sernett to approve the minutes of the February 21, 2023 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. **New Business:**

A. Purchase and Install Fence at Fabbrini / M23-027

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend to the full board the purchase and installation of a 10-foot fence at Fabbrini Park pickleball and tennis court from Action Fence Contractors, Inc. for \$54,571.00 with a 15% contingency of \$8,185 for a total cost of \$62,756.00.

Director Huguen stated that we received five bids for this project, which will involve removing the existing fence which has fallen over twice due to the pickleball windscreens on the tennis fence. All fence posts corners and gates will be in four-foot footings. We put the bid out at 8 feet with the option to do a 10-foot fence depending on the cost (replacing a 10-foot fence). The windscreen will be six feet with two feet at the top and bottom exposed.

Comm Rep Macdonald asked what the difference will be in the fence itself from the current fence. Director Huguen said it is a different gauge steel.

Commissioner Dressler asked if the 15% contingency was typical. Director Huguen said the contingency amount is set per project. This one is higher due to the unknown water table beneath the current fence and the four-foot footings that will be used.

Commissioner McGinn asked if this would take care of the drop off at the edge of the asphalt. Director Huguen said the fence would now be in front of the edge, so the drop off will no longer come into play.

The motion carried by voice vote.

B. Purchase and Install 3-Ton RTU at The Club / M23-028

Comm Rep Macdonald made a motion, seconded by Comm Rep Evans to recommend the full board approve the purchase and installation of a 30-ton roof top unit at The Club from Cahill Heating & Air Conditioning Services, Inc. for \$77,400.00 with at 10% contingency of \$7,700 for a total of \$85,100.

Director Huguen noted that we received seven bids for this project, which includes the removal of the old unit and installation of the new unit, both via a crane. The budgeted numbers were based on numbers from fall 2022, but the cost of metal, steel and refrigerant have all increased. The current unit provides heat and air conditioning for the new area of The Club, and is 22 years old, reaching its life expectancy.

Comm Rep Sernett asked what the mobilization cost is for. Director Huguen responded that this is the cost of the crane.

Comm Rep Macdonald asked if 30 tons is sufficient for the number of people that are in this area. Director Huguen stated that it is.

Commissioner McGinn asked what the status is of other RTUs at The Club. Director Hugen said they are all in GIS, and there are not any others scheduled for this year. This is one of the largest units.

Commissioner Dressler asked where funds come from when we are over budget. Executive Director Talsma said they it will come from the capital fund. He added that we also have a contingency fund, but that is usually more operational. The two projects being approved today will offset each other, as one was under budget.

The motion carried by voice vote.

C. Parks, Planning & Maintenance Board Report / M23-029

Comm Rep Utas made a motion, seconded by Comm Rep Sernett to include the Parks, Planning & Maintenance March Board Report in the March Executive Director's Report.

Director Hugen stated that the Parks Department has hired a new part-time administrative assistant, Joanne Douglas.

Executive Director Talsma explained that for the first time in five years, we did not receive the OSLAD grant that we had applied for to renovate Pine Park, most likely due to the removal and addition of amenities that balanced each other out and did not earn points. He added that Director Hugen is now working with the adjacent school, which is being renovated from an elementary school to a junior high school, to determine where the school district and park district can work together to save on costs for each renovation project. The park will still include the pickleball courts; a modified renovation plan is forthcoming.

Commissioner Evans asked about the fencing around the pickleball courts at Pine Park. Director Hugen said the fence will be brand new, and identical to the one going in at Fabbrini.

Comm Rep Utas asked if it is possible to add a track around the soccer field. Director Hugen said the school already has a track in their plans on the other side of the school.

Commissioner McGinn asked if the controlled burns were contracted out. Director Hugen said we do these in-house. Victoria Park is the only one we contract out because of its size and proximity to houses.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Evans reminded everyone that the SRT Golf Outing is Wednesday, June 7, and asked all to put together a foursome or volunteer.

8. **Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Utas to adjourn the meeting at 7:17 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant