

**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, MARCH 19, 2024**  
**7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA  
*Motion to approve the agenda as presented.*
3. APPROVAL OF COMMITTEE MINUTES
  - February 20, 2024  
*Motion to approve the minutes of the February 20, 2024 meeting as presented.*
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. District Vehicle Purchase / M24-021  
*Motion to recommend to the full board the purchase of a Ford F-350 Dump Truck for \$68,895 and a Ford F-250 for \$44,931 for a grand total of \$109,826 from Landmark Ford, Inc.*
  - B. BPC Electric Greens Mowers / M24-022  
*Motion to recommend to the full board to approve the purchase of two Greensmaster eTriflex 3370 mowers from Reinders for a total of \$159,283.02.*
  - C. Pine Park Playground Installation / M24-023  
*Motion to recommend to the full board the approval of the Pine Park Playground Installation by Paul Herrera Construction for a total of \$50,800 with a 10% contingency of \$5,080 for a total of \$55,880.*
  - D. Parks, Planning & Maintenance Board Report / M24-012  
*Motion to recommend to the full board to include the Parks, Planning & Maintenance February Board Report in the February Executive Director's Report.*
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT  
*Motion to adjourn the meeting.*

**MINUTES**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**February 20, 2024**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on February 20, 2024 at 7:00 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: President Chhatwani, Commissioner MacGregor, Comm Reps Poeschel and Sernett, Student Rep Sebasan

Absent: Chairman Kaplan, Comm Reps Macdonald and Utas

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Golf & Facilities Bechtold, Director of Recreation Miletic, Superintendent of Business Peddinghaus, Executive Assistant Flynn, IT Specialist Hassler

Audience: Commissioners Dressler, Evans, McGinn, and Friedman; Comm Reps Beranek, Henderson and Pilafas

**2. Approval of Agenda:**

Comm Rep Sernett made a motion, seconded by President Chhatwani 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 Sernett to approve the minutes of the January 16, 2024 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

**A. Purchase of Pine Park Playground Equipment / M24-013**

President Chhatwani made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the purchase of the Pine Park Playground Equipment from Cunningham Recreation (GameTime) for a total of \$97,903.56.

Director Hugen highlighted the following regarding this project:

- At Pine Park, the current playground is part of Thomas Jefferson Elementary School, which is becoming a middle school. In June, they will demolish the playground.
- Phase Two of this project involves replacing the 2-5 playground that staff can do in-house. Also, we will be building the 5-12 playground to replace the playground being demolished by the school.
- Director Hugen noted that playground manufacturers do not create playgrounds geared toward ages 13+, but they are still able to use them. The companies recommend and advertise toward certain age groups. He added that older children like to have places to climb as high as possible, so that is our focus in this 5-12 playground choice.

The motion carried by voice vote.

**B. Tiny Mobile Robot Purchase / M24-014**

President Chhatwani made a motion, seconded by Comm Rep Sernett to recommend to the full board the approval of the purchase of Tiny Line Marker Pro X Mobile Robot from Tiny Mobile Robots for a total of \$29,250 along with the Technology Annual Fee use agreement that covers the first six years for \$10,740.

Executive Director Talsma said that we had received a question regarding the ROI on this purchase. Director Hugen explained that this unit will replace two of our ride-on paint sprayers. This purchase is timed with our typical routine placement of equipment, but we are going with an electric autonomous sprayer. The task of lining a football field normally takes two staff between four and five hours to complete. This will take 30-45 minutes and one staff. The ROI is a savings of about \$10,000 in labor that we can use elsewhere.

Commissioner Evans asked if anyone has used this in an actual, practical sense. Director Hugen said that this exact unit painted a football field at Sycamore Park last fall in 35 minutes (as a demonstration when deciding between units).

Commissioner Friedman said he has talked to people in other districts who use this, and they say it is incredible.

Comm Rep Pilafas asked if this uses the same geotechnology as the mower. Director Hugen said this one uses a cloud-based system and Google Earth, where you pull up the field on the map and set a center point for the machine to work from.

Comm Rep Henderson wanted to confirm that no jobs would be lost due to this. Director Huguen said no, staff's time can be used elsewhere.

The motion carried by voice vote.

C. Parks, Planning & Maintenance Board Report / M24-012

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

Director Huguen said congratulations to the District on being awarded the \$600,000 OSLAD Grant for Vogeley Park.

Commissioner Friedman asked about the graffiti mentioned in the report. Director Huguen said there is typically graffiti in one or two parks each month, and about twelve different parks that are involved over the course of a year. Staff has a portable power washer and five-gallon buckets of graffiti remover that works well, and the graffiti is typically removed within 24 hours. The wash works quickly, but it is time consuming to travel to the parks with the machine.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Poeschel said congratulations on the grant.

Comm Rep Sernett said congratulations on the grant; she has been walking at Fabbrini and appreciates that it is clean, there are nice people, and she is happy with the way the parks are maintained.

Student Rep Sebasan asked if there is a way to stop the graffiti. Executive Director Talsma said we are looking into cameras, but this is a big cost and may not be covered by our insurance company. He added that we could promote it to neighborhoods as a "watch" program.

Student Rep Sebasan also asked if there is further information about the potential part at Moon Lake. Executive Director Talsma said we are looking into additional grant money for this potential project near Seascape.

Commissioner MacGregor said congratulations on the Vogeley grant, and to Executive Director Talsma for the Honored Professional Award.

8. **Adjournment:**

Comm Rep Sernett made a motion, seconded by President Chhatwani to adjourn the meeting at 7:18 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

## MEMORANDUM M24-021

**TO:** Building and Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** 2024 Park District Vehicle Purchases  
**DATE:** 3/19/2024

---

### **Motion:**

Recommend to the full board the purchase of a Ford F-350 Dump Truck for \$68,895 and a Ford F-250 for \$44,931 for a grand total of \$109,826 from Landmark Ford Inc.

### **Background:**

As part of the 2024 budget, the board has approved \$45,000 for the purchase of the Ford F-250 and \$65,000 for the purchase of the Ford F-350 Dump Truck.

Staff researched the Illinois State Contract Purchasing Program, Northwest Municipal Cooperative Program and Sourcewell Purchasing and found suitable replacements with the best value using the Illinois State Contract Purchasing Program. The two vehicles will be purchased from Landmark Ford Inc, through Illinois State Contract #B-23568.

### **Rationale:**

The Ford F-250 will be used by our athletic field crew and the vehicle will be replacing a 1999 Dodge Dakota that has 155,000 miles on it.

The Ford F-350 will be used by the horticulture crew as a truck that carries the chipper box and chipper. The F-350 is replacing a 2003 Chevy Silverado with 142,000 miles that has a rear engine oil leak and a transmission that is in need of repair.

Both existing vehicles will be sold as surplus. When vehicles are sold as surplus, they are placed on govdeals.com and sold as an auction.

## MEMORANDUM M24-022

**TO:** Building and Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** BPC Electric Greens Mowers  
**DATE:** 3/19/2024

---

### **Motion:**

Recommend to the full board to approve the purchase of two Greensmaster eTriflex 3370 mowers from Reinders for a total of \$159,283.02.

### **Background:**

As part of the 2024 budget, the board has approved \$170,000 for the purchase of Two Toro Greensmaster eTriflex 3370 mowers. The purchase of the mowers is through Sourcewell Cooperative Purchasing using contract #031121-TTC.

These new greens mowers will be fully electric units, replacing the current greens mowers which are gas units with hydraulic components.

### **Rationale:**

At Bridges of Poplar Creek, the mowers for the greens, tees and approaches are all triplex reel unit mowers. To maximize the life cycle of the units, we typically will only replace the greens mowers. In turn, the current greens mowers become tee mowers and the tee mowers become approach mowers. The oldest units that we own are sold as surplus items.

The new greens mowers will be replacing a 1994 Jacobsen Greens King 4 and a 2003 Toro 3150 Triplex Mower.

## MEMORANDUM NO. M24-023

**TO:** Building and Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Pine Park Playground Installation  
**DATE:** 3/19/2024

---

### **Motion:**

Recommend to the full board the approval of the Pine Park Playground Equipment Installation by Paul Herrera Construction for a total of \$50,800 with a 10% contingency of \$5,080 for a total of \$55,880.

### **Background:**

The board has approved the Pine Park Playground project for 2024 with a total budget of \$200,000. The breakdown of this budget is listed below, separated by capital funds and ADA funds. Red numbers have already been spent or are part of this memo and black numbers are current estimates.

2024 Budget	\$ 170,000.00	\$ 30,000.00
Gametime Playground	\$ 78,322.84	\$ 19,580.72
Burke 2-5 Structure	\$ 11,960.00	\$ 2,990.00
5-12 Install & Drainage	\$ 55,880.00	
2-5 Install (in house)	\$ 5,000.00	
Ammenites/Ramps	\$ 8,500.00	\$ 6,500.00
Restoration	\$ 10,000.00	
Current Totals	\$ 169,662.84	\$ 29,070.72

Pine Park has only ever had a 2–5-year-old playground on park district property. The 2–5-year-old playground will be replaced in-house by HEPD staff. The new playground being installed on the park district property is the playground that was approved last month to Gametime. The current plan is to install the playground around the same time that the school is removing the playground from their property.

### **Rationale:**

We received six bids for the installation of Pine Park Playground. The lowest qualified bidder is Paul Herrera Construction Company. We have completed many projects over the past five years with Paul Herrera Construction Company, including the concrete perimeter for the playground and shelter construction at Pine Park, as well as the patio construction and concrete at Toptracer. All projects that they have completed with us have been finished on time with quality work.



Scope of Work	Hacienda Landscaping, Inc.	George's Landscaping, Inc.	The Kenneth Company	Paul Herrera Construction Co.	Innovation Landscape, Inc.	D&J Landscape, Inc.
Bid Bond	X	X	X	X	X	X
Install Playground, see playground drawings for layout.	44,500.00	36,000.00	41,120.00	37,100.00	53,504.10	38,180.00
Install 4-inch perforated drain tile with pea gravel backfill, see playground drawings for layout.	10,000.00	10,750.00	6,840.00	10,885.00	17,000.00	8,900.00
Install fabric liner over the entire playground. The owner will install engineered wood fibers after the liner has been installed.	3,000.00	2,200.00	3,080.00	2,210.00	2,200.00	3,785.00
Install one ADA entrance ramp into the playground, tied into existing curb and walk. See ADA ramp detail for layout.	1,200.00	2,650.00	1,480.00	605.00	3,800.00	2,350.00
<b>Bid Total</b>	<b>\$58,700.00</b>	<b>\$51,600.00</b>	<b>\$52,520.00</b>	<b>\$50,800.00</b>	<b>\$76,504.10</b>	<b>\$53,215.00</b>

## Memorandum M24-024

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks, Planning & Maintenance  
**RE:** Parks, Planning & Maintenance – March Board Report  
**Date:** 3/19/2024

---

### MOTION

Motion to recommend to the full board to include the Parks, Planning & Maintenance March Board Report in the March Executive Directors Report.

### ADMINISTRATION & CAPITAL PROJECTS

#### Willow Recreation Center

New carpet was installed upstairs at Willow Recreation Center. The new carpet looks great. HEParks staff and Scharm Flooring completed the project.

#### Capital Projects

The following capital projects are in the planning stages and/or have construction dates that are currently being set.

- Willow Recreation Skylights – Windows and Skylights are currently in production, and we are in a waiting pattern for delivery and installation dates.
- Pine Park Pickleball Courts – Net poles have been set in concrete and amenities are being placed. Courts are planned to open by April 15, 2024.
- Pine Park Sled Hill and Trails – Trails are planned to open by June 1, 2024. All trails and sled/running hill need to be overseeded and grown in prior to opening.
- Indoor court repairs. Dates have been set for this project and are listed, WRC: 7/15 to 7/21; TC: 7/22 to 8/11; and The Club: 8/12 to 9/6. These dates are planned but are subject to change during construction if necessary.
- Asphalt Repairs – contract awarded and working on dates for all lots and paths.
- Vogeley Park OSLAD Grant – working with Erricksson Engineering on engineering and construction plans proposal.
- Sycamore Park – Working with the school district and Ericksson Engineering. Timing is based on the school district obtaining proper permits.
- Tiny Mobile Robot – The line painter is in our shop and we are scheduling the training with the vendor.
- Autonomous Mower – first test run was completed successfully. Training will take place the second week of April with the vendor spending 40 hours with staff.
- Pine Park Playground has been ordered and the installation contractor has been recommended. Playground project is scheduled to be finished by the time school starts for the 2024/2025 school year.
- Outdoor Sport Court surfaces are currently scheduled for late May/early June.
- Electric Greens Mowers at the golf course have been recommended for purchase.
- Park District fleet vehicles have been recommended for purchase.
- New controllers for all irrigated sports fields have been ordered. The new controls are from Smart Rain and will allow staff to control the irrigation from remote locations, water off ET (evapotranspiration) rates and predictive weather data, and use of rain sensors and soil moisture sensors. The plan is to have these units installed by May 13, 2024.
- RTU #3 (new fitness area) at The Club was replaced by Cahill Heating.

## **AQUATICS AND BUILDINGS**

### ***Triphahn Center:***

- Installed a new inducer on RTU10 in the lower-level common area.
- Insurance audit was conducted for the ice rink.
- Installed iPad mounts and ran power wires at front counter reception area.

### ***Vogelei:***

- Installed new flame roll out sensor for heating system at the barn; unit running successfully.

### ***Bridges of Poplar Creek:***

- Installed electrical outlet and light in the new Assistant Superintendent's office at the Maintenance Shop.
- Four new lights were installed in Supervisors office.

### ***The Club at Prairie Stone:***

- Replaced check valves on Accutab chlorinators for pools.
- Installed new sight levels on Accutab system.

### ***Maintenance Shop:***

- Worked on wash bay reznor unit and replaced bad inducer motor. Unit was not getting gas, so new gas valve was ordered/installed.
- Bathroom floors were painted and clear coat was applied.

### ***Seascape:***

- Screen repairs were completed in cashier's room; however some missing custom parts are needed.

## **PARKS**

### ***Parks & Forestry:***

- Started installation of RPZ's and water meters in outdoor restrooms.
- Park ID signs have been painted and installation of signs started at several parks.
- Shoreline cleanup completed at various parks and prescribed burns done at several locations on the North side.
- North shop bathroom at South Ridge Park had trim installed and painted. Bathroom and mechanical room floors were epoxy painted. Doors were painted and rehung.
- Conducted ice depth checks at various parks.
- Completed landscape maintenance and winterized landscape beds at several parks and buildings.
- Trees were checked for damage following the storm/tornado on 2/27. Tree limb removal and clean up have been ongoing at the parks and residential properties.
- Removed south wall fence at Charlemagne caused by storm damage.
- Several sign repairs were needed to park ID signs and stop sign at TC caused by storm damage.

### ***Playgrounds:***

- Conducted routine playground inspections, clean up and trash removal.
- Playgrounds checked for storm damage – replaced bleachers at Huntington small baseball field.
- Replaced swing at Evergreen Park and installed new climbers at Victoria Park. Repairs were made at Poplar Playground.

### ***The Club at Prairie Stone***

- Assisted with moving and rearranging gym equipment – weight machines, cardio equipment, and treadmills.

***Bridges of Poplar Creek:***

- Installation of new office is complete – finished the walls with sanded plywood, trimmed out doorway and base trim installed. Large shelving unit was removed.
- Delivery of 260 tons of rip rap rock to Bridges parking lot for use at the golf course and Vogelei.
- Rock moved to shoreline of hole #11 to reinforce the shore from eroding any further. Dirt was brought in for leveling and turf repaired.
- Ground markers were sanded and painted for the golf course, and golf course stakes are being painted.
- Repaired screen at halfway house and adjusted to close properly.
- Golf course maintenance was done to prepare for opening.
- Painted parking spaces at the golf course.

***Willow Rec Center:***

- Moved desks and office furniture to prepare for carpet installation; all offices moved back to old locations and hooked up computer and phone lines.