

**AGENDA**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**TUESDAY, FEBRUARY 17, 2026**  
**7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA  
*Motion to approve the agenda as presented.*
3. APPROVAL OF COMMITTEE MINUTES
  - JANUARY 20, 2026  
*Motion to approve the minutes of the January 20, 2026 meeting as presented.*
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Furnish and Install Vinyl Flooring at Triphahn Center / M26-018  
*Motion to recommend to the full board the approval of the purchase and installation of flooring for Triphahn Center from Scharm Floor Covering for \$75,795 with a 5% contingency for a total of \$79,584.75.*
  - B. Parks, Planning & Maintenance Board Report / M26-017  
*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**  
**January 20, 2026**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on January 20, 2026, at 7:02 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman Chhatwani, Commissioner Evans, Comm Reps Dowling, Pilafas, Poeschel and Sernett

Absent: Comm Rep Kratochvil

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Huguen, Deputy Director Bechtold, Director of Recreation Sweeney, Director of Administrative Services Rivas, Executive Assistant Flynn

Audience: President Friedman, Commissioners Dressler, Kaplan, McGinn, and MacGregor, Comm Reps Aguilar, P. Henderson, Kulkarni

**2. Approval of Agenda:**

Commissioner Evans made a motion, seconded by Comm Rep Pilafas to approve the agenda as amended. 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 November 18, 2025 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

Director Huguen introduced Andrew Evans, the new Superintendent of Golf Course Maintenance at Bridges of Poplar Creek. Andrew comes to HEParks from Lockport Park District where he worked at Prairie Bluff for the last seven years. Previously, Andrew worked with Dustin at Casper, and worked at Medinah and two other stops before Lockport. We are happy to have him back with our District.

**5. Old Business:**

None

6. **New Business:**

A. 2026 Asphalt Repairs, Sealcoating and Striping / M26-001

Comm Rep Pilafas made a motion, seconded by Comm Rep Poeschel to recommend to the full board to award the asphalt repairs, crack filling and sealcoating bid to Schroeder Asphalt Services, Inc. for a total of \$208,307.45 plus a 5% contingency for a total of \$218,722.83.

Director Huguen said this is the annual service that is in different locations each year, and this year includes a large path overlay at Fabbri and Hunters Ridge parks. All locations receive crack fill and sealcoating every three years. This work will begin in May at the earliest, and we will put signage out a week in advance. All work will be weather dependent.

The motion carried by voice vote.

B. 2026 Court Repairs and Color Coating at Multiple Locations / M26-003

Comm Rep Sernett made a motion, seconded by Comm Rep Pilafas to recommend to the full board to award the bid for 2026 Court Repairs and Color Coating to Sport Surface Pros for a total of \$83,000 plus a \$3,000 contingency for a total of \$86,000.

Director Huguen stated that this is the same contractor we have used for the last five years; we only received one bid. This work rotates locations each year, with each location being done every three years.

Commissioner Evans asked if any courts were being converted to other uses. Director Huguen said no, all are staying as they are.

The motion carried by voice vote.

C. Mowing Services 2026-2028 / M26-002

Comm Rep Poeschel made a motion, seconded by Comm Rep Sernett, to award the mowing services bid to Gilio Landscapes for \$120,260 in 2026 and, if extended, \$122,665.20 in 2027 and \$125,118.51 in 2028.

Director Huguen said this service extends what we began in 2023, as the same contractor won this bid with numbers lower than last year. We had great success with this company the first three years.

The motion carried by voice vote.

D. Mower Purchase / M26-004

Commissioner Evans made a motion, seconded by Comm Rep Pilafas, to approve the purchase of a Ventrac Tractor with tough cut and boom mower attachments from Burris Equipment for a total of \$59,782.41.

Director Hugen said this purchase is replacing a regular production mower that was due for replacement per GIS. We looked at mowers that do more than one thing, and this mower has attachments that allow us to do that. With the attachments we are purchasing, we can mow shorelines and many areas at the golf course, as well as tree pruning and hard to reach areas.

Comm Rep Pilafas asked what this mower does that the mowing service won't do. Director Hugen said that the mowing service doesn't touch natural areas.

Director Hugen added that this mower has 60 different attachments available, and we will purchase those as attachments for other units are up for replacement. The mower comes with a one-year warranty, but the unit we are replacing we have had for twelve years and is used every day.

The motion carried by voice vote.

E. Parks, Planning & Maintenance Board Report and 4<sup>th</sup> Quarter Goals / M26-005

Comm Rep Sernett made a motion, seconded by Comm Rep Dowling, to include the Parks, Planning & Maintenance January Board Report and 4<sup>th</sup> Quarter Goals in the January Executive Director's Report.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Dowling said that the New York Mayor put out a survey to residents about what is important to them, and parks and libraries came out on top.

Comm Rep Poeschel said she is happy with all the changes and expenditures.

Comm Rep Sernett said it is good to see the work the staff is doing and the new hires as well.

Comm Rep Pilafas said he is happy to see the exciting investments in mowing.

Commissioner Chhatwani said she noticed that the majority of the goals were completed, which is fantastic for 2025; she is hoping for a good 2026.

8. **Adjournment:**

Comm Rep Poeschel made a motion, seconded by Comm Rep Pilafas to adjourn the meeting at 7:19 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

## MEMORANDUM M26-018

**TO:** Building & Grounds Committee  
**FROM:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks & Planning  
**RE:** Furnish and Install Vinyl Flooring at Triphahn Center  
**DATE:** 2/17/26

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### **Motion:**

Recommend to the full board the approval of the purchase and installation of flooring for Triphahn Center from Scharm Floor Covering for \$75,795 with a 5% contingency for a total of \$79,584.75.

### **Background:**

An overall budget of \$350,000 was approved for the facility upgrades at Triphahn Center. These upgrades include the removal of carpet from the common areas and replacing it with vinyl flooring. Vinyl is designed to withstand constant use and ideal for high traffic areas, while providing more simple daily care and maintenance. This provides an excellent opportunity to modernize the commons areas, creating a more inviting and brighter environment for our members and guests.

### **Rationale:**

The replacement of the carpet and cove base was estimated to be \$80,000 of the total budget. We received three bids for this project, and the breakdown is listed below. Scharm Flooring completed the BPC Flooring Project, WRC Flooring Project, and the recreation offices at TC in 2025 with great success.

Scope of Work	NPN Flooring	Scharm Floor Covering
<i>Bid Bond</i>	X	Cashier's Check
Flooring (freight included)	\$49,816.00	\$28,945.00
Cove Base (freight included)	\$6,416.00	\$2,070.00
Demo of existing flooring	\$10,017.00	\$4,050.00
Haul Away and Disposal	\$1,200.00	\$1,285.00
Relocating furniture	\$1,000.00	Included
Installation of flooring (skim coat included)	\$37,667.00	\$36,745.00
Installation of cove base	\$4,395.00	\$2,700.00
<b>Project Total:</b>	<b>\$110,511.00</b>	<b>\$75,795.00</b>

## Memorandum M26-017

**To:** B&G Committee  
**From:** Craig Talsma, Executive Director  
Dustin Hugen, Director of Parks & Planning  
**RE:** Parks, Planning & Maintenance – February Board Report  
**Date:** 02/17/2026

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### MOTION

Recommend to the full board to include the Parks & Planning February Board Report in the February Executive Directors Report.

### ADMINISTRATION & CAPITAL PROJECTS

#### TC Renovations

Four new cubicle offices have been completed in the admin office area; we are just waiting on the doors for these cubicles to arrive. We are also waiting on the glass installation and door installation for the new conference room which should be completed within the next two weeks. The conversion from carpet to vinyl in the public areas of the building has been bid out and will begin this March. New lights are starting to be replaced in the hallways by in-house staff and our lighting contractor is planning to complete the office spaces in the coming weeks. The replacement of the windows in the board room, Room 114 and the administration offices will go to the board for approval in April.

### AQUATICS AND BUILDINGS

#### *Triphahn Center:*

- Ceiling tile installation was completed in the admin area, mail room, rear entry door areas, and kitchen. Ceiling tile replacement was done in both finance offices.
- Drywall was delivered from the Maintenance Shop to TC and installed in new conference room. Drywall mud, sanding, and painting were then completed for the conference room.
- Hallways and lobby area were painted by Parks crew, along with contractors. All signs, etc. that were removed for painting were rehung and parks staff completed clean-up.
- New desks were built and set-up for Linda and Kevin's offices, and two desks built in new cubicles in admin area.
- Dry-erase boards and bulletin boards were hung in HR offices and shelves installed in mail room.
- Roof leaks and repairs were completed by Olsson Roofing.
- Anderson Lock replaced handles/locks on the locker room doors that lead to hot tub area.
- Emergency exit doors between the new and old building had center mullion replaced by Anderson Lock.
- Windscreens were repaired as needed around TC parking lot.
- New faucet and sink were installed in admin offices and shutoff valves replaced.
- Installed point of use hot water heater in admin office.
- Elevator category testing was completed, with all units passing.
- Motor in main common area elevator went bad and repairs have been scheduled.
- Replaced burnt out light fixture in lower-level locker room 8.
- Overhead door switch on Zam Room exterior door was replaced.
- Continued updating child safety outlets where needed.
- Replaced the water jacket motor and mechanical seal on the ice compressors cooling system.

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

- Spa boiler was throwing a code for air switch. When checked, found areas where heat became excessive due to degradation of combustion chamber seals. Replaced the fire seal and boiler is operational, however, it is at the end of life and a replacement has been ordered.
- New speakers were installed for the Spin Room.
- Manually cleaned fingers and changed filter media lap pool defender.
- Belts were replaced on makeup air unit for the boiler room and new belts installed on RTU2.
- Met with state Fire Marshal to clarify boiler compliance for the steam room boilers (paperwork was not entered properly by Travelers Insurance). Fire Marshal approved boiler certificates.
- Elevator category testing was performed and passed.
- Replaced failing bearing housing coupler on spa boiler.
- Lap pool gutter grate had a tab support break off causing uneven height where the ends join. Installed a new support block to resolve issue.

### ***Willow Rec:***

- Sink installation in the first room was completed.
- Installed new backup battery for the elevator. Category re-test was completed and the unit passed.

### ***Vogelei:***

- Bleachers were built for upstairs sports room at the barn and new soccer net added.
- Installed new wall-mounted fan.
- Replaced broken light fixtures and installed new covers.
- New lighting was installed in upper level of the barn and raised about four feet.

### ***Bridges:***

- Thermostat was replaced in the Poplar Room.
- New motor and gearbox were installed in Bay 8 at Top Tracer.
- Shutoff valves were replaced in halfway house after building staff removed equipment and new GFCI installed.
- Thermostats for Reznor unit heaters in golf maintenance were checked for functionality and replaced if needed, along with batteries.

### ***Seascape:***

- Total Fire has repaired the frozen backflow to the dry system sprinkler. The alarm team is scheduled to re-activate the system.

## **PARKS**

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

- Snow removal and salting were done at all buildings and parks, as well as city sidewalks.
- Monitored ice depths where skating/ice fishing are permitted and changed ice safety flags accordingly.
- Windscreens were removed from Pine and Cannon fencelines.
- Tree maintenance and dead tree clean up were done at Brittany Park and Black Bear.
- Continued with cleaning native seeds for storing.

### ***Playgrounds:***

- Conducted routine playground checks and inspections.
- Garbage routes/litter removal done at all parks, playgrounds, and dog parks.