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**MINUTES
BUILDING AND GROUNDS COMMITTEE
November 21, 2017**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on November 21, 2017 at 7:00 at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Rep Bettencourt, Dekirmenjian, Friedman, S. Triphahn, Chairman McGinn

Absent: Comm Rep Castillo

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Golf Director Bechtold

Audience: Commissioners Kilbridge, Kinnane, R. Evans, Bickham, President Kaplan, Comm Rep Snyder

2. Approval of Agenda:

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Dekirmenjian to approve the agenda as presented. The motion carried by voice vote.

3. Approval of the Minutes:

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the October 17, 2017 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Conference Education Session Summaries/M17-124:

Executive Director Bostrom reviewed the information noting that it was from the NRPA Conference held in New Orleans. He also noted that all session summaries were available to all Commissioners, Comm Reps and staff.

Commissioner K. Evans commented on how pertinent the topics had been.

No vote required.

B. Balanced Scorecard/M17-127:

Executive Director Bostrom reviewed the information noting that it was a snapshot of the district. He explained that staff did not have an explanation as to why the 2016 accident reporting had been so high; perhaps it was due to different recording requirements. Comm Rep S. Triphahn asked about more detail for the facility membership and visits and it was noted that future scorecards would include more detail for those areas.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to approve the Balanced Scorecard as presented and outlined in M17-127. The motion carried by voice vote.

C. Parks Report/M17-128:

Executive Director Bostrom asked for questions. Commissioner K. Evans asked about the tree maintenance at Black Bear as the area was very overgrown. Executive Director Bostrom noted that the trees should not impede the Disc Golf; however, tree should not be cut just to accommodate the game. Staff will check on the situation.

Comm Rep Friedman made a motion, seconded by Comm Rep Bettencourt to send the Parks Report M17-128 to the board as presented. The motion carried by voice vote.

D. P&D Report/M17-123:

Commissioner K. Evans and Chairman McGinn asked about the PSSWC locker room project. Director Buczkowski noted that the floor puddle had been

taken care of, that work crews were cleaning up the grout and the grab bars were installed.

It was also noted that the door to the steam room would not need an ADA access button as there was enough room next to the door for a wheel chair so that there would be access to the steam room.

Executive Director Bostrom explained that the steam room control system was more complicated than the original system and staff was looking to replace it to accommodate participants. Staff was presently checking on the cost for this installation.

Comm Rep Friedman made a motion, seconded by Comm Rep S. Triphahn to send the P&D Report M17-123 to the board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Commissioner K. Evans noted that the PSSWC locker rooms were beautiful, well designed and comfortable to use.

Comm Rep Friedman thanked the park district for his nomination and award for his volunteer service.

8. Adjournment:

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:30 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peg Kusmierski
Recording Secretary