



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 MEETING / TOUR OF PARKS
TUESDAY, AUGUST 5, 2014
5:45 P.M.

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - July 1, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Parks Board Report / M14-088
 - B. Planning & Development Report / M14-089
 - C. Annual Parks Tour (see attached schedule)
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.

WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES
BUILDINGS AND GROUNDS MEETING
July 1, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Buildings and Grounds Committee was held on July 1, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Dekirmenjian, Friedman, Kinnane, Snyder, S. Triphahn, Chairman Evans

Absent: None

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

Audience: President Bickham, Commissioner Greenberg, Kilbridge, McGinn, R. Evans, Anthony Colella 940 Dexter Ln

2. Agenda:

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Comm Rep Triphahn made a motion, seconded by Commissioner Mohan to approve the minutes of the June 3, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

Mr. Colella addressed the committee noting that he was very glad the district had removed the 2 trees behind his house as he believed if they had not, they would have gone down in the storm the previous night. He

also asked about the encroachment notice that he and neighbors had received about their property and why he had to move the drain pipe to 3-feet within his property. Executive Director Bostrom explained that it was a Village Ordinance that the water from their property must stop 3 feet prior to the end of their property line. Mr. Colella also explained that his neighbor at the corner needed to speak with someone. Director Giacalone will contact her.

5. Old Business:

None

6. New Business:

A. Marquee Sign underground conduits/M14-70:

Director Buczkowski reviewed the item noting that the budget had identified the relocation of existing utilities along the road. He referred to the picture showing the low hanging wires that would be right in the line of view of the marquee sign. He also explained that the cable company was not very receptive to burying the cables and/or sharing the cost of burying the cables and that there was \$3,000 - \$6,000 in engineering costs for this project.

Chairman Evans asked for clarification and Director Buczkowski noted that it was the very low hanging lines from between 2 to 3 poles right in the vicinity of the marquee signs.

Comm Rep Dekirmenjian asked what the 3 lines were and Director Buczkowski noted that the 2 lowest, thicker wires were for ATT and Comcast while the 3rd, thinner line was ComEd.

Chairman K. Evans asked where the power would come for the sign and Director Buczkowski noted that it would come from the 400 amp service at the bathroom and that the communication would be wireless and through the satellite.

Comm Rep Triphahn asked about the cost to bury the empty conduits and Director Buczkowski noted that it would be \$5,000 - \$6,000, however, staff was reevaluating that option as they did not have any guarantee that those empty conduits would work in the future. Executive Director Bostrom explained that the district could find out at a later date that the buried conduit was the wrong size or that they needed to be relocated. Director Buczkowski noted that Adlite Electric felt that 4" conduit would be adequate for ATT and Comcast, but there were no guarantees.

Chairman K. Evans asked if the conduits would be on our property and Director Buczkowski noted that they would be buried on the easement/ right of way.

Chairman K. Evans asked if the district could access any leverage through the Village as ATT and Comcast had to have Village approval for anything. Staff will check.

As staff was withdrawing the recommendation to bury empty conduit, no vote was required.

B. Summit Demo Bid/M14-075:

Director Buczkowski reviewed the item noting that removal of the house and garage were always part of the purchase of the property.

Commissioner Mohan asked if Anthem had their own equipment and Director Buczkowski said yes, although they would use outside trucks to haul the material away.

Comm Rep Kinnane noted that he had never heard so much discussion regarding a low bid person and said he had some concerns. Chairman K. Evans noted that because of the extreme low bid, it had raised some flags and staff had done additional reviewing to determine if the bidder was qualified.

Comm Rep Kinnane asked if there was a completion date and Director Buczkowski noted that it should be done by August weather permitting. Executive Director Bostrom explained that the basement had not been tested for hazardous material and it was possible that there would be an additional expense if it was discovered.

Chairman K. Evans asked how Anthem was going to remove the asbestos and Director Buczkowski said he planned to pull it first, hopefully without much other material to keep the cost down.

Comm Rep Snyder asked Director Buczkowski why he thought the bid was so low. Discussion ensued regarding the fact that originally the district had received information from Robinette that the project would cost about \$30,000 - \$50,000; that Director Buczkowski had to make special requests for bids to be received, and that Anthem was owner operated and all that could account for the difference in the bid pricing.

Comm Rep Triphahn asked how long Anthem had been in business and Director Buczkowski noted they had been in business for 12 years, but the owner had been involved in demo from much longer.

Comm Rep Kinnane asked about backfilling the hole and Director Buczkowski noted that they would grade the edges to prevent any hazard to the site when completed but that they did not have to fill in the hole.

Commissioner Mohan asked if the Village would inspect and Director Buczkowski noted that it was unincorporated Cook County and the Village would not be involved.

Commissioner McGinn asked about the additional costs and Director Buczkowski noted that the \$21,000 was to cover the scope of the project as presented in the bid, however, if additional hazardous material was discovered (in the basement) the district would pay for the additional removal at \$85 per cubic foot.

Commissioner R. Evans asked if the house only had a basement and Director Buczkowski explained that it had.

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to recommend the board approve the low bid of Anthem Excavation and Demolition for the low bid price of \$21,000 and a \$10,000 contingency fund be establish on this project should hazardous material be found during the demolition. The motion carried by voice vote.

C. Parks Board Report and 2Q Goals/M14-077:

Comm Rep Triphahn asked about the plant material for the float and Director Giacalone explained it would be a service berry tree and some potted flowers. She also asked about the power at BPC along with an outdoor sound system. Executive Director Bostrom noted that they had a portable sound system and were not looking to replace that. Commissioner Kilbridge noted that she believed some of the problem with the Wine event was playing music on the same system as making the announcements. Commissioner Kilbridge also noted that was meeting with F&B Manager Kovac about the system next week.

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to send the Parks Report and 2Q goals to the board. The motion carried by voice vote.

D. P&D Report and 2Q Goals/M14-076:

Comm Rep Triphahn asked about Goal 2; Initiative 2; Item 1 – the hotel at BPC. Executive Director Bostrom noted that a request for extension was going to the A&F Committee on the hotel agreement and he

believed that they had 2 franchises interested but did not have confirmation.

Commissioner McGinn asked about Goal 1; Initiative 3; Item 2 Park Portal and Director Buczkowski explained that it was to provide information through QR codes about the parks, activities, etc.

Comm Rep Triphahn made a motion, seconded by Commissioner Mohan to send the P&D Report and 2Q goals to the board. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Triphahn thanked everyone for attending the SRT Golf Outing and staff for doing such a great job as the event was a huge success. She also noted that the cupcake looked great for the parade and reminded everyone that Superintendent Chesak was on the news for the camp and it was a great piece.

Comm Rep Kinnane noted that his son was in camp and that staff was doing a great job.

Comm Rep Snyder wished everyone a happy 4th of July.

Comm Rep Friedman congratulated staff on a great job.

Chairman K. Evans noted that the SRT Golf Outing was great and he believed everyone had a wonderful time.

8. Adjournment:

Commissioner Mohan made a motion, seconded by Comm Rep Snyder to adjourn the meeting at 8:07 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

MEMORANDUM NO. M14-088

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Parks & Risk Management
RE: Parks Board Report – July
DATE: July 31, 2014

1. Renovated area around Colony Nature Area sign, cultivating, overseeding and covering with erosion blankets.
2. Completed pesticide spraying of Bo's Run and Freedom Run, mainly for clover and dandelion control.
3. Stump grinding was completed along Golf Road at the golf course in preparation for the new sign.
4. Cultivated area along Golf Road and Moon Lake in preparation for golf course sign installation.
5. Repaired broken irrigation line at Eisenhower. Also experienced difficulties with the LED controller on the pump. It was replaced and recalculated for efficient flow control.
6. Prepped and sodded concession area at Sycamore Football after HEAA completed renovation.
7. Determined back property lines around Colony Nature Area and designated encroachments by residents, mostly on the Palatine side.
8. Mowing continues at a heavy pace due to the fall-like weather (cool nights and days) and ample precipitation. Forecasts foresee a cooler than normal August with higher than normal precipitation so heavy mowing volumes can be expected and fertilization rates will be adjusted accordingly.
9. Ash tree removals continue with a total of 77 trees removed to date: South Twin 6, Highland 2, Triphahn 6, North Twin 8, Seascape 8, Highpoint 31, South Ridge 12 and North Ridge 4. The Ash inventory update is complete with the exception of the natural areas at Black Bear and Walnut Pond. Work orders have been created for removals and stump grinding.
10. A combination of cutting and spraying for invasive weed control continues with the focus on Sweet Clover and Queen Anne's Lace: South Ridge, North Ridge, Westbury, North & South Twin, Chestnut, Highpoint, Seascape and Cannon are completed.
11. Brush clearing is underway at the Summit property to allow access for the demolition contractor to remove old structures on the property.
12. Re-mulching of Bo's Run dog park at Willow is being done and will be completed on 7/29. The mulch being used is from our tree removal projects.
13. Both Dectron units at PSS&WC had new pulleys, bearings and belts installed as well as new air filters and motors greased.
14. 10 AC rooftop units across the Park District had filters changed and coils repaired and straightened out.
15. Parking lot lights at Vogelei and WRC have been upgraded and retro fitted to LED fixtures.

16. All new controls and solenoids installed at the splash pad at Tropicana Park.
17. Repaired the landscape light fixtures at Bridges of Poplar Creek.
18. Replaced 15 electrical ballasts across the Park District.
19. Repaired multiple roof leaks across the Park District as well as a full roof evaluation of every building in the Park District to identify and make repairs as needed.
20. Ran power for concert at Seascapes for a full band.
21. Re-sealed bottom doorjamb for Senior Center main entrance at TC.
22. Fixed multiple dampers and actuators across 2 buildings to ensure proper cooling in said buildings.
23. Installed carpeting at the Triphahn Center.
24. Re-mulched playground areas at Highpoint, Community, South Ridge, Pine, PSSWC, and Triphahn Center.
25. Repaired a chain ladder at Birch playground.
26. Installed a swing set at Eisenhower, including concrete curbing.
27. Installed an ADA concrete pad at Evergreen Park.
28. Installed a metal roof at the Community Park shelter.
29. Completed painting the front half of the maintenance shop.

MEMORANDUM NO. M14-089

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Board Report
DATE: July 29, 2014

1. Marquee Signs:

Staff, along with Walton Signage, have completed the final designs for the four marquee signs to be located at various park locations. These designs were submitted along with applications to the Village for local permitting on July 21st. The goal is to receive permits the first week of August with installation of the foundations to occur the later part of August. In preparation for the installation, staff along with the district's electrical contractor installed the new electrical services at TC and WRC. These services were installed at this time based upon an 8 – 12 week energizing schedule committed by Commonwealth Edison. Barring any storms, this would provide these locations electricity some time in mid to late September. Staff has also begun to do some of the landscape work in the ditch just south of BPC Marquee sign location. This work is being done during the dry season and at a time when construction activities would not possibly damage the new sign. Once the sign is installed at this location, staff will complete the area immediately around the new sign.

2. 31 Summit:

Staff along with the demolition contractor has filed state and county permits and received notification to proceed with the demolition of the home and out buildings. In preparation for the demolition project, the maintenance staff has cleared the driveway and immediate areas around the structures to be demolished and removed. Weather permitting, demolition will begin on August 4th and should take 7-10 days to complete.

3. Playgrounds:

Work on the 4 playgrounds including the punch lists was completed on August 1st. The contractor, Fuerte Construction, performed well in meeting staff's expectations and did an admirable job dealing with the spring and early summer's wet conditions. The overall project went as planned as it relates to the amount of work originally anticipated and budgeted for. In some cases, additional work was commissioned at an extra cost to deal with ADA issues away from the playgrounds themselves, but in the general park area. Overall, the extra costs amounted to \$22,178.32 which was 8.3% of the original board approved contractor costs. The board originally approved 7.5% or \$20,021. Staff later requested an additional \$10,000 if needed and that was granted by the board. Below is an accounting of the additional costs spent on the projects at each of the locations.

Seascape Concrete		
\$330.00	Extra rebar for curb	Not part of original work but needed at sidewalk Xing
\$288.00	Additional 6" X 12" barrier curb	
Olmstead Concrete		
\$738.00	Additional 6" X 12" barrier curb	Not part of original work but required by village
\$240.00	Extra rebar for curbs	
\$750.00	Extra demo and haul off	Additional curbs required to meet village requirements
Cottonwood Playground		
\$1,157.30	Haul off debris	
\$1,156.00	Extra Mulch	
Willow Playground		
\$1,900.00	Haul off extra debris	
\$1,360.00	Extra Mulch	
\$1,028.00	Extra flat work concrete	
\$561.00	Willow Demo extra concrete	
\$2,660.00	Extra haul off	
Locust Playground		
\$4,080.00	Extra mulch	
Poplar Playground		
\$1,900.00	Haul off extra debris	
\$1,700.00	Grade along sidewalks	
\$2,540.00	Extra flat work conc.	
\$2,272.00	Extra labor to hand dig around utilities	
-\$2,482.00	Credit on mulch	
\$22,178.30	8.30%	
Board authorized contingency at award 7.5% \$20,021		
Staff requested additional \$10,000 if needed		

Park Tour Schedule

August 5, 2014 6:00 PM

- **6:00 Leave TC start tour review community sign location**
- **6:10 arrive Poplar Park review playground renovation**
- **6:25 arrive Cottonwood Park review playground renovation**
- **6:35 arrive Highpoint Park review 2015 pathway renovation project**
- **6:50 arrive Eisenhower Park review swings project**
- **7:00 arrive Locust Park review playground renovation**
- **7:15 arrive WRC review community sign location and Tot playground renovation**
- **7:30 arrive South Ridge Park review natural shoreline**
- **7:45 arrive at 2173 Sever lane tour pond retaining wall**
- **8:00 arrive TC exit tour**