



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
TUESDAY, SEPTEMBER 2, 2014
7:00 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - August 5, 2014
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. Cannon Crossings fence bids / M14-099
 - B. Naming Park Sites (Essex, Golf Rd Basin, 31 Summit) / M14-090
 - C. Parks Board Report / M14-100
 - D. Planning & Development Report / M14-098
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.



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.

**MINUTES
BUILDINGS AND GROUNDS MEETING
PARK TOUR
August 5, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Meeting was held on August 5, 2014 at 5:45 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Rep Friedman

Also Present: Executive Director Bostrom, Deputy Director/Admin & Fin Director Talsma, P&D Director Buczkowski, Parks Director Giacalone, Facilities Director Kies

Audience: Commissioner R. Evans, Kilbridge, Greenberg, Comm Rep Wittcamp, Utas

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 Kinnane made a motion, seconded by Comm Rep Dekirmenjian to approve the minutes of the July 1, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. Parks Board Report/M14-88:

Executive Director Bostrom reported that it was brought to his attention on Monday afternoon that Seascape had a significant leak in one of the return lines. Staff had dug the area earlier that day surrounding the leak and determined that it was an approximate 8 inch long crack in a 6 inch diameter pipe. While staff did not know the exact financial implications of the leaking pipe, Director Talsma estimated the additional cost to exceed \$30,000 from just the most recent water bill invoices that were received the day earlier.

Director Giacalone reported that staff was currently evaluating options to either clamp the leaking pipe or cut out and replace the portion of pipe that was cracked. Director Giacalone expressed concern that a clamp might not fit given the fact that the leaking pipe was situated between a twenty-inch pipe and another 6 inch pipe. He also reported that if the pipe was cut out and replaced using in-house staff, Seascape might have to close for up to a week or that he could have the work performed by a contractor in only 3-4 days.

Comm Rep Snyder questioned if the cracked pipe was PVC and Director Giacalone confirmed that it was. Following further discussion, the consensus was that staff would first attempt to clamp the leaking pipe and that if that did not work, they would start contacting contractors to complete the repair in the shortest possible time span to minimize the length of time that Seascape would have to close to the public.

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to send the Parks Report to the board. The motion carried by voice vote.

B. P&D Report/M14-089:

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Snyder to send the P&D Report to the board. The motion carried by voice vote.

C. Annual Parks Tour:

All participants with the exception of Commissioner Mohan boarded the bus for the Park Tour at approximately 6:10 p.m. President Bickham joined the tour at 6:30 p.m. at Highpoint Park. Parks visited:

- TC Community Sign Location
- Poplar Park Playground Renovation
- Cottonwood Park Playground Renovation
- Highpoint Park 2015 Pathway Renovation Project
- Eisenhower Park Swing Project
- Locust Park Playground Renovation
- WRC Community Sign Location and Tot Playground Renovation
- South Ridge Park Natural Shoreline
- 2173 Sever Lane for Pond Retaining Wall
- Return to Triphahn Center

7. **Committee Member Comments:**

None

8. **Adjournment:**

Comm Rep Kinnane made a motion, seconded by Comm Rep Snyder to adjourn the meeting at 8:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

MEMORANDUM NO. M14-099

TO: Buildings and Ground Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning and Development
RE: Fence at Cannon Crossings Park
DATE: August 26, 2014

Background:

As part of the negotiations between the Village of Hoffman Estates and Canadian National Railway (CNR), CNR has agreed to pay for improvements pertaining to the quality of life and safety issues related to the increase in train traffic through Hoffman Estates just east of Cannon Crossings Park. The Village and CNR have agreed to pay for additional fencing on the soccer field and southern portion of the baseball field at Cannon Crossings Park. The purpose of the project is to reduce the number of baseballs and soccer balls that enter the railroad right-of-way property and minimize direct access to the railroad property. The existing 6-foot high fence on the baseball field will be replaced with an 8-foot high fence. A new 10-foot high fence will be installed along the south side of the soccer field and behind both of the goal areas. Both of these fences will be black vinyl.

Plans and specs were developed for this work and bids were released in early August with a bid opening of August 28, 2014.

Implications:

On August 28, 2014 staff opened 5 bids received for this project and the results chart is attached.

The low bidder, Custom Built Fence, just completed work at WRC, Poplar, Community and South Ridge Parks. All projects met with the district's expectations. With this in mind, staff is recommending this project be awarded to Custom Built Fence.

Recommendation:

Staff recommends that the B&G Committee recommend the board award the chain link fence project at Cannon Crossings Park baseball and soccer fields to the low bidder, Custom Built Fence, in the amount of \$52,502.00.

Funds for this project will come from reimbursement from the Village of Hoffman Estates which is part of the Canadian National Railway improvements to improve the quality of life and safety issues to adjacent properties along the railroad's right-of-way in west Hoffman Estates.

Cannon Crossing Fence

8/28/14

NAME	Classic Fence, Inc. 1822 Rt 30, Oswego, IL 60543 630-551-3400 classicfencemail@yah oo.com Ignacio Ruiz	Custom Built Commercial Fence 721 N. Seminary Ave, Park Ridge, IL 60068 847- 634-6370 jan5975@ameritech.n et Jan Tomassine	Action Fence Contractors, Inc. 945 Tower Rd, Mundelein, IL 847-949-6690 chrisK@actionfence.com	Northern IL Fence, 320 W. Lincoln Hwy, Cortland, IL 60115 815-756-3561 dclark@cnifence.com, Dean Clark	Rock Valley Fence 7975 Forest Hills, Loves Park, IL 61111 815-636-2095 Gary @Rockvalleyfence,.com
BOND	X	X	X	X	X
ITEM 1 Removal of 510 lf of 6 ft fence	\$1,530.00	\$1,530.00	\$3,955.00	\$2,483.70	\$2,550.00
ITEM 2 Removal of 120 lf of 4 ft fence	\$300.00	\$360.00	\$930.00	\$588.00	\$600.00
ITEM 3 Supply & install 520 lf 8 ft fence	\$19,614.40	\$18,200.00	\$22,568.00	\$21,257.60	\$22,412.00
ITEM 4 Supply & install 120 lf of 6 ft fence	\$3,552.00	\$4,182.00	\$5,100.00	\$4,515.60	\$5,712.00
ITEM 5 Supply & install 420 lf of 10 ft fence	\$17,812.20	\$16,380.00	\$19,803.00	\$19,912.20	\$22,831.20
ITEM 6 Supply & install 300 lf of 10 ft fence	\$13,950.00	\$11,850.00	\$16,677.00	\$15,513.00	\$16,308.00
TOTAL	\$56,758.60	\$52,502.00	\$69,033.00	\$64,270.10	\$70,413.20

MEMORANDUM NO. M14-090

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning & Development
SUBJECT: Naming Park Sites (Essex, Golf Road Basin, Property at 31 Summit)
DATE: August 25, 2014

Background

Several years ago, the park district assumed ownership of several pieces of property located in west Hoffman Estates that became park areas. Essex Park is a ½ acre of land located off of Essex Drive near the intersection of Essex and Caribou in the Hunter's Ridge subdivision and just north of Golf Road/Rt. 58. A second park site of 1.75 acres that has been named Golf Road Basin is located behind 5733 through 5721 Caribou and immediately off of Golf Road. Finally, there is a 19+ acre park site located east of the Golf Road Basin but on the south side of Golf Road that was named Westside Nature Center.

Recently the district acquired additional property located at 31 Summit Street (Golf Road/Rt. 58) and this parcel of land needs to be identified with a name for this site. The property located at 31 Summit (Golf Road/Rt. 58) connects the Golf Road Basin area and Essex Park properties and it would appear that all three pieces of property could be named as a single park site as they are contiguous to each other running from Golf Road/Rt. 58 (Summit Rd) past the back of the houses on Caribou Lane to behind the houses at 1344-1324 Essex Drive. Options for naming the new combined park site:

1. Rename Golf Road Basin and name the new 31 Summit Drive Property to Essex Park, effectively extending the original Essex Park all the way to Golf Road/58 (Summit).
2. Rename both Golf Road Basin and Essex Park and name the new 31 Summit Street Property Summit Park as Golf Road/Rt. 58 is also known as Summit Street.
3. Rename Golf Road Basin, Essex Park and the new 31 Summit Street Property to entirely different park name of the board's choosing.

5.05 NAMING AND RENAMING OF PARK SITES

The Board shall select names for new parks, buildings, facilities, athletic fields, or, when appropriate, to change the name(s) of existing parks, buildings, facilities, or athletic fields of the district that have not been

dedicated. The Board may consider the following elements in determining the naming or renaming of parks, buildings, etc. (for purposes of this section only, "parks" shall mean parks, buildings, facilities, athletic fields, or other "namable" property of the District):

- A. Parks may be named after streets, geographical locations, historical figures, events, concepts or as otherwise determined by the Board.*
- B. Parks may be named for individuals or groups that have donated land or facilities to the District or made a significant financial contribution toward the development of parks.*
- C. Parks may be named for individuals or groups that have made exceptional contributions to the community. Names of individuals, including, but not limited to, District Commissioners or other public officials, may not be given to a park, building, facility or athletic field unless the individual is deceased.*
 - 1) The Board at public meeting should first announce the proposed name of the park, building, facility or athletic fields (requires a 5/7 vote).*
 - 2) A park site should only be confirmed and the name made official after a waiting period of at least sixty (60) days before the confirmation vote.*
 - 3) A 5/7 vote by the Board is required to name a park, building, facility, or athletic field or to change the name of an undedicated park, building, facility or athletic field of the District.*

Recommendations

Staff recommends that the Board propose accepting the renaming of Golf Road Basin and the naming of the new property at 31 Summit Street as Essex Park. This would extend Essex Park from its original location all the way to Golf Road/Rt. 58.



Essex Park

31 Summit Site

Golf Road Detention

Future Park

Westside Nature Preserve

MEMORANDUM NO. M14-100

TO: Buildings & Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Parks & Risk Management
RE: Parks Board Report – August
DATE: August 27, 2014

1. Trouble shot irrigation problems at Eisenhower, determining a broken spring in the RPZ was causing back pressure that would not allow master valve to open and close correctly. Spring is on order and will be replaced ASAP.
2. Completed turf renovation at Poplar Park playground area.
3. Completed turf renovation for area around ADA swings at Eisenhower.
4. Discovered residents were dumping water bowls and wading pools off the concrete pad built for that purpose at Freedom Run and creating a mud bog beside the pad, resulting in complaints by the residents of the muddy conditions. Requested e-mail message go out to residents to refrain from bringing outside water containers in the park and to use the devices we have supplied them. Area was leveled, seeded, and fenced off to allow regrowth.
5. Closed both soccer fields for the fall season at Eisenhower for much needed renovation.
6. Cleared drainage clog at Sycamore Park and restored the parkway turf area adjacent to the playground and parking lot that had been submerged.
7. Dealing with PDRMA to retain funds from Homer Industries, the delivery company that collided with the roof corner on our mulch material structure. PDRMA adjuster inspected roof on Aug 20, 2014. Estimated repair cost by professional contractor totals \$12,000.00 plus.
8. Mowing continues on an as needed basis. Recent rains have caused a minor regrowth and fertilization schedule has been adjusted for a later application.
9. Brush clearing was completed at the Summit property to allow access for the demolition contractor to remove old structures on the property.
10. Ash tree removals continue with a total of 110 trees removed to date: South Twin 6, Highland 2, Triphahn 6, North Twin 8, Seascape 8, Highpoint 31, South Ridge 12, North Ridge 4, Lincoln 2, Whisper 2, Cottonwood 7, Eisenhower 1, Sycamore 5, Wilmington 5, Vogeley 3, Canterbury Park 3, Prairie Stone 2, and Cannon 3.
11. Controlled Burn permit applications for the 2014 -2015 burn season were submitted to the state, county and village. The state permits were received, with the county permits expected the week of Sept. 1st. The village permits will be processed once they receive copies of our county permits.
12. Monthly shrub and flower bed weeding and maintenance is ongoing as needed.
13. Bus 510 replaced fan clutch, thermostat and temp sensor.
14. 518 replaced front brake rotors and rear drums.

15. 507 replaced fuel tank and right rear axle seal and brake shoes.
16. Mower 551 replaced clutch.
17. Mower 571 replaced left rear wheel motor and fuel injectors cleaned.
18. 524 replaced output speed sensor switch.
19. 528 replaced right rear axle seal and brake shoes.
20. Trucks 532 and 928 replaced ignition switches.
21. 519 rear brake drums cut front brake rotors pads and calipers.
22. New tires installed on 538,507,518,500 and trailer 402.
23. Completed Illinois fuel operators training certification.
24. Staff installed concrete curbing and 2x2 ADA Rubber Safety Surface for Eisenhower ADA Swings.
25. *We installed new slide at Victoria South Playground. Crew Replaced Chain Climber at Sycamore Fitness Play.*
26. Staff removed carpet and installed new 2x2 carpet squares throughout Triphahn Center; estimate about 3500 Square Feet.
27. Staff installed stamped concrete pad and memorial benches at Highpoint Park.
28. Staff installed ADA concrete for ball field dugout at Evergreen Park.
29. Staff laid out and striped 7 soccer fields at Cannon, 2 soccer and 2 football fields at Canterbury fields, 2 soccer fields at Birch, soccer field at Victoria, soccer field at Pebble, 2 soccer fields at Cottonwood, moved soccer goals from Eisenhower Park and reinstalled at Highpoint soccer field. Laid out 2 practice fields and main football field for HEAA at Sycamore Park.
30. Staff installed a bulletin board at Triphahn Center preschool room.
31. The maintenance team has repaired multiple doors and door closures across the Park District including doors at Bridges of Poplar Creek and Triphahn Center.
32. We set up all the power and lighting for Party in the Park .
33. Multiple drinking fountains indoor and outdoor were repaired and adjusted to run at better heights.
34. Updated 15 emergency light batteries across the Park District.
35. Replaced 2 computer boards on rooftop HVAC units as well as new thermostats.
36. Fixed 3 boiler and pump leaks in 2 different facilities.
37. The maintenance crew has fixed a major leak at Seascap and is in the process of winterizing the pool.
38. We have brought the Freon in 8 HVAC units up to the right operating levels as well as greasing the motors and changing air filters.

MEMORANDUM NO. M. 14-098

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
Gary Buczkowski, Director of Planning & Development
RE: Board Report
DATE: August 26, 2014

1. 31 Summit Demo

The contractor began demo work the week of August 11, however, due to intermittent rain events; access to the work area has been limited. So far the contractor has removed 85% of all the biodegradable materials from the interior of the home. During the removal of this material, a mechanical space was discovered underneath the stone driveway. In addition to this mechanical space, a fuel tank was discovered and was filled with approximately 150 gallons of liquid. The contractor has been authorized to remove the tank and the liquid was pumped out and disposed of properly. The cost for this additional work was \$950. At this point, no additional hazardous materials have been identified on the site. If weather cooperates, the contractor estimates approximately 10 more working days to complete the project.

2. Marquee Signs

Walton signage and its contractors installed the steel columns at each of the 4 locations. These columns were installed without any issues pertaining to ground conditions.

Staff has been working with Reliable Electric to complete the electrical feeds at each sign location. Due to the decision to go with the 16 mm message boards rather than the 19 mm boards, the power requirements increased such that the original 100 amp switch gear at Vogelei and BPC needed to be switched out so that 150 amp pass through breakers could be installed in the existing switch gear.

Walton Signage and Watchfire are currently fabricating the message boards and signs that are scheduled for delivery the beginning of October.

3. Cannon Crossings Fence

Staff has been working on bids for supply of chain link fencing for Cannon Crossings soccer field which is to be funded by Canadian National Railroad through the Village. Once bids are received and orders are placed, the contractor should complete the project prior to the end of the year. The goal is to have the Village reimburse the park district prior to the end of the calendar year.

4. 2015 Park Renovation

Staff is currently working with playground vendors to develop plans and performance specs for 2015 playground replacement projects which include Evergreen, Valley and Maple Parks. Once the designs are completed and accepted by staff, public meetings will be held with each neighborhood to discuss particular needs and design preferences. Final designs will be presented to the B&G Committee in December with the goal of going out to bid for this equipment in January 2015.