



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
BUILDING & GROUNDS COMMITTEE
November 4, 2014**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building & Grounds Committee was held on November 4, 2014 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Rep Dekirmenjian, Friedman, Kinnane, Snyder, Chairman K. Evans

Absent: Commissioner Mohan, Comm Rep S. Triphahn

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

Audience: Commissioner Kilbridge, McGinn, Greenberg, President Bickham, Tony Dublo from Walton Signs

2. Agenda:

Comm Rep Kinnane made a motion, seconded by Comm Rep Snyder 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 October 7, 2014 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Golf course shoreline stabilization Phase 2/M14-123:

Executive Director Bostrom reviewed the memo noting that Phase I was the placement of the rip rap by in-house maintenance and should be done by this week. He also noted that \$20,000 had been allotted for that portion of the project and it would be within budget.

He explained that Phase 2 would be completed by in-house maintenance, golf course maintenance and an outside contractor to remove the steel wall, grade the area, set the Rosetta stone (outside contractor) and remove the cart path (golf course maintenance). He noted that Wadsworth was very reputable and had just finished a similar project at Medinah Country Club.

Comm Rep Snyder asked if it was a Prevailing Wage contract and Executive Director Bostrom noted that all contracted work was required to pay Prevailing Wage.

Chairman K. Evans asked if they were losing much rip rap to the bottom of the lake and Director Giacalone noted that it was pretty firm without much loss.

Comm Rep Friedman made a motion, seconded by Comm Rep Kinnane to recommend the board approve awarding the contract to Wadsworth Golf Construction Company in the amount of \$69,500; contingency fund of \$3,000 and cost to purchase Rosetta Stone of \$5,500 for a total amount of \$78,000 as outlined in M14-126. The motion carried by voice vote.

B. Shelter and overlook at High Point Park/M14-121:

Executive Director Bostrom reviewed the item explaining that just recently it had been determined that the shelter and overlook were used much more often than originally thought. He noted the memo recommended removal but the other options would be to repair and maintain since they provided value to the public.

Director Buczkowski noted that due to the unstable soils in the area, there was no guarantee that if the concrete slab was replaced, that it would not heave as it has done in the past. Chairman K. Evans asked if the 5-inch difference in the flooring posed a danger to users and Director Buczkowski explained that it did not.

Comm Rep Kinnane asked about meeting ADA requirements. Executive Director Bostrom noted that they would be looking at repair

and maintenance rather than replacement which would impact the district's need to make those structures fully ADA accessible, noting that many other amenities in the park were accessible.

Commissioner Greenberg urged the committee to keep in mind the value of passive recreation and explained that the structures could be duplicated in other, more stable, areas of the park.

Chairman K. Evans explained that if the committee choose to maintain the structures, they would not need a recommendation to the board.

Commissioner Greenberg suggested putting in solar lighting with motion detectors to help prevent vandalism. Chairman K. Evans asked which structure received the most vandalism and Director Giacalone explained the shelter did.

The committee consensus was to maintain the structures and so no motion or recommendation was made to the board.

C. Parks Board Report/M14-125:

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

D. P&D Report/M14-124:

Chairman K. Evans noted that staff had done a great job on the marquee signs.

Executive Director Bostrom explained that there was a playground improvement meeting for the public on November 5th and while Commissioners and Comm Reps were welcome, if more than 2 were in attendance, they would be asked not to speak to the issue as that would constitute an illegal meeting of the board/committees.

Comm Rep Dekirmenjian asked if staff was bringing a plan to the meeting and Director Giacalone explained that he had a type of plan however, he would be asking the public for their input on the playground design.

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

E. 2015 Budget Format/M14-120:

Deputy Director Talsma reviewed the memo noting that it was the same format as previously and presented at the class level for all committees to review. He noted that at the B&G meeting they would be looking at Fund 01 (Maintenance), Fund 12 (Capital) and Fund 09 (Special Rec) and next week they would review those areas that looked more closely at the operational aspects of the budget.

He explained that the Comprehensive Master Plan was the backbone for the capital development and replacement plan for the district but that the objectives drove the budget as it was the funds through the budget that supported the district's objectives. He also explained that they would be releasing almost \$1,000,000 in reserve to help fund future projects through the refunding of bonds for the 2004 Debt Certificates.

Deputy Director Talsma explained that the Special Rec fund had spent much of the fund and that they were receiving less money due to the lower EAV and that next year they would run a deficit budget in that fund. He explained that the General Fund balance was very healthy and that the district could use those reserves to fund the ADA projects instead. He also explained that the district was looking to abate the working cash fund to pay off the IMRF liability. He explained that he believed the EAV to be on the rise in the next few years which would increase the funds available. Deputy Director Talsma reviewed the district's policy saying that they maintained 3 months of operating costs in reserves and that even with the move of nearly \$1,000,000 there would still be \$2,000,000 to maintain that reserve.

Commissioner Greenberg asked if they could regenerate the working cash fund and Deputy Director Talsma explained that they would not be able to do that for a minimum of 10 years. Commissioner Greenberg asked if they would be losing any TIF districts and Deputy Director Talsma noted that he was not aware of any in the near future and that the district received \$300,000 to \$350,000 additional TIF funds.

President Bickham asked if they would have to levy the working cash fund in a referendum and Deputy Director Talsma explained that they had Lighting and other funds that could be regenerate any time and funded but to receive additional funding, the district would have to hold a referendum.

President Bickham asked why the IMRF number fluctuated and Deputy Director Talsma explained that it was tied to the IMRF earnings on their investments. He explained that the district owed approximately \$1,000,000 to IMRF and felt that it would be to the district's best interest

to pay that off next year noting that they were paying over 7% interest on that debt and only seeing 1.5% interest on their investments.

Review of Objectives:

Parks/Maintenance:

- Chairman K. Evans asked about the PSSWC compressors and Director Giacalone explained that while there were more than 2, only 2 were scheduled for replacement next year.
- Deputy Director Talsma explained that Director Giacalone was taking on the responsibility of all facility repairs for the coming year and so, therefore, funds were being moved out of specific facilities and into the maintenance budget to cover that change.
- Commissioner Greenberg asked if wild flower seeds would also be used for BPC and Director Giacalone explained this objective pertained to the parks maintenance department and wild flowers for BPC would be contained in BPC's budget.
- Chairman K. Evans asked about the burns and Director Giacalone explained that they still had time on their 2014 contract but needed a hard frost to do any fall burns.

Planning & Development:

- Commissioner McGinn asked about the cost of asphaltting the lots, given the high cost in 2014 and Director Buczkowski noted that they were using the new year rate.

General Fund Maintenance Budget:

- Deputy Director Talsma explained that the grant reimbursement line was for the "Going Green" grants that Director Giacalone was pursuing.
- President Bickham questioned the amount for fuel and lubricants and Deputy Director Talsma noted that it was funded at over \$3 per gallon and felt it would be sufficient.

Capital:

- Commissioner Greenberg asked if there would be a surplus of \$3,000,000 in the capital fund and Deputy Director Talsma explained that included the additional funds from the bond proceeds and the \$1,000,000 transferred in from the reserves.

Special Recreation:

- Deputy Director Talsma explained that the budget included the NSWRA Assessment.

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to send the 2015 Budget for Fund 01, Fund 12 and Fund 09 to the board as presented. The motion carried by voice vote.

Chairman K. Evans thanked staff for presenting a very clear and concise budget.

7. **Committee Member Comments:**

None

8. **Adjournment:**

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to adjourn the meeting at 8:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary