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**MINUTES
BUILDING AND GROUNDS MEETING
October 17, 2017**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Building and Grounds Meeting was held on October 17, 2017 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Rep Dekirmenjjan, S. Triphahn, Chairman McGinn

Absent: Comm Reps Bettencourt & Castillo

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, Parks Director Hugen, Golf Director Bechtold

Audience: Commissioners R. Evans, Kinnane, Kaplan, Kilbridge

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Triphahn made a motion, seconded by Comm Rep Dekirmenjjan to approve the minutes of the September 12, 2017 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. Fertilizer and Chemical 2018 Early Order bid/ M17-113:

Director Huguen reviewed the memo noting that the district received incentives to purchase fertilizers/chemicals early and rebates from participating vendors.

Chairman McGinn asked if it covered the soccer program and Director Huguen noted that it did and included all of the BPC and Parks Maintenance needs with the exception of some special order items.

Executive Director Bostrom asked about the Indemnify at \$1,650 per 17.1 ounce and Director Huguen noted that it was a very costly, but very effective chemical to control Nematodes (parasitic organisms found on the roots of most plants). He noted that generally they were not an issue, however, due to the increased numbers being found steps needed to be taken to prevent their damaging the turf and that there was only a single vendor providing and effective and expensive control.

Commissioner K. Evans asked if there was an issue with storage if the chemicals were purchased now and Director Huguen noted that they would be purchased now; paid for in January and delivered at that time. He also noted that both parks and BPC had storage areas that prevented any issue.

Commissioner R. Evans asked about the actual dollar amount for savings and Director Huguen explained that the district would receive between a 7-9% rebate on some chemicals that had resulted in a \$4,300 saving to BPC last year alone. He anticipated that with an additional \$21,000 added to the order to cover parks that the district would see another 7% on that amount.

Comm Rep Triphahn made a motion, seconded by Comm Rep Dekirmenjian to recommend the board to award the bid to **Chicagoland Turf** for their lowest bid products for the total of \$76,531.38, **Arthur Clesen** for their lowest bid products for the total \$6,020.06, **Advanced Turf** for their lowest bid products for the total of \$829.36 and **Site One Landscapes** for their lowest bid products for the total of \$997.25. The motion carried by voice vote.

B. Parks Board Report and 3Q2017 Goals/M17-111:

Director Huguen reviewed the report and asked for questions. Comm Rep Dekirmenjian asked about the vandalism and Director Huguen noted that they

had 3 incidents this year; Executive Director Bostrom explained that it was not an unusual situation.

Executive Director Bostrom asked about the track at Eisenhower and Director Hugen explained that the repair work had come out very well and had been completed in a day. He also noted that he had received many good comments from the PE teachers and coaches.

Comm Rep Dekirmenjian asked about the school reimbursing the district and Executive Director Bostrom explained that District 54 had paid ½ of the cost of installation but the park district was responsible for upkeep.

Chairman McGinn asked about the 100 donated saplings and Director Hugen said he did not have the name of the donor.

Commissioner K. Evans asked about measuring the remaining bounce on the track and Director Hugen noted that it was a test that could be performed. He explained that the work done presently would be good for the next 5 years. Commissioner K. Evans asked about approaching District 54 to budget partial payment for the work anticipated in the coming years to replace the track and Executive Director Bostrom explained that he had discussed this with them prior to this work and it was not a priority for their budget.

Comm Rep Triphahn made a motion, seconded by Comm Rep Dekirmenjian to send M17-111 and the Parks 3Q2017 Goals to the Board as presented. The motion carried by voice vote.

C. P&D Report and 3Q2017 Goals/M17-109:

Executive Director Bostrom reviewed the report noting that the PSSWC Shower project had partially opened with 3 showers and had now passed the Village inspection. He explained PSSWC would be fully opened by end of day Wednesday, October 18th.

President Kaplan asked about the different shower tile sizes and Executive Director Bostrom noted that staff had questioned the use of the 12" x 18" large tiles in the area expressing concerns about co-efficiency and drainage and had been assured by the Architects that it would not be an issue. However, it became an issue and the large tiles had to be cut for an additional \$4,000 the cost of which the Architects would cover.

Comm Rep Triphahn asked about who would pay for the extended time involved and Executive Director Bostrom noted that the contract had a penalty of \$2,500 per day on the extension, however, there had been some unforeseen issues regarding the flooring under the tiles and the ADA requirements of the showers. He noted that the district's goal had been to

get the project completed and they would be returning to the issue of the extension and possibly looking at litigation.

Commissioner Kilbridge asked staff to look at the footers used in the toilet area on the partitions noting that they looked pitted and might need to be replaced. Staff will check.

Commissioner R. Evans asked if the caps were part of the sewer and Executive Director Bostrom noted that they probably only involved the partitions.

Chairman McGinn asked about the trail improvements in conjunction with the Village. Executive Director Bostrom explained that the district was working with the county and Village to address that path project.

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Triphahn to send the P&D Report M17-109 and 3Q2017 Goals to the board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Chairman McGinn thanked Comm Rep Triphahn for the organizing the IAPD gala to award Comm Rep Marc Friedman for his volunteer services to the district.

8. Adjournment:

Comm Rep Triphahn made a motion, seconded by Comm Rep Dekirmenjian to adjourn the meeting at 7:27 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peg Kusmierski
Recording Secretary