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**MINUTES  
RECREATION COMMITTEE  
December 12, 2017**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation Committee was held on December 12, 2017 at 7:35 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Rep Henderson (7:40 p.m.), S. Neel (7:37), Snyder, Wittkamp, Chairman Kinnane

Absent: Comm Rep Dressler

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

Audience: Commissioners Kilbridge, McGinn, K. Evans; Boy Scout Alexander Blackshear and father

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Snyder made a motion, seconded by Comm Rep Wittkamp to approve the minutes of the November 21, 2017 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Eagle Scout Project: ADA Garden Plots at Chino/M17-137:

Director Kies reviewed the item and introduced Boy Scout Alexander Blackshear from troop 297.

Alexander presented his project to create four ADA accessible garden plots that would be 6-feet x 3 ½-feet and 23-inches tall with an additional 13" of soil. He noted that the total cost of the project would be \$439.79 with \$309.79 for materials.

Comm Rep Snyder asked if donations would be tax exempt and it was noted that it would. Commissioner R. Evans noted that it was a great project.

Commissioner McGinn asked if there was a reason for using the cedar wood and Alex noted that it was weather-proof. Comm Rep Wittkamp asked if the plots would be boxed and raised and it was noted that they would.

Comm Rep S. Neel commended Alex on a great presentation, noting that she was excited to see the project. She asked about a mailing list for fund raising and Director Kies will assist with the contact information. Director Kies explained that Director Hugen would take over the installation of the plots after they were built.

Comm Rep Neel made a motion, seconded by Com Rep Henderson to recommend that the board approve the Eagle Scout Project to create four ADA Garden Plots at Chino Park as outlined in M17-137 and contingent upon Village approval. The project is expected to begin fundraising in January 2018.

B. Flooring at BPC/M17-139

Director Bechtold reviewed the item noting that it would be a glue-down to the concrete floor. He also explained that the budget was for \$40,000 and the cost \$43,000 with a contingency fund that would come from BPC Operating Budget.

Comm Rep Neel asked about the warranty and Director Bechtold noted it was warranted for 10 years but expected to have a life span of 15-20.

Commissioner R. Evans asked if it was the same as the flooring on the north side of TC and Director Bechtold explained it was similar.

Chairman Kinnane asked if they had check references and Director Bechtold noted that they had reviewed the references but that Scharm had done work in the past for the district.

Comm Rep Neel asked if there was a special type of flooring used for dance floors expressing concern about the grooves in the demo piece. Director Bechtold noted that it was a recommended flooring for this type of use and thicker than the flooring on the north side of TC. He explained that other park districts with this flooring were not experiencing any safety issues.

Comm Rep Wittkamp made a motion, seconded by Comm Rep Neel to recommend the board approve awarding a contract to Scharm Floor Covering of Des Plaines for the Removal and Supply of Flooring for BPC in an amount not to exceed \$43,852 and a project contingency of \$1,148. The motion carried by voice vote.

C. Wings and Talons Agreement/M17-136:

Director Kies reviewed the item noting that the original contract was approved by the board back in May. He explained that the organization had some challenges and needed to make some changes to the agreement so it was coming back to Rec and the Board.

Comm Rep Henderson asked if having Wings and Talons in areas of the Barn would prevent the park district from scheduling other rentals or programs. Director Kies explained that the upper level of the barn was used for the gymnastics program and as such, no rentals or other programs and, therefore, no one else to use the kitchen in that area except Wings and Talons. She asked what type of events they would be present at and Director Kies explained that it would include PIP, Winterfest, possibly summer camps, etc.

Commissioner R. Evans asked about using the kitchen if it was being used for birds and Director Kies explained that besides not having any other program or rental in the barn on the second floor, the kitchen was not certified and would not need to be inspected.

Commissioner McGinn asked about field trips and it was noted that Wings and Talons bring the Raptors to other park district, schools and other community events to educate the public. Commissioner R. Evans asked if Wings and Talons would advertise their Vogelei location and connection to the HeParks at these events and staff will check.

Comm Rep Wittkamp asked about the size of the mews and Director Kies explained they were about the size of a shed.

Comm Rep Snyder asked about insurance issues and Director Kies explained that they met all of PDRMA guide lines.

Commissioner R. Evans made a motion, seconded by Comm Rep Henderson to recommend the board approve the agreement between Wings and Talons and the park district as outlined in M17-136 and included in this packet. The motion carried by voice vote.

D. 2018 Business Plans/M17-142:

Director Kies reviewed the item explaining the plans for the Recreation & Facilities, Ice, and Prairie Stone Sports & Wellness Center. He reviewed their Key Performance Indicators and budgets as well as the action plans.

Director Bechtold reviewed the Bridges of Poplar Creek Country Club business plan noting their Key Performance Indicators, budget and action plans.

No vote required as this was informational.

E. Rec, Fac, Golf Report/M17-141:

Director Kies reviewed the report. Chairman Kinnane asked if the district had hard and soft lock downs and address systems for emergencies throughout the district and Director Kies noted that they did. He also explained that PSSWC, WRC and TC had Managers on Duty (MOD) to take charge of a situation and that they had 2-way radios in addition to the address systems.

Director Bechtold reviewed his report explaining that Breakfast with Santa and Winterfest were expanding in popularity.

Comm Rep Neel made a motion, seconded by Comm Rep Wittkamp to send the Rec, Fac, and Golf Report/M17-141 to the Board as presented. The motion carries by voice vote.

**7. Committee Member Comments:**

Commissioner R. Evans noted that the Breakfast with Santa and Winterfest were great successes. He also noted that staff needed to be aware of the cultural change of the community and include that in the event planning.

Comm Rep Henderson and Neel wished everyone a happy holiday. Comm Rep Neel said it was good to see the involvement with the Boy Scouts and the district's connection to the community.

**8. Adjournment:**

Commissioner R. Evans made a motion, seconded by Comm Rep Neel to adjourn the meeting at 8:35 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary