



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



**MINUTES**  
**BUILDING AND GROUNDS COMMITTEE**  
**July 18, 2017**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on July 18, 2017 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Rep Bettencourt, Dekirmenjjan (7:01), S. Triphahn, President Kaplan, Acting Chair K. Evans

Absent: Comm Rep Castillo, Friedman, Chairman McGinn

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

Audience: Commissioners Kilbridge, Bickham, R. Evans, Kinnane, Facility Manager Albig, Xavier Vazquez and Matilda Vazquez

**2. Approval of Agenda:**

Comm Rep Triphahn noted that Item 6A should be M17-081 as opposed to M17-068.

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

**3. Minutes:**

Comm Rep Dekirmenjjan made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the May 2, 2017 meeting as presented. The motion carried by voice vote.

President Kaplan made a motion, seconded by Comm Rep Bettencourt to approve the minutes of the June 20, 2017 meeting as presented. The motion carried by voice vote.

**4. Comments From the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Roof Repairs/M17-081:

Executive Director Bostrom reviewed the memo noting that it was an estimate for the repairs of an unbudgeted item.

Director Hugen explained that staff used the report from Inspec to determine the repairs and make the decision to follow through on a time and material basis. He noted that while 4 contractors had been recommended by Inspec, only 3 had responded to the RFP and Olsson Roofing was the lowest, qualified vendor. He explained that the goal was to get back to a quality condition and then to continue to maintain the roofing systems.

Executive Director Bostrom explained that staff could wait until the 2018 budget for the repairs but there was concern over additional damage from another winter.

President Kaplan asked about the revenues for this project and Director Talsma explained that the maintenance operating budget usually had a surplus that could be used for the immediate repairs and that future repairs/replacements could be a capital item.

President Kaplan asked where Olsson was from and it was noted that they were from Aurora.

Comm Rep Dekirmenjian asked about the difference between roofing repair company and a roofer and it was noted that they were the same.

Comm Rep Dekirmenjian asked why the district went to a consultant first and Director Hugen explained that they used the consultant to identify the leaks and give the roofs a life span to determine future work. Discussion ensued regarding the use of infra-red and it was explained that it would offer additional information to determine the need to replace the entire roof and/or the membrane. Director Hugen explained that the goal was to make

the initial repairs and look at maintaining the system in the future on an annual program.

Commissioner Bickham asked about the roofs inspected and it was noted that BPC was not inspected and Vogeley did not need to be addressed.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to recommend the board authorize staff to expend an amount up to \$24,500 for required roof repairs at District facilities to be performed by Olsson Roofing as outlined in M17-081. The motion carried by voice vote.

B. Parks Board Report and 2Q Goals/M17-079:

Director Huguenot reviewed the report. President Kaplan asked about Field Park fountain and Director Huguenot noted that the fountain had been removed Monday and would be replaced with plantings. He also noted that the drinking fountain would be replaced.

Director Huguenot reviewed the Queen Anne's Lace noting that it was an invasive plant that needed to be eradicated. Ms. Matilda Vasquez asked to volunteer for the project and staff will forward volunteer information to her.

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to send the Parks Report and 2Q Goals to the board M17-079 as presented. The motion carried by voice vote.

C. Planning & Development Report and 2Q Goals/M17-076:

Executive Director Bostrom reviewed the report noting that the storms had delayed the completion of Colony Park playground but it was still expected to open to the public by August 1<sup>st</sup>.

Chairman K. Evans asked about the asphalt in the maintenance lot lining up with other laid asphalt and Director Huguenot noted that they had matched it well.

Commissioner Bickham asked about the Bergman Property and Executive Director Bostrom explained that there had been two parts; Ordinance to disconnect Palatine and annex the property to HEPD and a separate agreement with the developer for the 2 acres. He noted that they were waiting for the developer to finish the turf establishment and the multi-use path. He explained the farmhouse was being renovated for sale and the district was looking to have the developer create a buffer between the farmhouse drive and the district's property.

Comm Rep Bettencourt made a motion, seconded by Comm Rep Dekirmenjian to send the P&D Report and 2Q goals M17-076 to the board as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

None

**8. Adjournment:**

Comm Rep Triphahn made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:30 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary