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**MINUTES**  
**Building & Grounds Committee**  
**September 12, 2017**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on September 12, 2017 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Reps Dekirmenjian, Friedman, S. Triphahn, Chairman McGinn

Absent: Comm Rep Bettencourt, Castillo

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

Audience: Commissioners Kilbridge, Kinnane, R. Evans, Bickham; President Kaplan, Comm Reps Snyder, Wittkamp

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Dekirmenjian made a motion, seconded by Comm Rep Friedman to approve the minutes of the July 18, 2017 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Chino Park Community Gardens/M17-103:

Executive Director Bostrom reviewed the item noting that the district was working to receive a grant for part of the project. He explained that staff should know if they would receive the grant prior to the 2018 budget approval so that they could determine if additional funds from the district would be needed.

Chairman McGinn asked about the access to water and if participants needed hoses. Director Hugen explained that HEPD would provide a hose to the spigot similar to what the Village did. He also noted that the Village did not lock down the spigot but that if there was an issue with overuse or non-participant use, the district could look into that option.

President Kaplan asked if May was a good time to start renting the plots and it was noted that it was.

Comm Rep Triphahn asked how they would distribute plots and Executive Director Bostrom noted that the district would probably have a lottery for the first time and after that it would be returning, open to the community and possible open to outside the community. He also explained that they may choose to go from 16 plots to 24.

Commissioner K. Evans asked about a Hold Harmless agreement and Executive Director Bostrom explained that it would be like signing up for a program complete with the Hold Harmless.

President Kaplan asked about the fencing and Director Hugen said the district would supply stakes at the corners of the plot and prepare the soil.

Commissioner R. Evans asked about the fee and Executive Director Bostrom explained it would be in keeping with that of the Village. Commissioner R. Evans asked if the district would receive more grant money if they expanded the number of plots and Director Kies noted that they have been looking at additional grants for 2018.

Director Huguen explained there would be minimal labor charges to prepare the soil and only water charges after that.

Commissioner Bickham asked about vandalism and Director Kies noted that no one he spoke with had a concern for that.

Comm Rep Dekirmenjian asked if the district would take over the Village plots and Director Kies noted that we would not; the only interest was in expanding what was becoming a very popular activity.

No vote was required.

B. Parks Board Report/M17-104:

Director Huguen reviewed the report noting that the sand filters at Seascap were going to be replaced in 2018 and they were working with Jim Leuters on the items that should be replaced the first week of January 2018.

He also noted that the new floor was down in the old hockey proshop; that he was combining the BPC and Maintenance chemical orders for early purchase and a greater savings. He explained that the order would be about \$96,000.

Executive Director Bostrom reviewed the dehumidification unit at the Ice Rink noting that it was an air blower part on the system to be replaced and that Rink #1 had replaced theirs 6 years ago.

President Kaplan asked about the trophy presentation stages and Director Huguen explained that they had not been used for 4-5 years. President Kaplan also asked about Seascap preparation and Director Huguen explained that they would be checking the lines a month earlier than in the past.

Chairman McGinn asked if Fabbrini was on the burn list and Director Huguen noted that it was on an annual burn, however, that would not address the saplings in question and they would have to be removed by staff.

Comm Rep Friedman made a motion, seconded by Comm Rep Dekirmenjian to send the Parks Board Report M17-104 to the board as presented. The motion carried by voice vote.

C. P&D Report/M17-100:

Director Buczkowski gave an update on the PSSWC shower project noting that all the floor tile was down and they had begun the wall tile in the shower. He explained that sinks and counters tops would be in this week. He noted that the installation of the large tiles was a slow process but work was scheduled to be completed by September 30<sup>th</sup>.

Comm Rep Triphahn made a motion, seconded by Comm Rep Dekirmenjian to send the P&D Report M17-100 to the board as presented. The motion carried by voice vote.

**7. Committee Member/Commissioner Comments:**

Comm Rep Triphahn reminded everyone of the Uncorked at BPC September 15<sup>th</sup>.

Chairman McGinn thanked Commissioner K. Evans for running the last meeting in his absence.

**8. Adjournment:**

Comm Rep Friedman made a motion, seconded by Comm Rep Triphahn to adjourn the meeting at 8:42 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary