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**MINUTES  
BUILDING AND GROUNDS MEETING  
January 16, 2018**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on January 16, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner K. Evans, Comm Reps Friedman, Sernett,  
Chairman McGinn

Absent: Comm Reps Bettencourt, Dekirmenjian, S. Triphahn

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

Audience: Commissioners Kilbridge, Bickham, R. Evans, Kinnane,  
President Kaplan, Comm Rep Henderson

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to approve the minutes of the December 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. Parks Board Report and 4Q2017 Goals/M18-003:

Director Hugen reviewed the issue noting that the parks department had already completed 10 burns. Chairman McGinn asked about outside contractors and Director Hugen explained 3 sites were still done with an outside service due to the close proximity of the homes to the sites. Chairman McGinn also asked about the leak at BPC and Director Hugen explained that it was being repaired, that the room was expected to open in time for the February booking.

Commissioner R. Evans noted that this was the second occurrence and Director Hugen explained that they had identified the issue and that routine maintenance of the system twice a year should address it.

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to send the Parks Board Report and 4Q2017 Goals / M18-003 to the board as presented. The motion carried by voice vote.

B. P&D Report and 4Q2017 Goals/M18-001:

Director Buczkowski reviewed the issue. Commissioner K. Evans asked how tennis courts could be evaluated in the snow and Director Buczkowski explained that the district let the bid request out early, before the snow.

Commissioner K. Evans asked for additional explanation on the Architectural Services for the Building Envelope. Director Buczkowski noted that part of the CMP and GIS involved looking long-term into the replacement/repair of facilities i.e. roofs, window replacements, flashing, glazing, etc. and that presently the roof for TC was in need of repair/replacement. To that end a bid was let for Architectural Services on this item and once a relationship was established the park district could use the same architectural firm in determining other building envelope issues.

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to send the P&D report and 4Q Goals / M18-001 to the board as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

President Kaplan noted that it was a good start to the new year.

Comm Rep Friedman noted that he was happy to see the district supporting Alex in his Eagle Scout project and asked for donation information.

Chairman McGinn said he was looking forward to conference.

**8. Adjournment:**

Comm Rep Friedman made a motion, seconded by Comm Rep Sernett to adjourn the meeting at 7:18 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary