

**MINUTES**  
**BUILDINGS & GROUNDS COMMITTEE MEETING**  
**August 19, 2025**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Buildings & Grounds Committee was held on August 19, 2025, at 7:01 p.m. at Triphahn Center in Hoffman Estates, IL.

Present: Chairman Chhatwani, Commissioner Evans, Comm Reps Dowling, Kratochvil, Pilafas, Poeschel and Sernett

Absent:

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Deputy Director Bechtold, Director of Recreation Sweeney, Director of Administrative Services Rivas, Executive Assistant Flynn

Audience: President Friedman, Commissioners Dressler, Kaplan, McGinn, and MacGregor, Comm Rep Aguilar

**2. Approval of Agenda:**

Executive Director Talsma noted that Item A under New Business would be moved to Item E.

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

**3. Approval of the Minutes:**

Comm Rep Sernett made a motion, seconded by Comm Rep Pilafas to approve the minutes of the June 17, 2025 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

6. **New Business:**

A. Video Presentation – Adding Electricity to District Ponds

Director Huguen presented pictures and videos of several ponds, basins, and other waterways within the Hoffman Estates Park District properties, all of which have different aspects in terms of water flow, drainage, and shoreline. He highlighted the following:

- Some water areas are basins, not ponds. We do not control the water level in these; they could be dry at times, and when they do have water after a rain, it does not drain anywhere; there is no movement.
- Staff will make a recommendation in October regarding how to fully maintain a select number of basins moving forward. 95% of our ponds/basins are fine, but there are four or five that we need to make some decisions on.
- South Ridge Park is one of our largest. It has a fountain in the middle, but the fountain does not necessarily assist with movement. The North Ridge pond flows into South Ridge and the South Ridge pond flows to Westbury. Shorelines are fully established at South Ridge and Westbury.
- We hired a new Horticulture Specialist this year (Karlie), who is an ecologist, to work on our shorelines. Some ponds she has not looked at yet, and each one will be a 2–3-year process. All shorelines need to have “woodies” removed (non-grass / wood stem).
- Kingston Basin – no water flow; we own adjacent property, and the shoreline around one side, but the HOA owns the water. There is a shoreline all the way around.
- Charlemagne – large body of water; complete flow-through; no bubblers or fountains, but no issues and water continuously flows through.
- Whispering Pond takes on water from the street, and it all flows out to Seminole Park, which is a wetland.
- Bergman Pointe – 100% basin. Designed to not go anywhere. All homes and streets drain to this area, and the water stays here and eventually goes into the ground. We mow two mower passes around the shoreline. Shoreline is 10-15 all the way around. Burn every three years and mow every other year.
- Fabbrini has two large ponds. All water from the golf course flows into the first pond on west side. First pond is 2 ½ feet deep in the middle. This is here for flood control, and it flows into the large pond. Large pond has a village control on it that flows to South Twin to North Twin and then to the village storm drain under the interstate. The park district cannot control the water level here. Water lilies are natural and are doing what they are supposed to do. Root system is 10”.
- South and North Twin ponds were the first two that Karli worked on. Nothing out there is over 5 feet tall right now. Flowers are coming in nicely.
- Oak Preserve – we own a portion of the land here that includes a small body of water.
- Highland Park- has two bubblers; not a lot of flow but the bubblers do aide it; shoreline is 10-15 feet wide; wetland is adjacent to here – we maintain the edge of it to ensure it doesn’t encroach, but we cannot maintain inside the wetland (do not have the proper tools/boats/machinery).
- Small basin at Triphahn Center- the building drains into here and the apartment complex next to our building.

- Vogelei has been turned off for now as the OSLAD project is completed; it will have two fountains in it. The entire shoreline is being redone. This could be considered a basin as the water does not go in or out of the area.
- Evergreen – this has a lot of good water movement with flow; very thick shoreline.
- Chestnut – we have not started any work on the shoreline here; There are many volunteer trees along the shoreline. We will likely get to this shoreline this coming winter. Trees that are there will be pruned up and the shoreline will be kept at 4-5 feet.
- Victoria Park is a full-blown wetland. Last year we were able to mow down and burn a large portion of it. This is something that we can do every six years or so. The plan is to keep the area at bay and not let it encroach on other areas. The District does not do the burns out here as there is so much material and it gets extremely hot.
- Princeton Pond is our only body of water that does not have a natural shoreline. Years ago, there was a handshake agreement with the HOA; they wanted the riprap left in place and they would maintain a portion of the area beyond that. As a result, the pond takes on a lot of runoff from the neighboring yards, which exacerbates algae growth. The pond is only 2 ½ feet deep in the middle. The outflow is higher than the current water level. If they lower the outflow there would be no water. CT – it is not the responsibility of the park district to clean up any body of water, and we could leave them in their natural state. We do treat them to help with the algae to a certain extent, but where the basins have no water movement, there will be algae and duckweed and water lilies, etc.. Developers have sold houses with the promise of “lakefront property.” We installed a solar fountain and treated the water once per month. We brought in an outside firm to get an estimate for how much it would cost to keep it as clean as possible: it would be \$500-600 per week, or over \$6,000 per season, assuming appropriate rainfall. The HOA mows the property all the way around and the clippings are thrown from the mower directly into the water.
- Yorkshire Basin – very small basin. We have been treating it for cattails. If we didn’t treat it, it would be full with two feet of water.
- Yorkshire development also includes McDonough – same as Princeton. Water comes in and stays unless it rains, in which case there is some water movement. Slightly deeper at 3-4 feet in the middle. We own the shoreline and the basin for both Yorkshire and McDonough basins, but the value to the district in terms of recreational use is quite small.
- Walnut Basin – name of development is “Walnut Pond Estates,” which is misleading. The shoreline is fully exposed up to 20 feet, and then water in the middle. The homes are not draining into this basin, but into another one with a stormwater culvert. This is because Walnut Basin cannot hold that much water. Extremely shallow.
- Black Bear – was higher in the past, but it was lowered to prevent neighboring homes and our path from flooding. We do have power out there. For about \$2,000, we could put a 5hp pump in the pond that would move the water and solve the issue here.
- Hunters Ridge – good ponds with full flow through it.

Director Hugen noted that we wanted to have discussions regarding options for maintaining Princeton, Yorkshire and McDonough, and Black Bear. These are the newest waterways in the district. They do not have bubblers or fountains. We are looking for suggestions. Director Hugen has spoken to residents at Princeton and has suggested they take back the ownership

and control of their basin. Many want to, but many others who don't back to the water are not interested.

Executive Director Talsma added that we do not want these basins, as they do not aid the district in our mission, and we would like the HOAs to take them. Or if the HOAs pay to bring in power, we will put in bubblers and pay for the ongoing power to run them.

Comm Rep Kratochvil said he thought the MWRD owns the water. Director Hugen said no, they do not own anything, they just oversee the water flow.

Director Hugen added that we maintain all of the other ponds in the district for less money than the three or four that we are concerned with.

Comm Rep Dowling asked if we treat for mosquitoes. Executive Director Hugen said no we do not treat for mosquitoes or ticks. There is a separate organization that is responsible for that.

#### B. 2025 Virtual Park Tour

Director Hugen presented a drone video tour of parks and playgrounds that have recently been renovated, are currently under construction, or are scheduled for replacement in the next year. The following items were highlighted:

- Moon Lake Park was completed earlier this year and has been a huge success with area residents consistently visiting the park.
- Two dog parks – Bo's Run near Willow Rec Center and Freedom Run out on the west side of town. We added new dog park equipment to create an obstacle course (for small dogs) at Bo's Run. We have received good reviews. Freedom Run is almost 300 yards long. We added a couple new pieces to the small dog area, and several to the large dog area. We moved garbage cans and dog poop bag containers up to the front near the gate, which received some complaints, but it is better for staff to maintain them without having to attract the dog by moving the red cans across the park.
- Hunter's Ridge – replaced the playground this year; used to be surrounded by tall, unmaintained grass, but is now mowed grass; synthetic turf under the playground; the zip line is a hit.
- Pebble Park – next to Cipri which is currently receiving a playground replacement. At Pebble, we have a 9v9 and a 7v7 field, with micro fields within the 7v7 field. We program and rent this often.
- Cipri Park – large land designed to hold water. The village owns a large drainage area (currently a sunken pipe that they are waiting to repair until we are finished with our project). The shelter just arrived, and we hope to have the concrete pad and shelter installed in the next couple of weeks and then finish the grass around it.
- Sycamore Park – adjacent to Lincoln Prairie School (District 54). Practice football field has been regraded. Baseball/softball field is being changed to a tee ball field. New playground has a sidewalk that extends to the sidewalk along the street, as well as toward the school via a crosswalk across the parking lot. The other baseball field will be a little league field with a home run fence at 200' (4<sup>th</sup> grade and under).

- Vogelei Park – multi-golf course if fully designed but the targets will not go in until it is grassed. In-house staff have removed the earthwork and playground. The playground company started this week to stake out the new layout. We used the extra dirt over in the multi-golf area to create berms.
- Tall Oaks – the playground here is up for replacement in 2026. It is a very large property mostly dense trees. There is a sidewalk from the street to the playground (no neighborhood sidewalks here), and a mulched pathway on the southwest side of the creek. The shelter will remain; the playground equipment will be replaced with a synthetic turf fall surface.

Comm Rep Sernett asked if there had been a bench added to Poplar Park recently. Director Hugen said yes.

Comm Rep Kratochvil asked what determines which ponds get burned and how often? Director Hugen said the plants around the pond and the water level. It would not be done more than once every three years. He added that at Yorkshire it would be no more than every three years.

C. Golf Course Superintendent Position /M25-079

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to recommend to the full board to approve the new position of Golf Course Superintendent as part of the upcoming 2026 budget.

Executive Director Talsma stated that Director Hugen has overseen the superintendent level at the golf course for the last few years. In order to get a qualified candidate, we need to get the word out and interview in January, so staff is asking for board approval to include this new position in the 2026 budget.

Commissioner Kaplan asked what the interaction is between Kurtis Hartwig (Golf Operations Manager) and Golf Maintenance Operations. Director Hugen said that they don't necessarily interact at all. Anything that has to do with the golfer is Kurtis. Anything that has to do with what grows out of the ground or with the bathrooms/facilities is the superintendent.

The motion carried by voice vote.

D. Parks, Planning & Maintenance Board Report / M25-077

Commissioner Evans made a motion, seconded by Comm Rep Sernett, to include the Parks, Planning & Maintenance August Board Report in the August Executive Director's Report.

Commissioner Evans said he noticed some paths marked with orange or white cracks and asked if they were being surveyed for repair or if they were warnings/cautions. Director Hugen said these areas are planned for repair.

Commissioner McGinn asked how many offices were created with the Wolves space. Director Hugen said that seven offices were renovated for Recreation staff.

The motion carried by voice vote.

**7. Comments:**

Executive Director Talsma introduced new Community Rep Bill Kratochvil.

Comm Rep Poeschel thanked Director Hugen for the education on the ponds and basins and said the virtual park tour was great.

Comm Rep Pilafas thank you for the tours; getting a wholistic view of the park district is important and necessary. Excited to see the progress we are making.

Commissioner Evans asked if we could put the ponds and basins video on the website. Executive Director Talsma said we are in the process of building a new website and we could build this into our mapping system with still photos and explaining what type of waterway is there and what the maintenance plan is. Commissioner Evans said we could add a picture of what the shoreline will look like in a couple of years.

Commissioner Chhatwani thanked Director Hugen for the presentations. She reminded everyone that the next B&G and Rec & Facilities meetings will be on Tuesday, October 21 (September meeting is canceled due to the NRPA Conference).

Executive Director Talsma reminded everyone that the September A&F and Board meetings will be on Tuesday, September 30 due to Rosh Hashanah.

**8. Adjournment:**

Comm Rep Sernett made a motion, seconded by Comm Rep Poeschel to adjourn the meeting at 8:11 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant