



1685 West Higgins Road, Hoffman Estates, Illinois 60169

heparks.org **t** (847) 885-7500 **f** (847) 885-7523



AGENDA
REGULAR BOARD MEETING NO. 1117
TUESDAY, OCTOBER 28, 2025
7:00 p.m.
Triphahn Center

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
Motion to approve the agenda as presented.
4. RECOGNITION
 - A. Employee Longevity Proclamation
 - Sergio Cabral – 10 Years
 - B. Employees of the 3rd Quarter 2025
 - Part-Time: Brian Smith
 - Full-Time: Adam Mogilinski
 - C. Best of Hoffman 3rd Quarter 2025 – Rachel Ozog
 - D. Robert Kaplan – Board Member Service Anniversary Award - 10 Years
5. COMMENTS FROM THE AUDIENCE
6. RECESS FOR A&F COMMITTEE MEETING
Motion to recess the Board Meeting for the purpose of convening the Administration & Finance Committee Meeting.
7. RECONVENE FOLLOWING A&F COMMITTEE MEETING
Motion to reconvene the Board Meeting.
8. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
Motion to approve the Consent Agenda items A through K.
 - A. Fertilizer and Chemical 2026 Early Order Bid / M25-094 (see B&G October packet)
 - B. Lightning Detection System / M25-096 (see B&G October packet)
 - C. 2026-2030 Capital Expenditures Plan / M25-090 (see B&G October packet)
 - D. Policy Changes / M25-099 (see A&F October packet)
 - E. Open and Paid Invoice Register: \$1,035,462.89 (see A&F October packet)
 - F. Revenue and Expenditure Report (see A&F October packet)
 - G. Acceptance of B&G Minutes 8/19/2025 (see B&G October packet)
 - H. Acceptance of Rec & Facilities Minutes 8/19/2026 (see Rec & Facilities October packet)
 - I. Acceptance of A&F Minutes 9/30/2025 (see A&F October Packet)

All meetings are held in the boardroom of the Scott R. Triphahn Community Center & Ice Arena at 1685 W. Higgins Road in Hoffman Estates, unless otherwise specified. If an accommodation or modification is required to attend this public meeting please call 847-885-7500 with at least 48 hours' notice.



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- J. Approval of Public Hearing Minutes 10/21/2025
- K. Approval of Regular Board Meeting Minutes 9/30/2025

9. PRESIDENT'S REPORT

10. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT

Motion to adopt the Executive Director's Report as presented.

11. OLD BUSINESS

12. NEW BUSINESS

A. Limited Bond Issue Ordinance / M25-098 / O25-004

Motion to approve Ordinance O25-004 for the issuance of \$3,350,000 of General Obligation Limited Bonds, as approved by the Executive Director upon final negotiations of the interest rate, not to exceed 5%.

B. IAPD Credentials Certificate / M25-089

Motion to approve the IAPD Credentials Certificate with the appointment of the delegate and 1st, 2nd, and 3rd alternates as follows:

Delegate: *Marc Friedman – President/Commissioner*
1st alternate: *Raj Chhatwani – Vice President/Commissioner*
2nd alternate: *Robert Kaplan – Treasurer/Commissioner*
3rd alternate: *Keith Evans – Asst. Secretary/Commissioner*

C. Approval of Executive Session Minutes

- March 25, 2025
- June 17, 2025

Motion to approve and release the minutes from the Executive Sessions held on March 25, 2025 and June 17, 2025.

(These minutes were reviewed during the September 30 Executive Session but not approved, as this item was not on the open session portion of the Board agenda.)

13. COMMISSIONER COMMENTS

14. ADJOURNMENT

Motion to adjourn the meeting.



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**MINUTES
PUBLIC HEARING
ON INTENT TO ISSUE BONDS
October 21, 2025**

1. Roll Call:

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on October 21, 2025 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Friedman, Commissioners Chhatwani, Dressler, Evans, Kaplan and McGinn

Absent: Commissioner MacGregor

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

Audience: Comm Reps Aguilar, Kratohvil, Sernett, Poeschel, Pilafas, Dowling, Bettencourt, Henderson, and Kulkarni

3. BINA Hearing Announcement:

Executive Director Talsma explained that this hearing was to announce the intent of the Park District to issue general obligation limited tax park bonds in one or more series over the next three years in an aggregate amount not to exceed \$10,000,000.

4. Public Input:

No public comments.

6. Adjournment:

The hearing was adjourned at 7:01 p.m.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant



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**MINUTES
REGULAR BOARD MEETING NO. 1116
September 30, 2025**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on September 30, 2025, at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Friedman, Commissioners Dressler, Evans, MacGregor, and McGinn

Absent: Commissioners Chhatwani and Kaplan

Also Present: Executive Director Talsma, Director of Finance & IT Hopkins, Deputy Director Bechtold, Director of Administrative Services Rivas, Director of Recreation Sweeney, Executive Assistant Flynn,

Audience: Comm Reps Harner, Henderson, Wilson, and Winner

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

Commissioner MacGregor made a motion, seconded by Commissioner Dressler, to approve the agenda as amended. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Recess for A&F Committee Meeting:

Commissioner McGinn made a motion, seconded by Commissioner MacGregor to recess the Board Meeting at 7:01 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

6. Reconvene Following A&F Committee Meeting:

Commissioner MacGregor made a motion, seconded by Commissioner Dressler to reconvene to the Regular Board Meeting at 7:40 p.m. The motion carried by voice vote.

Comm Reps Harner, Henderson, Wilson, and Winner left the meeting.

7. Consent Agenda:

Commissioner McGinn made a motion, seconded by Commissioner MacGregor to approve the consent agenda items A through F.

On a Roll Call: Carried 5-0-2

Ayes: 5 Dressler, Evans, Friedman, MacGregor, McGinn

Nays: 0

Absent: 2 Chhatwani and Kaplan

- A. Audit Service Provider / M25-086 (see A&F September packet)
- B. Open and Paid Invoice Register: \$552,793.32 (see A&F September packet)
- C. District-Wide Operations Statement and Revenue and Expenditure Report (see A&F September packet)
- D. Acceptance of A&F Minutes 8/26/2025 (see A&F September Packet)
- E. Approval of Special Board Meeting Minutes 8/19/2025
- F. Approval of Regular Board Meeting Minutes 8/26/2025

8. President's Report

President Friedman attended the Legislative Luncheon with Commissioner Chhatwani and Deputy Director Bechtold. Since the last meeting, he has spent 42 hours with his baseball team. He represented HE Parks with staff in the Chamber golf outing – they placed first but gave the prize to the second place team. We received a nice letter from Peter Murphy with IAPD regarding the golf outing held at Bridges. He attended the NRPA Conference in Orlando. He played in the IAPD golf event in Glenview.

9. Adoption of Executive Director's Report:

Commissioner Dressler made a motion, seconded by Commissioner McGinn, to adopt the Executive Director's Report as presented.

Executive Director Talsma added that the Village of Hoffman Estates passed an ordinance regarding electric bikes and electric scooters (motorized). Their ordinance does allow some classes of these to use village sidewalks and paths. The Park District, however, will not allow any motorized vehicles on park district property. We will add decals and signage wherever appropriate. Additionally, some students have been locking their electric bikes to our benches, tables and fences at parks adjacent to schools (eg., Pine Park). We will put signs up in these locations as well to prevent this.

The motion carried by voice vote.

10. Old Business:

None

11. New Business:

A. Membership in IPBC for Health Insurance / M25-091 / O25-003

Commissioner McGinn made a motion, seconded by Commissioner Evena to approve an 11-month agreement with Intergovernmental Benefit Personnel Cooperative (IPBC) for Health, Dental, Vision and Life Insurance for approximately \$113,000 per month.

On a Roll Call: Carried 5-0-2
Ayes: 5 Dressler, Evans, Friedman, MacGregor, McGinn
Nays: 0
Absent: 2 Chhatwani, Kaplan

B. Termination of PDRMA Health Program / M25-093 / R25-004

Commissioner McGinn made a motion, seconded by Commissioner Evena to approve Resolution R25-004, terminating the District's membership in the PDRMA Health Program, effective January 31, 2026.

On a Roll Call: Carried 5-0-2
Ayes: 5 Dressler, Evans, Friedman, MacGregor, McGinn
Nays: 0
Absent: 2 Chhatwani, Kaplan

12. Executive Session:

Commissioner Evans made a motion, seconded by Commissioner MacGregor to move to Executive Session at 7:54 p.m. for the purposes of:

- A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act
 - March 25, 2025
 - June 17, 2025
- B. Appointment, employment, compensation, discipline, performance, or dismissal of any employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.

On a Roll Call Vote: Carried 5-0-2
Ayes: 5 Dressler, Evans, Friedman, MacGregor, McGinn
Nays: 0
Absent: 2 Chhatwani, Kaplan

13. Reconvene following Executive Session:

Commissioner MacGregor made a motion, seconded by Commissioner McGinn to close the Executive Session and reconvene to the Regular Board Meeting at 8:12 p.m. The motion carried by voice vote.

14. Commissioner Comments:

Commissioner Dressler thanked the Park District participation and sponsorship at Platzkonzert. She enjoyed the NRPA Conference sessions she was able to attend; she mentioned some seniors were looking for the bench that used to be at Sycamore Park.

Commissioner McGinn attended the Mayor's 45th year celebration, which had a great turnout with several other local mayors.

Commissioner MacGregor walked around Vogelei the other day, and says the park looks amazing. He's looking forward to bringing his grandkids there. He attended the NRPA Conference and enjoyed attending the session, the exhibit hall, and all of the people he met from around the country.

Commissioner Evans thanked the District for a successful Chamber golf outing and the NRPA Conference experience. He shared his write-up which will be sent to other commissioners.

15. Adjournment:

Commissioner McGinn made a motion, seconded by Commissioner MacGregor, to adjourn the meeting at 8:20 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING NO. 1117**

EXECUTIVE DIRECTOR'S REPORT

October 2025

PARKS DIVISION REPORT

MOTION

Recommend to the full board to include the Parks, Planning & Maintenance October Board Report in the October Executive Directors Report.

ADMINISTRATION & CAPITAL PROJECTS

Sycamore Park

At Sycamore Park HEParks crews laid 8 full semi loads of sod for the two outfields and the end zone of the football field. This was a long couple of days laying sod, but everything went well. Staff have been able to keep up with watering by using our Kifco watering reels and lots of hours of staff watering areas that were dry. The next task at Sycamore Park is the installation of the home run fence on the southwest ball field. This will be completed by our in-house crews with a goal of completing it by mid-November. If the weather stays good, we also plan to add infield mix to the northeast ballfield prior to winter.

Willow Recreation Center Renovations

The renovations at Willow Recreation center started on 8/18/2025, and while there are still items to be completed such as the front entrance doors being converted to sliding doors (expected mid-December) and upgrades to all lights (expected completion 10/31/25) the majority of the project has been completed. HEParks staff have been working hard to complete this project since Bear Construction completed the concrete walls, door, and window framing. The new front desk entrance area, multipurpose rooms (both levels), two new fitness centers, and a great gymnastic center along with the upgrades to the hallways and floors all turned out great.

Valley Park

Concrete work and restoration around the concrete have been completed at Valley Park. The concrete from the public sidewalk to the baseball/softball field and into both dugouts was removed and replaced with the landscaping around the area cleaned and re-grassed. The concrete on the half basketball court was also removed, and restoration was completed. The basketball court was raised almost 7 inches to become level.

Vogelei Park OSLAD Renovations

Vogelei Park is starting to look like a park again. The playground contractors have completed the installation of the playground equipment and are starting on the splash pad this week. Our fall surface contractor has completed the fall surface for the new playground as well. HE Parks staff have completed the grassing around the greenhouse and the multi golf course. Staff completed all the plantings for the sensory garden which includes over 80 plantings. The work on Vogelei Park will continue into next year with an anticipated opening in the spring of 2026.

AQUATICS AND BUILDINGS

Triphahn Center:

- Replaced pressure switches and relay for ignition board on Rink 2 dehumidification unit.
- After a blown fuse, rewired the motor and it's now running successfully. Also replaced mechanical seals on spa motor pump.
- New lighting fixtures were installed at the ice box.
- Compressor rebuilds were completed for the ice rinks, and Rink 2 is up and running.

Bridges of Poplar Creek:

- Replaced faucets and sensors in women's bathroom.
- Completed AED electrical for climate-controlled cabinet.

The Club at Prairie Stone:

- Banda plumbing repaired a leak in the play feature in the activity pool.
- Tile work was completed on the hot tub and multiple shower cartridges were replaced.

Willow Rec Center:

- Renovations continued at Willow Rec. Removed carpet, painted walls, and installed rubber floor for the fitness center. Prepped and painted walls in front desk area and built/installed new front desk.
- The floors in front lobby and the viewing area for gymnastics were painted. Cabinets were set for front lobby area.
- Hung sound panels in racquetball court and in the gym.
- Installed new electricity at the front desk and wired for front desk TV.
- Installed all new emergency lights and exit signs in mini gym, and reinstalled door.
- Ran data cables from server room to front desk and back desk. Terminated data cables for I.T.
- Ran new electric from electrical room to new fitness center.
- Door alarm wiring and security camera wiring were re-installed in mini gym.
- New water bottle filler was installed downstairs, outside of mini gym.
- Ran new electric for 100" TV on lower level.
- Installed complete kitchen cabinets and sink in downstairs room.
- Repaired electrical run for upstairs emergency lighting.

Vogelei:

- Plumbers finished the tap for the greenhouse gas heater.
- Completed electrical work in the greenhouse.

Seascape/Parks:

- Seasonal shut down is complete at Seascape & winterization started; splash pads are turned off for the season.
- Adjusted timers for the lights at the pickleball courts.
- Replaced cartridges at South Ridge women's restroom and a toilet seat at Fabbrini.

PARKS

Parks & Forestry:

- Event prep for Haunted Hoffman and Pumpkin Splash fall events, including transporting pumpkins and hay bales.
- Restorations after fire damaged a porta potty and fence structure at Victoria.
- Turf removal and construction prep at Vogelei.
- Drainage installation at Sycamore Park. Prepared seed bed and applied seed & mulch, then sod was installed and watered.
- Ponds were treated for algae at Westbury, Black Bear, Princeton, Yorkshire & Vogelei.
- Completed woody plant removal at Evergreen.
- Landscape cleanup at Willow Rec entrance.

Playgrounds:

- Conducted routine playground checks and inspections; sprayed weeds.
- Repaired broken gate latch at Freedom Run Dog Park.
- Replaced tennis nets at Evergreen; fixed broken swing at Fairview.

Athletic Fields:

- Prepped baseball fields at Cannon and Fabbrini, cleared warning tracks and raked infield.
- Striped all North & South ball fields, as well as flag football and cricket pitch.
- Mowed, striped, and set goals for soccer fields at various parks.

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
PARKS, PLANNING & MAINTENANCE**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Parks Shoreline Maintenance	Maintain healthy shorelines with water views and access points.	O
1Q Comments:	Shorelines have been mowed and/or burned, and inspections have begun.	
2Q Comments:	Shorelines and water views/access points continue to be maintained.	
3Q Comments:	Shorelines and water views/access points continue to be maintained.	

Cipri Playground	Replace the playground and fall surface at Cipri Park.	C
1Q Comments:	Playground equipment is purchased and installer selected. Install is fall of 2025.	
2Q Comments - Complete	Playground and fall surface have been installed.	

Sycamore Park Playground	Install a new playground at Sycamore Park in the fall of 2025.	C
1Q Comments:	Playground equipment purchased; installer has been selected with work to be performed in summer of 2025.	
2Q Comments:	Playground installation is in progress with expected completion date of August 10.	
3Q Comments - Complete	Project completed in September with grown in taking place.	

Bell Works Playground	Install a new playground at Bell Works once Bell Works has completed land donation.	D
1Q Comments – Deferred to 2026	Project is estimated to begin in 2026.	

Park Shelter Renovations	Renovate the park shelter at Olmstead Park and water overlook shelter at Fabbrini Park.	D/O
1Q Comments:	Shelters will be renovated later in 2025.	
2Q Comments:	Shelters will be renovated later in 2025.	
3Q Comments:	Olmstead Shelter moved to 2028 with the playground replacement at Olmstead. Fabbrini is being completed.	

Dog Park Features	Install new dog park features at Bo's Run and Freedom Run.	C
1Q Comments:	Equipment has been ordered.	
2Q Comments - Complete	New dog park ramps and toys have been installed and old wooden structures have been removed.	

Seascape New Park	Finish the new park at Seascape Family Aquatic Center to be open before the pool opens.	C
1Q Comments:	Estimated open date of May 16, 2025.	
2Q Comments - Complete	Moon Lake Park is complete. Ribbon cutting ceremony took place on May 17.	

Hunters Ridge OSLAD	If the OSLAD is awarded, start the first phase of the OSLAD project at Hunters Ridge.	C
1Q Comments:	No OSLAD, new playground renovation is underway.	
2Q Comments – Complete	New playground equipment and fall surface are installed, and new park opened on May 24.	

Vogelei Park OSLAD	Continue the Vogelei Park OSLAD project to be completed by year end.	O
1Q Comments:	Phase one is near completion with phase two in process.	
2Q Comments:	Old playground, splash pad and landscape walls have been removed; staff is working on earthwork plan; installation of new equipment is expected in mid-August, with additional phase two work to follow.	
3Q Comments:	Playground and Sensory Garden installed. On track to open in the spring of 2026.	

Facility Upgrades at WRC	Conversion of racquetball courts to functional fitness/ninja warrior; mini gym conversion to gymnastic center and facility front entrance renovations.	O
1Q Comments:	Project to start August 18, 2025.	
2Q Comments:	Project to start August 18, 2025.	
3Q Comments:	Majority completed, lights and front doors still to be completed. Lead times were extended by manufacturers.	

Vogelei Barn Upgrades	The upstairs of Vogelei Barn will be renovated to become a multipurpose space.	O
1Q Comments:	Project to start October 2025.	
2Q Comments:	Project to start October 2025.	
3Q Comments:	Project will start October 27.	

BPC Patio Furniture	Purchase new patio tables and chairs at BPC.	C
1Q Comments - Complete	Purchase completed and equipment is out on the patio.	

BPC Driving Range Artificial Mats	Replace all artificial mats at the driving range with continuous artificial turf to match the new area installed in 2023.	C
1Q Comments:	Project started 4/9/2025.	
2Q Comments - Complete	Installation of the new mats and restoration around the mats was completed in May.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
ADA Certification	Staff members beginning the process of becoming ADA Certified to complete our next Accessibility Assessment.	O
1Q Comments:	Looking into options for certification.	
2Q Comments:	Looking into options for certification.	
3Q Comments:	Plan to complete in 4th quarter.	

TC Spa Handicap Lift	Replace the handicap lift for the spa at TC.	O
1Q Comments:	Being scheduled.	
2Q Comments:	Being scheduled for later in the year.	
3Q Comments:	4th quarter project.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Hold Special Events for Environmental Awareness	Hold Earth Day, Seed Bombing, Invasive Removal and Seed Collection events.	C
1Q Comments:	Events are all planned.	
2Q Comments:	Earth Day, Seed Bombing and Invasive Plant Removal Events were held at various parks. Seed Collection is planned for October.	
3Q Comments - Complete	Seed collection event took place October 11.	

Audubon International	Continue the certification process for becoming Audubon Cooperative Sanctuary Program for Golf Courses	O
1Q Comments:	This process is ongoing.	
2Q Comments:	This process is ongoing.	
3Q Comments:	This process is ongoing and will not be completed in 2025. The process has started and should be completed in 2026.	

Arboretum Status at Vogelei	Once greenhouse and tree nursery are complete apply for and receive complete arboretum certification.	O
1Q Comments:	Once the OSLAD project is finished then staff will apply.	
2Q Comments:	Once the OSLAD project is finished then staff will apply.	
3Q Comments:	Once the OSLAD project is finished then staff will apply.	

Controlled Burns at Select Parks	Contract with vendor to complete controlled burns in sections of Victoria and Hunters Ridge Park.	O
1Q Comments:	Victoria Park complete. If necessary, Hunters Ridge burn will take place in the fall or winter.	
2Q Comments:	Victoria Park complete. If necessary, Hunters Ridge burn will take place in the fall or winter.	
3Q Comments:	Remaining burns will take place as weather allows.	

Groundmaster 7200 Mower	Purchase a Groundmaster 7200 mower.	C
1Q Comments:	Purchase of new mower is complete, waiting on delivery.	
2Q Comments - Complete	New mower has been received.	

Utility Vehicle Purchases	Purchase a Workman HDX and Workman 2110 or similar.	C
1Q Comments:	Purchase is complete, waiting on delivery.	
2Q Comments - Complete	Utility Vehicles have been received.	

BPC Main Floor Vinyl Flooring	Replace all flooring at BPC on the main floor with vinyl.	C
1Q Comments - Complete	Project Complete	

Fleet Vehicle Purchases	Purchase two fleet trucks to replace a GMC 2500 and Dodge Ram 2500.	C
1Q Comments:	Orders have been placed; delivery is set for May 2025.	
1Q Comments - Complete	Fleet trucks have been received.	

Kids Room and Playground Area Renovation at The Club	Convert old kids' room to multipurpose room and old playground area to outdoor fitness area.	C
1Q Comments:	Kids' room conversion is complete and outdoor is in progress.	
2Q Comments - Complete	Outdoor fitness area is complete.	

Wolves Offices & North Side Rooms Renovations	Convert Wolves' offices into usable space for HEParks staff and renovate north side offices to become multipurpose rooms.	O
1Q Comments:	Scheduled for August/September 2025.	
2Q Comments:	Staff has removed furniture and patched holes in the walls. Painting and carpet will be done soon, as outdoor weather allows staff to work indoors.	
3Q Comments:	Recreation Offices are complete and remainder of project is set for November and December of 2025.	

The Club Third Tennis Court Conversion	Convert the old third tennis court area into more fitness opportunities.	C
1Q Comments - Complete	Renovation completed.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Engineering for The Club Roof Project	Release an RFP / obtain proposals for the engineering for the roof replacement at The Club.	O
1Q Comments:	Working with vendors to provide a proposal for roof construction.	
2Q Comments:	Working with vendors to provide a proposal for roof construction.	
3Q Comments:	Working with vendors to provide a proposal for roof construction.	

Facility RTU Replacements	Replace RTU 1 and 3 at TC and RTU 11 and 13 at The Club.	C
1Q Comments:	Planning is in place.	
2Q Comments:	Cahill Heating & Air has been selected/approved by the Board for this work, to begin soon.	
3Q Comments - Complete	Units were installed the week of October 13.	

Zamboni Purchase	Purchase a new Zamboni for ice operations.	C
1Q Comments - Complete	Order has been placed; expected delivery November 2025.	

Replace Stairs Treads at TC	Replace all stair treads at TC.	C
1Q Comments - Complete	Treads were replaced on 4/7/2025-4/11/2025.	

Valley Park Concrete Work	Replace and/or repair concrete paths at Valley Park and replace the concrete half basketball court at Valley Park.	C
1Q Comments:	Weather dependent work.	
2Q Comments:	Weather dependent work.	
3Q Comments - Complete	Completed	

Asphalt Repairs – Multiple Locations	Complete crack fill and sealcoating at the following district owned parking lots: The Club, Seaside, South Ridge South, Huntington Park. Path overlays will be completed at Huntington-South Ridge and Walnut Pond.	C
1Q Comments:	Agreement with contractor is in place, all work dependent on weather.	
2Q Comments:	Seaside, South Ridge and Hunters Ridge parking lots are complete. Parking lot at The Club and path overlays at Walnut Pond are being scheduled.	
3Q Comments - Complete	Completed	

BPC Kitchen Appliances	Replace Vulcan Warming Oven and Kitchen Sink with pre-rinse faucet assembly.	C
1Q Comments:	Oven has been ordered and receiving quotes for the faucet assembly.	
2Q Comments:	Vulcan Oven is installed. Staff is still investigating options for faucet assembly.	
3Q Comments - Complete	Vulcan oven replaced and sink assembly is working great and not being replaced with GIS dates changed.	

BPC Bridge Abutments	Install new bridge abutments from bridge to existing asphalt on remaining bridges not completed in 2024.	C
1Q Comments:	To be completed on 4/15/2025.	
2Q Comments - Complete	Project was completed in April.	

BPC Patio Grill Station	Build a new area for an outdoor grill station at BPC in the area near the halfway house.	D
1Q Comments:	To be completed on 4/15/2025	
2Q Comments – Deferred to 2026	Pushing back this project, as the cost exceeded our budget expectations. Staff will reevaluate for 2026.	

Resurface Whirlpool Bottom at The Club	Remove the existing tile bottom and have it resurfaced during normal pool closure for maintenance.	C
1Q Comments:	To be completed during pool shut down in August.	
2Q Comments:	To be completed during pool shut down in August.	
3Q Comments - Complete	Completed	

RECREATION DIVISION REPORT

Motion:

Recommend to the full board to include the September Recreation Board report in the August Executive Director's Report.

Recreation Division

- An Open House will be held on Wednesday, October 15 from 3:00-7:00 pm at Willow Recreation Center. Tumbling Times will be in the gymnastics studio and allow children to try the new gymnastics studio. The renovated fitness center, which includes an updated cardio room and new strength room, will be open for guests to use and they also will be able to sign up for a fitness membership. Our new sports/active classes vendor, Hot Shots Sports will be in the gym running games with families and kids.
- Haunted Hoffman and the Trick or Treat Path will be held at Fabbrini Park on Saturday, October 18 from 10:00 am to 2:00 pm.
- Gymnastics classes will resume the week of October 20 at the new WRC gymnastics studio. Enrollment for the classes is trending really well, and staff expect more registration at the WRC Open House.

Early Childhood

- We have started weekly programs for Early childhood called Adventure Academy and have run two: "Pirate and Mermaid Adventures" and "Monster Trucks".
- 2's and 3's Playschool at WRC were not offered in the fall due to the renovation project. Classes will begin in January and will be offered in the Winter Flipbook; registration will begin October 15.

Preschool	24/25 WRC	25/26 WRC	24/25 TC	25/26 TC
2's Playschool	6	N/A	10	7
3's Playschool	N/A	N/A	6	7
3's & 4's Preschool	34	35	60	56
Total	40	35	76	70

Enrichment Classes

Name	TC	WRC
Lunchbox Adventures	7	4
Little Innovators Academy	7	8
Preschool Book Club	5	7
Four Seasons Explorers	5	N/A
Culinary Kids Club	8	4
Playdough Power	8	NA

School-Age STAR/Summer Camp

STAR

- There are 448 STAR Enrollments for the 2025/2026 school year.
- As of October 6, there are 115 children on the waitlist, the majority of which are at Whiteley (55). The staff has moved more than 90 students off the waitlist and are actively working on hiring additional STAR counselors.

District 54	Before 3 days	After 3 days	Before 5 days	After 5 days	24/25 Enrollment (for the year)	25/26 Enrollment (as of 10/6)
Armstrong	4	11	21	19	57	55
Fairview	2	8	13	16	42	39
Lakeview	1	5	7	24	37	37
MacArthur	8	16	37	45	92	106
Muir	1	6	12	23	47	42
Lincoln Prairie	3	15	22	20	44	62
District 15						
Whiteley	6	11	28	62	109	107
Total	24	73	140	208	428	448

Dance/Baton

- Priority registration for winter dance classes will begin on 10/7/2025.

Dance Activity	Fall 2024 (Classes offered)	Fall 2025 (Classes offered)	Fall 2024	Fall 2025
Junior Company	1	1	7	7
Performance Company	1	1	9	9
Star Dance Company	1 (4 levels)	1 (5 levels)	28	35
Company Tap	2	3	10	21
Creative Movement	0	1	0	4
Ballet/Tap	7	7	50	46
Ballet/Jazz	5	6	40	42
Jazz/Hip Hop	5	5	47	45
Tap	1	2	4	9
Specialty	2	5	27	43
Total	25	32	229	261

- HOTT Theater presented their performance of *Xanadu* from September 26th to 28th, with 20 participants enrolled.
- HOTT Theater has started rehearsals for their Spring show The Wizard of Oz with 46 enrolled. They have also begun rehearsals for the 2025 performance of the Nutcracker with 47 enrolled.

Athletics

- Gymnastics numbers are lower than the 2024 total due to one less session offered in the fall as renovations and transition to the new gymnastics studio take place at WRC. Classes will resume in the new studio the week of October 2.

Youth Sports Activity	Fall 2024	Fall 2025
Shotokan Karate	134	123
Tae Kwon Do	20	9
Bear Fall Basketball Camps & Clinics	52	49
Sports Kids, Inc Classes	42	94
VolleyKidz	N/A	14
HUSC Soccer Fundamentals	20	37
Flag Football Fall Clinic	N/A	21
Track & Field	N/A	13
Youth House League Soccer	185	225
Gymnastics	353	171
Total	806	756

Youth House League Soccer Program

- Below is a breakdown of numbers for each age group and a comparison of the fall numbers of 2024.
- Soccer totals have seen a 22% increase in participant numbers from fall of 2024
- Youth House League Soccer games began the weekend of September 13/14. The season will run through October 26 and conclude with a family fun day once again this year.

Level	2024	2025	Variance
Pre-K	20	24	+4
KG	27	31	+4
1 st /2 nd Boys	47	44	-3
1 st /2 nd Girls	17	21	+4
3 rd /4 th Boys	32	34	+2
3 rd /4 th Girls	10	24	+14
5 th /6 th Boys	29	47	+18
5 th /6 th Girls	3	0	-3
Totals	185	225	+40

- The Men's Basketball program continues to increase in numbers. The fall season started on September 17 and will run through the end of October. There are 5 team registrations and 24 individual registrations, pushing the league to 6 total teams.
- Although the Men's 12" Softball League for summer was not held due to low enrollment, the fall league is up and running with 6 teams. The season will run 8/25-10/6.

Adult Sports Activity	Fall 2024	Fall 2025
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Adult Men's Basketball League (Teams)	N/A	4
Men's 12" Softball	4	6

Field Rentals

- Cannon Crossing will serve as the home field for Game Time Events Fall Youth Baseball. The first weekend of games started August 9. The league will run on weekends through the first week of October. In the month of September, GameTime Events played a total of 76 games at Cannon Crossings.

Aquatics

- Fall swimming lessons begin the week of September 8 and session one will end on October 21. The Pumpkin Splash will be held on October 12.

Type of Lesson	2024	2025
Parent/Tot	28	14
Tots	16	12
Group Classes	185	110
Adult	16	9
Swim Lessons for All	0	6
Total	245	151

Adults & 50+

- Prior to the start of Yoga for Arthritis, staff offered two free trial classes in September. Staff hopes to see this new program increase.
- Plans are under way for a Senior Center Open House on Friday, November 7 from 9 to 11am. The goal of the open house is to showcase the wide range of programs and offerings available at the Triphahn Center for active adults and seniors.
- Our Program Manager of Senior Programs attended the Village Senior luncheon on August 20 and September 17, which was a great opportunity to cross-promote offerings.
- On August 12, the 50+ Drop In Pickleball program resumed at the Triphahn Center and meet on Tuesdays and Thursdays from 8:30 am-12:00 pm. There are 4 courts for drop-in play. Find total passes sold below:
 - 1-Visit= 0
 - 3-Visit Pass=2
 - 10-Visit Pass=16

50+ Events	Date	Enrolled
Seniors out Socializing-Bonefish Grill	9/4	16
Seniors out Socializing- Perry's Steakhouse	9/19	14
Tai Chi	9/17	6

Yoga for Arthritis (New Program)	9/17	2
Lunch & Learn-Senior Helpers	9/18	9
Pub Trivia	9/24	25
Birthday Lunch	9/26	12

Special Events/Outreach

- Village of Hoffman Estates PlatzKonzert was September 5-7 at the Village Green. The Park District assisted with KinderPlatz on September 6 and 7 with kids German Bingo, bracelet making, creating keepsake frames and designing fall bookmarks. Kid zone ran from 12:00-5:00 pm.
- The Fall Garage Sale, September 13 was from 10:00 am to 3:00 pm at the Seascape lot. The event was delayed by one hour due to rain. We had our largest garage sale yet with 50 vendors and an estimated 200 shoppers. We were happy to partner with We Care Recycling to donate a truck load of items.
- Pink the Rink was a success on October 4 with 52 skaters. It was a great collaboration with the skating/ hockey teams and especially with Asension Hospital.

Upcoming Events

- The District will have a table at Fire House Visits on October 4 and October 11.
- The Seed Collection Volunteer Event is October 11 from 8:00 to 10:00 am at Charlemagne Park.
- Haunted Hoffman/Trick or Treat Path is on October 18 at Fabbrini Park from 10:00 am to 2:00 pm. This year's event will include: 5 larger inflatables including Caspers Haunted Maze and an Enchanted Forest Club, three food trucks, and a new scavenger hunt telling the story of There was an Old Lady That Swallowed a Bat on the Hayride. The Trick or Treat path has been enhanced with some new costumes. Entertainers will be Zombie Zumba, a comedic juggler, Scribble Monster, and the Bubble Guy Scott Ingerson. This is our biggest collaborative event with help from Recreation and Parks Department staff.

Friends of HEParks Days

- Friends of HEParks Golf Day at Bridges was held on September 5. The foundation brought in \$1,100 on auction items.
- Toptracer Friends of the HEParks event was October 4 and a \$350 donation was made to the foundation.

Recreation Facilities Memberships/Room Rentals

Triphahn Center Fitness

	<u>09/30/2024</u>	<u>01/01/2025</u>	<u>09/30/2025</u>	<u>Var. */-</u>
Billed Members	542	623	617	-6
Healthcare Members	69	87	58	-29
Total	611	710	675	-35

- TC had 42 new members join in the month of September. Although down from the beginning of the year, memberships are up by 75 members over last year at this time.
- TC Rental Total: 54 room rentals in the month of September.

Willow Rec Center Fitness & Racquetball

	<u>09/30/2024</u>	<u>01/01/2025</u>	<u>09/30/2025</u>	<u>Var. */-</u>
Billed Members	133	135	126*	-9
Health Care Members	7	6	1	-5
Racquetball	26	20	21	+1
Total	166	161	22	-159

- *With Willow under construction, WRC members were not billed for September. The number shown represents the 8/30 number plus one new member.
- WRC had 1 new member join in the month of September.
- WRC Rental Total: 11 room rentals in the month of September.

Dog Park Memberships

	<u>09/30/2024</u>	<u>01/01/2025</u>	<u>09/30/2025</u>	<u>Var. */-</u>
Total	478	453	409	-69

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
RECREATION DIVISION**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Enhance athletic programs with improved continuity, higher enrollment, and increased sports leagues	Continue to track enrollment, create league camaraderie activities, and keep communication and feedback consistent.	O
1Q Comments:	The Youth Basketball Season was successful. We saw a 50 participant increase in the Little Hoopers program. The overall youth basketball program ran smoothly with good communication to our coaches and parents. We plan to model this format with all other athletic program offerings to increase enrollment numbers and to offer better communication to our families.	
2Q Comments:	<p>New programs continue to launch, with strong participation in the VolleyKidz youth volleyball program held Sundays at Willow. Interest and enrollment grow steadily each session.</p> <p>Spring House League Soccer concluded in early June with the debut of the <i>Spring Fling</i>—a festive season-end event featuring 3v3 games, bounce houses, face painting, and participation medal presentations.</p> <p>Spring T-ball wrapped up in late June with a celebratory banquet recognizing players and teams. Families enjoyed food, fun, and time together to mark the end of the season.</p> <p>The athletics department remains focused on expanding and enhancing programs to deliver the best possible experience for all participants.</p>	
3Q Comments:	Fall House League Soccer started on September 2. Staff worked with marketing to promote the program via a variety of avenues. An Early Bird discount was offered to those who registered by August 10. There was a 40 player increase in enrollment over the 2024 Fall League Soccer.	
Offer more youth fitness programming at parks and gyms	The new Willow Facility Manager will be adding this youth fitness focus to his/her job duties.	O
1Q Comments:	Youth fitness programming will be added into our Pop-up Park events this summer.	
2Q Comments:	The Willow and TC Facility Managers are meeting to plan some fitness programming once renovations are completed at TC and WRC.	
3Q Comments:	The Willow Facility Manager is offering a student introduction to equipment and gym etiquette class in December to 14–18-year-olds.	

Provide special aquatics events at The Club pool and Seaside	Offer new events at both facilities	C
1Q Comments:	The Club successfully ran our first-ever Glow Pool Party. This event was sold out. For summer, Seaside is planning to run our first ever Dolphin Derby Party. This event is one of our Friends of the HEParks days.	
2Q Comments:	Seaside hosted the Dolphin Derby on June 21 and Decorate the Deck on July 9, with both events benefiting Friends of HEParks. National Ice Cream Day will also be celebrated later this month.	
3Q Comments - Complete:	Seaside hosted the following events over the summer: Dolphin Derby, Worlds' Largest Swim lesson, Decorate the Deck, National Ice Cream Day and Bingo by the Pool. The Pumpkin Plunge will return for the 2nd year in October at The Club.	

Initiate a campaign to promote the new dog features at Bo's Run and Freedom Run Dog Parks.	Collaborate with Marketing on a campaign to publicize our dog park improvements.	O
1Q Comments:	This has been discussed as one of several dog park events for this year. The two facility managers will be meeting soon to start planning for an event most likely to take place in late summer once a completion window is determined. The Parks Department plans on the updated dog equipment being installed by July.	
2Q Comments:	Updates to the park have taken place. Plans for an event are ongoing.	
3Q Comments:	The WRC Facilities Manager and the Supt of Community Outreach and Events are planning a dog event that will take place in the fall.	

Provide more extensive and structured volunteer coach training and clinics.	Provide new opportunities in-season and off-season to keep coaches engaged and connected to our coaching leagues.	O
1Q Comments:	Ongoing- Aces Soccer offer their curriculum and their coaching staff at each practice to help the volunteer coaches each night to run their practices. We will offer a flag football coaching clinic as we continue to get closer to the start of this program.	
2Q Comments:	The flag football program transitioned to a clinic format, eliminating the need for volunteer parent coaches and allowing for more consistent instruction. Looking ahead to the fall House League Soccer season, athletics staff will partner with Aces staff to provide structured coaches' training clinics both before and during the season to better support volunteer coaches and improve overall experience.	
3Q Comments:	There was a fall soccer Coaches Meeting held on August 28 and soccer Coaches Clinics will be offered on October 9 and October 16.	

Evaluate E-Sports center for potential alternative uses.	Use the Vogelei space for other offerings seasonally and in summer as a campsite.	C
1Q Comments - Complete	Evaluation complete - Cleaned out E-sports and Parks staff are completing renovations to create HOTT Theater hub as well as continuing to research contractual programs to go into the space.	

Increase aquatic program offerings, including evening and weekend outdoor swim lessons and aquatic exercise classes at Seaside.	Create a new structure for classes and offer lap swim at Seaside.	C
1Q Comments:	Seaside has begun advertising with members-only lap swim hours that will take place in the morning prior to operational hours. Seaside will be offering World's Largest Swim Lesson which will be a free 30-minute lesson in the evening for all those who register.	
2Q Comments - Complete:	Aqua fitness classes were offered at Seaside this summer in partnership with The Club. Splash and Explore campers receive swim lessons as part of their camp day.	

Plan ahead for Willow Recreation Center renovations to include a gymnastics center and functional fitness/ninja fitness areas.	New Willow Facility Manager will assist Tumbling times transition and help new Functional Fitness area thrive.	O
1Q Comments:	Meetings are underway, narrowing down the new gymnastics' equipment and flooring surface. The Club GM is working on the new Fitness area in the one racquetball court.	
2Q Comments:	All gymnastics equipment and flooring as well as fitness equipment have been chosen and ordered. Construction is scheduled to start August 11.	
3Q Comments:	Construction began on August 11. The parks crew is finalizing the renovations, and they are scheduled to be completed in October. An Open House will be held on October 15. Gymnastic classes are scheduled to start the week of October 20, and the Fitness Center will reopen in the month of October as well.	

Increase early childhood parent-child offerings for infant to 2-year-olds	Add night and weekend classes for working parents with children under the age of 3.	C
1Q Comments:	Planning is underway with contractual programs and Early Childhood staff for Fall. We plan to offer more open gym playtime opportunities for weekends.	
2Q Comments:	This fall, a new Gym Drop-In program called Mini Movers for ages 0-3 will be offered, along with expanded programming led by our playschool teachers.	
3Q Comments - Complete	Fall classes and the new Gym Drop-In program called Mini Movers for ages 0-3 started the week of September 8. Staff continues to work with marketing to promote these offerings.	

Include more active adult offerings for age 30-50 (art/fitness/socialization)	Work with the new Program manager to create trips for adults and add programming opportunities for 30-50.	C
1Q Comments:	We are working with the current 50+ participants at the Triphahn Center to expand our clubs and groups, offering a diverse range of programs from cultural arts to fitness. We are actively seeking instructors for music, dance, art, and fitness classes. After several meetings, we are focused on developing and implementing yoga programs, piano lessons, and music	

	classes, with the goal of launching them by May-June as part of our long-term offerings. Additionally, we regularly seek input from our participants on program and trip ideas, ensuring their feedback is incorporated to make events more successful.
2Q Comments:	Since April, three open play card groups have averaged 8-14 players. After recent instructor interviews, new piano, dance, and fitness classes will soon be finalized. Planning for a Senior/Active Adult open house this fall is under way. A new yoga class starts in August. This fall, trips include a Lake Geneva luncheon cruise, a Chicago Art Institute and Lou Malnati's visit, and a Paramount Theatre showing of <i>White Christmas</i> .
3Q Comments - Complete	Two popular fitness classes at TC, Women of Steel and Bootcamp continue to be offered. Adult Basketball and Softball Leagues were also offered and are both running this fall. The 50+ Manager is meeting with newly hired art/watercolor and yoga instructors to attempt to schedule classes to offer in the 4th quarter.

Provide more opportunities for Track & Field and running/training clinics	Work with local school coaches to collaborate on Track and Field opportunities.	C
1Q Comments:	Our athletic manager is working to plan a niche track and field program for the Hoffman Estates community.	
2Q Comments:	A new Track and Field program was developed and offered in July and August, receiving strong interest. Participation numbers will be reported in the third-quarter goal update.	
3Q Comments - Complete	The Track and Field program has proven to be a very well received. The summer sessions had 45 participants, and staff was so popular that staff continued the program into the fall.	

Improve Guest Service training at Willow and Triphahn.	The new Facility Managers will collaborate on guest service training and create a new staff handbook.	O
1Q Comments:	During the Facility Managers' meeting, the need for training, when to do it, and specific issues/topics were discussed. Future quarterly meetings with dates published months in advance will be implemented for both buildings to be trained together. In the short term, individual training will take place.	
2Q Comments:	Staff meetings are now held quarterly, with combined (TC/WRC) meetings planned. Managers have introduced a memo binder and expanded the use of Microsoft Teams to improve internal communication, enabling the front desk to better assist customers. Additionally, staff are in the process of updating the desk operation manual and developing targeted trainings and resources.	
3Q Comments:	The facility managers have updated the desk operation manual and have developed an on-boarding system for new Guest Service staff.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
Continue to promote M.O.R.E. opportunities in underserved areas	Have a structured M.O.R.E. outreach template	C
1Q Comments:	The team has set dates for these- the next step will be to reach out to local housing communities within Hoffman Estates to set specific locations.	
2Q Comments:	M.O.R.E. events are scheduled at Renew Apartments on July 16 and EnClave Apartments on August 6. Additional events are planned for August and September."	
3Q Comments - Complete:	M.O.R.E. events were held on July 23 at ReNew Apartments and at Enclave Apartments on August 6. The M.O.R.E. van was also at the following events this spring and summer: Easter Egg Hunt, Kids to Parks, Unplug Day, all Freezy Friday's, several school PTO events, the village Car Show, and will be at Haunted Hoffman.	

Create more dog-friendly events.	Willow Facility Manager will create new dog events for warmer months.	O
1Q Comments:	The team will meet to develop some ideas that will take place this summer and fall. A few "national" pet holidays have been identified as a possible starting point. A year-round plan for 2026 will be created with dates to help pre-plan and market for next year with annual events at each site.	
2Q Comments:	Plans for dog-friendly events are ongoing.	
3Q Comments:	The WRC Facilities Manager and the Supt of Community Outreach and Events are planning a dog event that will take place in the fall. A Howl-O-Ween event will take place at Bo's Run on October 29.	

Provide intergenerational opportunities	Create intergenerational opportunities within programs to increase community involvement	C
1Q Comments:	Music with the Ages occurred in March to bring a collaboration with our preschoolers and seniors. Additionally, we are looking to partner with Harper College, College of DuPage, and Elgin Community College to offer technology classes and presentations, which will add a new dynamic to the Triphahn Center Senior Lunch and Learns.	
2Q Comments - Complete	Expanded volunteer opportunities have attracted more older residents. Teen Camp participants have been collaborating with younger STEAM Camp campers on activities. Staff are also coordinating with the Cook County Forest Preserve to offer intergenerational fall fishing programs.	

Expand the "Swim for All" initiative through marketing and outreach	Work with Marketing and Scholarships to have a year-long marketing plan for Swim for All.	O
1Q Comments:	Seascape will be offering World's Largest Swim Lesson, which will be a free 30-minute lesson in the evening for all those who register.	
2Q Comments:	Completed the World's Largest Swim Lesson on June 26 with 39 participants. Aquatics is also working with the marketing team to continue	

	<p>promoting the Swim for All campaign.</p> <p>3Q Comments: A free Swim For All lesson was offered on September 14 and staff will be offering one more in the 4th quarter.</p>	
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Create a 50+ hub at WRC	Create free programs for 50+ weekly out of Willow Recreation Center	O
1Q Comments:	We are currently exploring new program ideas, clubs, and groups for the Willow Recreation Center (WRC), especially as the facility will soon undergo construction and maintenance. Our goal is to enhance the WRC offerings by introducing art, music, and pickleball activities in rooms that are underutilized during the week. We see significant potential for these spaces to host art and music programs on a regular basis. Additionally, we are considering outdoor fitness classes and dog obedience sessions, utilizing the dog park located on the facility grounds.	
2Q Comments:	After completing instructor interviews, staff plan to expand music and fitness programs at Willow. The 50+ team will meet with Willow Facility Manager to discuss ideas and scheduling post-renovation.	
3Q Comments:	An Open House will be held once the renovations have been completed and the Senior Center Manager will be on hand to discuss programs/drop-in offerings that are a good fit for WRC.	

Strengthen and build more village community partnerships in programming	Senior and adult program managers will be adding a focus on community outreach.	O
1Q Comments:	We are exploring options to offer free vaccination clinics in partnership with Jewel-Osco, CVS Pharmacy, or Walgreens. Additionally, we are reaching out to Harper College in Palatine to expand technology programs and presentation opportunities for their students. We are also collaborating with local libraries and park districts to gather insights into successful initiatives and share ideas.	
2Q Comments:	Ascension will hold a fall flu clinic on October 16 at Triphahn Center, and Jewel will offer RSV, COVID, and shingles clinics at the Senior Center in November. Our Senior Program Manager participates in the IPRA senior committee to share programming ideas and will meet quarterly with a neighboring park district to collaborate on programs.	
3Q Comments:	The Supt of Community Outreach and Events and Senior/Adult Manager have joined the following community committees and commissions: Chamber Fishing Derby, Village Fourth Fest, Arts Commission, Cultural Awareness Commission, and Sr Citizen Commission. They have attended/are planning on attending the following community events: D211 Job Fair, Fishing Derby, Fourth Fest, PlatzKonzert, Chamber Car Show, Summer Concerts on the Village Green, National Night Out, Mayor's Recognition Event, Hispanic Heritage Day and October Fire Dept Open Houses	

Provide more Go Hoffman walking events at various parks, team with The Club (stroller, dog, glow walks)	Work with NRPA and Walk with Ease to enhance walking within the district.	O
1Q Comments:	Working to create a consistent schedule of these. We will start by tapping into the Senior community already utilizing our facilities/parks. This will also tie into our Walking with Ease grant.	
2Q Comments:	The first Go Hoffman event is set for September 17 at Fabrinni Park, which will be busy with soccer and baseball that evening. The Walk with Ease program is underway and the Senior Program Manager officially trained. Fall indoor and outdoor walks are planned through the NRPA program.	
3Q Comments:	A fall kickoff walk was held on October 16 and a free 6-week Walk with Ease course will be held October 21 to November 25. There will also be Go Hoffman evening walk in conjunction with the Hall-O-Ween Dog Event at Bo's Run on October 29.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Investigate opportunities for text alerts for program changes	Purchase a rainout line or other comparable resources.	O
1Q Comments:	We are looking into purchasing the Rainout line texting app or other software/app options, this can help in many programming areas with alerts.	
2Q Comments:	Aces introduced the Player 360 App and is used in the House League Soccer program. Staff are still investigating other apps, but want to see how the new district website can be utilized.	
3Q Comments:	Staff will be getting a quote soon from Statusfy, a service that allows for status information updates for facilities, events, and programs. Updates can be made via mobile app, website or dial-in phone line. Users can receive notifications of updates via text, app or email.	

Work toward getting HE Parks as a desired baseball tournament space	Increase revenue by 20 percent for the spring/ summer season. Create a marketing campaign in Fall of 2025 to secure more Tournament play.	C
1Q Comments:	We have secured rental dates with Seminole Sports and Game Time. They will be renting space at Cannon Sports Complex to host their tournament games. Staff will continue to report on numbers as the rentals take place. The rental dates vary from spring to fall of 2025.	
2Q Comments:	As a host site, Cannon Crossings successfully hosted five spring tournaments; two with Seminole Sports and three with Game Time Event generating \$21,780 in rental revenue. Staff is coordinating with Game Time Events to secure fall dates for a youth baseball league that will run mid-August to mid-October and will continue working with both organizations to schedule the 2026 season.	
3Q Comments - Complete	Staff coordinated fall dates with Game Time Events to rent fields for youth baseball league that will run mid-August to mid-October.	

	Discussions have already begun with both organizations to schedule the 2026 season.
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Re-invent the Vogelei Barn (rental space, activity/gym room, nature/art space)	Work with the Parks Department on upstairs and lower space needs.	C
1Q Comments:	E-Sports at Vogelei barn is now closed and we are working on clearing it out to move HOTT theater into that lower-level space. Additional offerings will be added to this space.	
2Q Comments:	Hott Theater has been practicing and using the lower level of Vogelei. Construction of upstairs will begin in the fall.	
3Q Comments - Complete:	HOTT Theater continues to use the lower level of Vogelei. Construction upstairs will begin late fall, and programs will begin in the space in January.	

Evaluate improvements to gymnastics space at Vogelei; move to Willow mini gym.	Work with Tumbling Times manager to coordinate the move in the Spring for gymnastics	O
1Q Comments:	Vogelei gymnastics will be closed September 29-October 11. We continue to keep open lines of communication with Tumbling Times. We are working on getting quotes on new equipment and flooring.	
2Q Comments:	Vogelei will be closed from September 29 to October 11. A reduced class schedule will be offered at Willow this fall. Staff will soon meet with Tumbling Times to outline programming following the Willow renovation.	
3Q Comments:	Tumbling Times classes are scheduled to start in the new gymnastics studio at WRC the week of October 20. Staff will also be offering some open gym times and birthday parties in the space.	

Once the Little Stars Childcare program space is renovated, plan for providing additional programming and rental space in the Triphahn Center	Brainstorm with programmers on ideas for the open room space in childcare, including new and existing programs.	C
1Q Comments:	We have reached out to a couple of different contractors, The Medical School, and Soulful Creatives Art, to start adding new classes in the fall.	
2Q Comments:	TC Room 107 has been emptied and freshly painted. This fall, new contractors including The Medical School, Chess ED, Magic 321, and Adventure Academy will begin offering classes. Rooms 105 and 106 are scheduled for renovation in the last summer/early fall and will be used for programming and rentals.	
3Q Comments - Complete:	Rooms 105 and 106 are scheduled for renovation in late fall and will be used for programming and rentals beginning in 2026.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Increase safety drills (fire, lockdown, tornado) at all Willow and Triphahn.	Have new Facility Managers collaborate with HR/Risk on a set timeline. Work with the police and fire department for training,	C
1Q Comments:	The Facility Managers will work with the HR/Risk Mgmt. teams shortly after the new hires have started. A plan will be created to address related training, communication between different city departments, and timelines for future drills. An annual checklist of drills and training that will be recommended each year.	
2Q Comments:	The Facility Managers have met with HR/Risk Management and began addressing facility safety, including training and drills. New first aid kits are in place at each facility, and emergency kits are being developed. Additional preparedness areas have been identified, with plans for fall training and drills currently in early development.	
3Q Comments - Complete:	Preschool and Playschool had a Lock-Down Drill on September 10 and have Tornado drills scheduled for October 15 and 16 as well as monthly fire drills.	

Streamline the room rental process and create a user-friendly online option	Facility Managers will work with the marketing and business departments to complete this project.	C
1Q Comments:	The new facility managers are working on this project.	
2Q Comments:	An online request form has been created and is live on the district's website. Additional action will take place this fall when the new website is complete as well as updates based on renovations at TC and WRC.	
3Q Comments - Complete:	Staff are working with marketing to finalize updates based on renovations at TC and WRC to be reflected on the new website.	

Evaluate entrance points at Triphahn Center and Willow Rec Center to have fewer entrance/exit points, especially in the evening	Facility Managers will work with Marketing to advertise changes and create signage.	O
1Q Comments:	The Facility Managers are identifying building usage needs and patterns. Plans are underway.	
2Q Comments:	TC entrance points have been evaluated and new hours for the North Entrance were implemented in June. Staff will evaluate Willow once renovations have been completed.	
3Q Comments:	Staff will evaluate Willow once renovations have been completed.	

Launch a flag football league for youth ages 10 to 18	Collaborate with local schools to be a feeder for these team sports. Also create relations with local park districts for partnerships.	C
1Q Comments:	We have partnered with Overtime Athletics to run the first season of youth flag football. They are in agreement with the NFL Flag football program structure to be able to use their NFL Flag logos. We will offer a spring clinic, summer leagues, and fall clinics. We look forward to starting the marketing campaign to drive enrollment to have a successful season. We	

	will continue to report on numbers.
2Q Comments:	Athletics staff partnered with marketing and Overtime Athletics to promote our new flag football program. Initially planned as a July/August league, low registration led to a shift toward a seven-week clinic focused on fundamentals and gameplay, with 26 participants currently registered. Staff are also exploring partnerships with local park districts for the future to increase participation.
3Q Comments - Complete:	Overtime Athletics is running a session of Flag Football Clinics this fall. Staff are also exploring partnerships with local park districts for the future to increase participation in 2026.

Increase participation in volleyball programs at Willow.	Collaborate with local volleyball coaches and publicize with marketing the district's new offerings. Keep up with current volleyball trends.	C
1Q Comments:	We have partnered with VolleyKidz to offer our youth volleyball program. We offer different fundamentals and Match play class offerings. We offered our first sessions at the start of February. Through the start of the April sessions, we have had 53 kids participate in the program. We will continue to work with our marketing team to promote our youth volleyball program. We look forward to continuing to grow this program.	
2Q Comments:	Participation for VolleyKidz youth volleyball held on Sundays at Willow has been well received and continue to grow each session and build a presence in the community.	
3Q Comments - Complete:	VolleyKidz youth volleyball classes are being held at Willow for the fall. The adult drop-in volleyball continues to be popular as well. Volleyball will be promoted at the WRC Open House.	

Hire full-time facility managers for Triphahn Center and Willow Rec Center	Hire these new 2 nd shift staff members.	C
1Q Comments - Complete	Anna Thoma has been hired at the Facility Manager at Triphahn Center and William Anderson has been hired at Willow Rec Center. Their start date was March 1.	

Offer a full-day camp for the first-time camper	Add an 8:30am -2:30pm camp for individuals who have never been in camp before.	C
1Q Comments - Complete	Splash and Explore camp will be running this summer at both WRC and TC. Swim lessons are included and lower key field trips.	

Offer a full-day dance camp at Willow starting in 2025 Summer	Create a 9am-3pm dance camp	C
1Q Comments – Complete	We will be offering 3 weeks of all-day dance camp this summer at Willow. Lesson plans are underway, which will include dance, outdoor activities, and swim time. A show for the parents will end each session.	

Create community partnerships with STAR and Camp	Have local agencies visit STAR and camp sites to teach safety and community resource topics	O
1Q Comments:	We will be bringing community organizations into summer camps, including HOTT theater and MORE van.	
2Q Comments:	The library visited camps this summer, and staff are exploring new ideas for the fall.	
3Q Comments:	Staff will continue a partnership in communication with School District 15 and 54 and will be attending several school sponsored Trunk or Treats in October.	

FACILITIES AND MARKETING DIVISION REPORT

Motion:

Recommend the October Facilities & Marketing Report be included in the October Executive Director's Report for Board approval.

Bridges General Programs:

- Fall Toptracer Leagues will begin the week of October 6th. Both Wednesdays & Thursdays leagues are sold out!
- Our Fall Event registration is available for remaining list below at <https://www.bridgesofpoplarcreek.com/upcoming-events/>

Fall & Winter Event Schedule

- Senior Scramble I – October 1 - Sold out with 144 players
- Fall 4-Person Scramble October 19
- Senior Scramble II – October 22
- Yappy Hour – October 25
- Turkey Shoot – November 1
- Toptracer 4-Person Scramble – November 15
- Light Up the Garden – November 29
- Toptracer Range Family Day – November 30
- Breakfast with Santa & Winter Fest – December 6
- Yappy Hour – December 13

Golf Rounds

MONTHLY ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
4,435	4,218	3,681	4,122	3,901	4,071
YTD ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
26,614	25,126	27,586	29,218	27,665	27,242

Range Information

MONTHLY RANGE BASKET SALES TOTALS					
2021	2022	2023	2024	2025	5 Year Average
2,685	2,826	2,607	2,780	2,606	2,701
YTD RANGE BASKET SALES TOTALS					
2020	2021	2022	2023	2024	5 Year Average
18,553	15,686	19,054	20,449	19,183	18,585

Toptracer Hour Totals

MONTHLY TOPTRACER RESERVATION HOUR TOTALS				
2022	2023	2024	2025	4 Year Average
439	640	572	419	518
YTD TOPTRACER RESERVATION HOUR TOTALS				
2022	2023	2024	2025	4 Year Average
3,121	4,934	5,636	5,495	4,797

Food & Beverage

September

2 breakfasts servicing 50 guests
 2 dinners servicing 66 guests
 1 birthday servicing 118 guests
 1 family reunion servicing 35 guests
 9 outings servicing 963 guests

October

1 baby shower servicing 48 guests
 1 golf outing with lunch ticket only servicing 74 guests
 1 golf outing servicing 36 guests
 1 ceremony only servicing 70 guests
 1 ceremony and reception servicing 51 guests

Golf Outings

2025: 33 Shotgun Events

2024: 32 Shotgun Events

Weddings

2026
 2 reception only
 6 ceremony and reception

2025
 9 ceremony and receptions. 2 cancelled.

2024
 9 ceremony and receptions, 2 reception only



September 2025

Membership Totals	<u>09/30/2024</u>	<u>01/01/2025</u>	<u>09/30/2025</u>	Var. +/-
Totals	<u>2,806</u>	<u>3,020</u>	<u>3,311</u>	<u>+291</u>

Member Services/Sales & Fitness

- **September New Member Enrollments:** Though the Club team had some challenges along with rest of the district in the month of September, they were certainly able to continue bringing in new members! September was a very strong month of new enrollments, bringing in 159 new members! We reduced our enrollment fee to \$29 and offered an extra bonus of receiving October free as an additional incentive to keep new enrollments strong. One thing to note is we are up over 500 members compared to this time last year!
- **Referral Program Success:** Member referrals are a key indicator of membership satisfaction. In September, we had 36 new members joining as the result of a referral from an existing member. Each member referring received a free month of dues!
- **United Healthcare Renew Active Program:** We recorded 95 Renew Active pass holders visit the Club in September, though we expect this number is off from actual visits due to the systems being down.
- **Community Outreach:**
 - Club staff spent September working diligently on the October open house event for the members and community.
- **Facility Rentals:** Facility rental numbers are starting to pick up slightly, with lots of requests coming in for the winter months
 - 45 volleyball rentals
 - 15 pickleball court rentals
 - 5 pickleball group classes in month of September
 - 4 birthday parties
 - 15 basketball court rentals
- **Fitness Team/Operations Team Initiatives:**
 - The Club began a women's round robin pickleball league in September. This 8-week league will finish with bracket play for the championship in the final week.
 - The Club team has spent a lot of time this month on final preparations for our upcoming open house at the beginning of October.
 - Although operations were impacted with the system outage mid- to end of month, the team did an excellent job keeping day-to-day operations going as seamless as possible for our members and guests.

- The whirlpool tile project is complete; whirlpool is full and operational!

TC Ice Operations

General

- We are hosting the Glen Ellyn Speed Skating Event on 10/25 for speed skaters across the Midwest.
- We are hosting the CCM Deep Dish Tournament 10/17-10/19 which is an elite level tournament for girls.
- CCM World Invite tournament is 11/7-11/9 which is the largest tournament in the world and hosted by all the rinks in the Chicagoland area, we will host around 40 games over the weekend on both rinks.
- Hosted 30 games for Super Series Steel Ice Breaker Tournament 9/5-9/7 totaling 50+ hours.
- Dasher Boards were deep cleaned.

Figure Skating

- We had our second Pink the Rink event that featured our three competition teams, performance team and 36 of our competitive skaters.
- We have partnered with the Learn to Skate committee as well as US figure skating to host a coach's seminar on November 2nd. We will have 70+ Directors/coaches in attendance.
- Our winter session will start up the week of October 20th going through mid-December.
- We had our high school meeting and are getting ready to kick off our 2nd season; they will have their first competition in December.
- We have started planning our Holiday exhibition that will take place on December 14.

Public Skate

- Pink the Rink sponsored by Ascension was 10/5, we had giveaways and fall/winter programming highlighted at the event
- Halloween themed “Spooky Skate” is set for 10/26
- Hosting an afternoon school day off public skate on Monday 10/13.
- (3) Public Skates in September totaling 114 patrons

Hockey

- Wolf Pack team managers and coaches attended the NWHL scheduling meeting, and seeding round games are now scheduled.
- Several Wolf Pack teams have officially kicked off their seasons with their first games.
- We are offering a skills-only option again for players who are not yet ready to join a team, providing a great opportunity for development at their own pace.
- Jr. Wolf Pack Fall Session 2 classes will start mid-October and run through mid-December; enrollment numbers will be updated next month
- New Wolf Pack jerseys and socks are set to arrive in Mid-October

Hockey League	2024	2025
Mites 8U	17	15
Squirts 10U	17	16

Peewee 12U	36	28
Bantam 14U	13	27
Midget 18U	17	0
U12 Wolverines	16	16
U14 Wolverines	0	15
U16 Wolverines	17	16



Marketing Report

BRIDGES

In September, Bridges continued promoting golf activities and seasonal events through a variety of marketing campaigns, both internally via print and online. Future marketing opportunities were assessed, and more permanent signage was elevated to enhance brand quality of the facility. Promotions were executed for Toptracer Range, Yappy Hour, and Live Music with updates made to the marquee and website event page. Marketing analysis of wedding platforms was concluded and a focus on The Knot and Zola will continue over the next year. Targeted emails throughout the month promoted golf outings, TaylorMade golf fittings, weddings, social beer garden events, and Toptracer Range.

THE CLUB

In September, The Club continued their digital marketing efforts through Facebook video and static ads promoting their annual Open House (10-4-25) which garnered 240,085 impressions and 361 clicks. Local SEO continued to improve with targeted keywords, increasing search engine rankings and a 5% increase in Google Map lead calls. Marketing collateral was created to promote monthly member specials; pickleball clinics/leagues, along with updating the online event page. Promoted annual Open House (10-4-25) through social media along with internal communications via posters and email blasts.

OTHER

In September, staff continued to promote park district programs and events throughout the community. Brian W. attended the HE Chamber Board of Directors meeting and participated in the HE Chamber golf committee to support their outing at Bridges. Attendance at HE Chamber and SBA events provided an opportunity to further promote park district initiatives and strengthen community relationships.

All District May C&M Production Metrics

In September, the Communications & Marketing team focused heavily on two major internal projects: preparing the Winter Explore Program Guide and managing a four-day photo shoot with Digital Alliance. Despite these large undertakings, the team actively promoted fall programs and events—supporting six key campaigns including Haunted Hoffman and Pink the Rink—through a mix of digital ads, social media, emails, and signage. A total of 48 production tasks and 44 subtasks were completed, covering copywriting, design, and technical coordination.

Email marketing saw six newsletters sent with healthy open rates (32–39%) despite seasonally lower click-throughs. On social media, 76 posts were published—a lower volume by design to prioritize major projects—yet engagement remained strong, with Facebook reach topping 130,000 and Instagram interactions up nearly 60%. Website traffic dipped 39% due to seasonal trends and a temporary outage on RecTrac pages, though user engagement stayed strong on popular content like Haunted Hoffman and the Program Guide. The team also supported outreach at Platzkonzert German Fest, maintaining community connections through this annual event.

Metric Category	C&M - District	Bridges	The Club
Area Summary	C&M prepared and launched early fall advertising campaigns, advanced design and production for the Winter Explore Program Guide (Interactive Flipbook) and completed pre-production and a four-day professional photo shoot with Digital Alliance. Continued weekly collaboration with Prolific Digital on the new website redesign, focusing on content migration, user experience refinements, and asset development. Promoted district programs and events through coordinated email, social media, and print marketing, balancing fall promotions with strategic planning for winter launches.	Golf Outings and Toptracer Range deliver great results; wedding platforms assessed; event attendance is great with ongoing support from internal and online marketing collateral.	Constant growth in local SEO and backlinks with an increase in search engine rankings (nine 1st place rankings and five 2nd place rankings on Google). Turf area classes continue to engage members.
Campaigns	Haunted Hoffman Family Fest, Ascension's Pink the Rink, Early Childhood Programs, Adult Basketball, Continuing Soccer, and Fall Community Garage Sale plus production on winter program guide, professional 4-day photo shoot, and website redesign	HEParks Days, Golf Outings, Toptracer Range Fall Leagues, Weddings, Live Music, and Yappy Hour	Member Promotions, Referrals, Open House
Marketing Materials	Winter Program Guide layout and Flipbook production, photo shoot coordination and editing, event and facility signage, digital graphics, and campaign-specific social and email creative	Website event updates, Toptracer Range signage, Beer Garden signage, and marquee	Website event updates, posters, tabloids, flyers, and VOHE marquees
Social Media Posts	76 across platforms	30 total posts across 2 platforms	20 total posts across 2 platforms
Email Campaigns Sent	6 e-newsletters	11 targeted blasts	2 targeted blasts (Open House 10-4-25)

Metric Category	C&M - District	Bridges	The Club
- Open Rate (%)	38.8%	48%	56% and 51%
- Click Rate (%)	0.7%	4%	N/A
Website Traffic (Users)	24,288 users (↓38.6% from August) 32,885 sessions (↓42.6%)	Data not available	2,989 total users
Top Pages / Content	Program Guide Page, Haunted Hoffman Event Page, Explore Programs, Figure Skating, Triphahn Center, Jobs, and Events Listing	Data not available	Home page, membership, class schedule, swimming, and aquatics
Top Google Queries	“heparks,” “Hoffman Estates Park District,” “Haunted Hoffman,” “program guide,” “Triphahn Center,” “jobs Hoffman Estates,” and “figure skating lessons near me”	Data not available	Club Prairie Stone, fitness club Hoffman Estates, gym Hoffman Estates, health club Hoffman Estates, gym rentals Hoffman Estates, fitness center South Barrington, fitness club South Barrington
Community Events Attended	PLATZKONZERT GERMAN FEST at the Village Sep 5-7	HE Chamber Board Meeting, HE Chamber Golf Committee, Chamber Events, SBA Events	HE Chamber Board Meeting, HE Chamber Events, SBA Events

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
BRIDGES OF POPLAR CREEK**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Meet total budgeted rounds for the 2025 season.	Exceed the 2024 greens fee budget revenue.	O
1Q Comments:	The golf course opened on March 13 for the season. We hosted 914 rounds in March.	
2Q Comments:	We have hosted 13,041 rounds thru 2 nd qtr.	
3Q Comments:	We have hosted 27,659 rounds thru 3rd qtr.	

Provide a diverse range of golf lesson programs for all skill levels, from beginners to advanced players, to make golf more accessible and engaging for everyone.	Exceed the 2025 general program lesson budget revenue.	C
1Q Comments:	With the course opening in March some private instruction has begun. And our main Junior program classes are accepting reservations online.	
2Q Comments:	Classes are in full force and have had great participation. We are on track to exceed budget for 2025.	
3Q Comments - Complete	General Program Lesson Revenue has already exceeded budget thru 3rd Qtr.	

Plan and offer Special Golf Course Events.	Offer 7 special golf course events in 2025 season.	O
1Q Comments:	We hosted our first event, March Madness, to kick the season off on Saturday, March 21 with 21 teams.	
2Q Comments:	We hosted 2 senior events in 2 nd qtr. With 4 remaining scheduled in 3 rd and 4 th qtr.	
3Q Comments:	The remaining Events are all scheduled for October & November.	

Develop Toptracer challenges and events for players to participate in during their practice sessions.	Offer 12 Toptracer Challenge Events in 2025 season	O
1Q Comments:	These will be started in the second quarter.	
2Q Comments:	Toptracer hours remain strong we will continue to add new promotions and challenge events this fall.	
3Q Comments:	Toptracer challenges are scheduled and being promoted.	

Plan and offer Toptracer Tournament Events & Leagues.	Offer 3 Toptracer events and 8 Toptracer leagues in 2025 season	O
1Q Comments:	We currently have 3 leagues going for the spring and hosted one Toptracer	

	event that was a 2-person scramble.
2Q Comments:	We offered an additional 2-person league and couples league in 2 nd qtr. Couples sold out with 20 teams. We also hosted the Masters Scramble event which sold out with 10 teams. More leagues and events to follow in fall.
3Q Comments:	Additional Fall Toptracer leagues are scheduled to begin in October, with both 2-person and 4-person formats planned.

Provide community themed special events for holidays	Offer Breakfast with Easter Bunny and Breakfast with Santa events.	O
1Q Comments:	Breakfast with Bunny reservations have started and the event will be held April 5.	
2Q Comments:	Breakfast with Bunny had 251 guests. Next event will be in 4 th qtr.	
3Q Comments:	Breakfast with Santa is in December	

Provide special events in the Beer Garden.	Offer 10 special events in the beer garden.	C
1Q Comments:	These will start in late 2 nd qtr. The event schedule is posted on our website for everyone to see. We will be adding a few additional events as we move forward and receive confirmation on entertainers.	
2Q Comments:	We hosted 4 special events in the beer garden in 2 nd qtr. Additional events are planned in 3 rd and 4 th qtr.	
3Q Comments - Complete	We have a total of 13 events that will be hosted in 2025	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
Junior Golf Development times to enhance awareness.	Increase youth player rounds in 2025 (2024 Total: 901)	C
1Q Comments:	The golf course is open, and we have hosted 30 Junior Development times in 1 st qtr.	
2Q Comments:	We hosted 545 Jr Development rounds in 2 nd qtr for a yearly total of 575 rounds.	
3Q Comments - Complete	We have hosted 1,035 Jr Development rounds thru 3rd qtr.	

Toptracer Family Days with Sensory Sensitive times.	Host 2 Toptracer family days in 2025	O
1Q Comments:	The first family day was held on Saturday, March 29 with over 80 participants.	
2Q Comments:	The next event will be late fall.	
3Q Comments:	The next family day is scheduled for Sunday, November 30th.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Increase shotgun golf outing opportunities to capitalize on both golf and food & beverage revenues.	Increase golf outings in 2025.	C
1Q Comments:	Bookings for golf outings are off to a great start and the first event will take place in 2 nd qtr.	
2Q Comments:	We have booked 30 shotgun events in 2025.	
3Q Comments - Complete	We have booked 34 shotgun events in 2025.	

Integrate environmental practices	Complete the process in 2025.	O
1Q Comments:	Environmental practices have started already in 1 st quarter with a controlled burn and other environmental practices on the golf course.	
2Q Comments:	Additional burns and practices will be completed late fall.	
3Q Comments:	The last scheduled burns will be completed in 4th qtr.	

Review and Update all Food & Beverage pricing and menus.	Complete review of pricing and menus in 1 st qtr.	C
1Q Comments:	Menus have been reviewed, and some pricing has been adjusted for the 2025 season. Staff will continue to monitor and adjust as needed if the cost of goods rise.	
2Q Comments:	Menu pricing has been monitored, and we have made some slight increases in certain menu items due to rising costs. We will continue to monitor and adjust as needed.	
3Q Comments - Complete	Menu pricing has been constantly monitored and we have made several adjustments throughout the year.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Ensure all staff are highly trained to provide excellent service and handle various tasks efficiently.	Staff training completion rate (target: 100% of employees complete mandatory training).	O
1Q Comments:	Onboarding for new staff is being completed. Staff are being trained on district policies and well as on the job tasks.	
2Q Comments:	New staff continues to be onboarded as they are hired and trained prior to working first full shift.	
3Q Comments:	Onboarding continues with new staff hires.	

Increase awareness and participation in both the golf course and banquet services through targeted marketing campaigns using Placer AI.	Exceed Bridges budget revenue for 2025.	O
1Q Comments:	The golf course has been full force with spring marketing, and we continue new avenues with social media posts for events and golf related items.	

2Q Comments:	Revenues are similar to 2024 and are starting to recover from a challenging spring start due to weather.	
3Q Comments:	Revenues continue to improve as the season progresses.	
Create a special event calendar for the 2025 season.	Complete the 2025 event calendar and post by the end of first quarter.	C
1Q Comments - Complete	The 2025 event calendar is set and posted on our website. Events will be highlighted throughout the season with full marketing campaigns.	

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
THE CLUB AT PRAIRIE STONE**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Renovate the spin room with new bikes and new technology to offer state-of-the-art spin classes.	Complete in 2025	C
1Q Comments - Complete	Spin Bikes ordered & delivered, stage built, lighting installed.	
Research and evaluate all group fitness classes to ensure we are staying up to date with current fitness trends and member requests.	Track class participation levels and adjust class schedule and format with underperforming classes.	O
1Q Comments:	Schedule adjustments were made at the end of Q1, implementing changes for next quarter.	
2Q Comments:	Schedule adjustments made for summer months. Added outdoor pop-up classes in parks.	
3Q Comments:	Outdoor pop-up classes continue through first portion of 3Q. Class programming of new outdoor turf space launched in 3Q.	
Increase Facility Rentals	Exceed the 2025 rental budget revenue.	O
1Q Comments:	Club staff is on track to exceed the 2025 rental revenue, trending ahead of 1Q goals.	
2Q Comments:	Club staff is on track to exceed the 2025 rental revenue, trending ahead of 2Q goals.	
3Q Comments:	Club staff are on track to exceed the 2025 rental revenue, trending ahead of 3Q goals.	
Increase massage bookings	Exceed the 2025 massage therapy budget revenue.	O
1Q Comments:	Massage services revenue is trending on budget currently. Club staff will work with Club marketing to help drive up bookings.	
2Q Comments:	Massage service revenue is trending just slightly behind with the loss of one of our massage therapists. We will continue to market massage services to drive sales and catch up.	
3Q Comments:	Massage services revenue still trending slightly behind budget. Will continue to market and promote to maximize revenue.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
Community Outreach	Attend or host four community events in 2025.	O
1Q Comments:	Club staff hosted “paint party” and a “sound bath meditation” at the facility for members and community members in Q1, as well as invited Ascension to the facility twice in Q1 for screenings and educational talks.	
2Q Comments:	Club staff hosted two very successful community events in Q2. The “Murph Fitness Challenge” on Memorial Day, and our Annual 5K Walk Run to benefit a local animal shelter in June.	
3Q Comments:	Club staff participated in a few outdoor aqua class community offerings at Seaside throughout 3Q as well as took part in “Brew Run” event in partnership with Hideaway and Dick Pond HE.	

Member / Community Appreciation Days	Offer 12 appreciation days in 2025.	O
1Q Comments:	The Club hosted three member appreciation days in Q1.	
2Q Comments:	The Club hosted three member appreciation days in Q2, plus four bonus days on our event days and Mother’s and Father’s Day.	
3Q Comments:	The Club participated in three member appreciation events in 3Q	

Bring fitness programs to underserved area communities, offering free classes or events.	Offer 10 community fitness events in 2025.	O
1Q Comments:	Club staff will begin fitness program outreach toward the end of Q2.	
2Q Comments:	Club staff started our community fitness event season with our 5K walk/run in June, and have offered 5 additional outdoor pop-up fitness events for the community in June.	
3Q Comments:	Club staff offered approximately 10 pop-up fitness classes in the parks throughout 3Q.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	
Meet membership budget numbers for 2024.	Exceed the 2024 membership fee budget revenue.	O
1Q Comments:	Membership fee revenue trending ahead of budget at the end of Q1.	
2Q Comments:	Membership fee revenue trending ahead of budget at the end of Q2.	
3Q Comments:	Membership fee revenue trending ahead of budget at the end of Q3.	

Offer Online Tour Bookings	Provide and track online tour bookings in 2025.	O
1Q Comments:	Facility tour bookings are available from our website and links are provided periodically on social media accounts. Club staff have booked 71 facility tours via the online booking in Q1.	
2Q Comments:	Club staff have booked 45 tours via online booking in Q2.	
3Q Comments:	Club staff have booked 48 tours via online booking in Q3.	

Create direct marketing plan with the assistance Placer AI Analytics	Increase target marketing plan based on Placer AI usage.	O
1Q Comments:	Club Marketing Manager spent time becoming acclimated to Placer AI systems and reporting in Q1.	
2Q Comments:	Club Marketing Manager and General Manager created initial reports for Q1 and Q2 to analyze trends, visits, audience profiles, and traffic patterns.	
3Q Comments:	Placer AI has been used to monitor traffic of members and how they arrive to the facility to look at additional advertising places that would be a common trend.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Hire a full-time Facility Manager at the Club to help facilitate operations, especially in evening hours.	Hire new staff member in 1 st quarter.	C
1Q Comments - Complete	Club staff hired a full-time Facility Manager in Q1.	

Increase safety drills (fire, lockdown, tornado)	Complete quarterly training sessions.	O
1Q Comments:	Director level changes and staff additions have delayed our trainings, and these should resume in Q2.	
2Q Comments:	Working with new HR/Risk Manager to set up training dates for 3rd and 4th qtr.	
3Q Comments:	All emergency codes and description of how staff should respond was added to the Desk Operations Manual.	

Purchase new strength fitness equipment.	Complete in 2025	C
1Q Comments - Complete	Club staff have ordered 2 new strength pieces for the general fitness area in Q1.	

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
ICE DEPARTMENT**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Expand participation in Hockey Camp Programming	Exceed hockey camp budget revenue in 2025.	C
1Q Comments:	Summer Camp will be in Q2	
2Q Comments:	Camp is running through end of July but numbers on track to exceed budget.	
3Q Comments - Complete	Camp has finished; we finished \$12k+ more this year than last year with similar fee structure.	

Expand in-house hockey league participation	Increase number of teams in Spring and Fall Hockey League play. 11 teams in 2024.	O
1Q Comments:	For Spring 2025 we are currently fielding 8 Wolf Pack teams, 1-2 Prime teams and 3 Wolverine Tournament Teams	
2Q Comments:	Fall numbers will be updated in Q3 after tryouts; we did field an additional U14 Wolverines team.	
3Q Comments:	We are fielding 3 Wolverines teams; evaluations are currently ongoing and will have final Wolf Pack team numbers in Q4.	

Host additional Figure Skating events and competitions	Host 5 ice shows and competitions in 2025.	O
1Q Comments:	Hosted a Preseason Figure Skating Exhibition in March; Ice Show will be Q2	
2Q Comments:	Hosted 2 Ice Shows in June	
3Q Comments:	Pink the Rink exhibition is coming up in October followed by our Winter exhibition in December. Talks of hosting high level figure skating seminar in early November.	

Streamline party packages/rentals to increase sales.	Host 30 party packages in 2025.	C
1Q Comments:	Booked 32 Birthday parties in Q1	
2Q Comments - Complete	Booked 18 Birthday parties in Q2.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
Increase Public Skate participation	Exceed budget for ice daily revenue.	O
1Q Comments:	Off to a strong start as we have added additional skates on days off of school and spring break that have been well attended.	
2Q Comments:	In Q2 we have exceeded 2024 revenues in ice daily fees (public skate);	

	Hockey drop-in revenue and freestyle are also projected to exceed 2025 budget revenue numbers.
3Q Comments:	All daily revenue items are up year to date.

Expand “Try Hockey Free” events	Host 4 Try Hockey for Free Events in 2025	C
1Q Comments - Complete	Hosted 4 Try Hockey in Q1 which was highlighted by 75 kids on our MLK Try Hockey Free Event	

Increase marketing Ice Programs at HEPD events	Participate in 3 Park District events advertising Ice programs.	O
1Q Comments:	Looking at Q3 & Q4 for bigger events, will update in Q2	
2Q Comments:	Had buy one- get one coupon handed out in 4 th of July Parade for public skate	
3Q Comments:	Highlighted “Try Hockey Free Events” for August at National Night out	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Contract hockey rental tournaments	Contract 8 tournaments in 2025.	O
1Q Comments:	Hosted 2 tournaments in Q1: TCS and NWHL Playoffs; additional playoff tournament games for 8U CUHL and 18U NIHL in Q1 as well.	
2Q Comments:	Hosted 3 tournaments in Q2 in additional to our league playoffs	
3Q Comments:	Fall season is underway and we will host tournaments: one each in September, October, November, and December.	

Enhance Unlimited Freestyle memberships	Sell 300 Monthly Memberships for the year	O
1Q Comments:	96 total currently enrolled for Jan-March Unlimited Freestyle	
2Q Comments:	73 total enrolled for Q2 membership; membership tends to drop towards end of Q2 when we go down to one rink and have limited FS hours.	
3Q Comments:	As Rink 2 comes back online- we have 81 total enrolled for Q3.	

Evaluate and Update fee structure for Skate Rentals	Complete in 2025	C
1Q Comments:	Fees for daily admission were addressed in 2024, Changes to skate rental fee will be updated for Q3.	
2Q Comments:	In Q3, for the start of fall programming, we will be adjusting the price of skate rental from \$3 to \$4	
3Q Comments - Complete	Price increase on Skate rental will start September as we kick off the fall season.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Update Ice Lobby seating	Purchase new benches and tables for the Ice Arena lobby in 2025.	C
1Q Comments - Complete	Completed- ordered 12 new benches for the lobby and 5 tables for parties. Delivery is expected 2nd qtr.	
Upgrade sound systems on both rinks	Complete in 2025	C
1Q Comments - Complete	Work was done in Q1 to tie the existing sound system into the Bluetooth speakers and upgraded the mixer for microphone usage in the scorebox.	
Enhance Freestyle Coaches Program	Complete in 2025.	C
1Q Comments - Complete	Changes to the Coaches fee structure were addressed; we had 3 new coaches enroll.	

ADMINISTRATION AND FINANCE DIVISION REPORT

Motion:

Forward the October Administration & Finance Report to be included in the October Executive Director's Report for Board approval.

Finance/Administration:

- Troubleshoot credit card device issues
- Worked with IT to increase software security.
- Created coupon codes for marketing promos
- Built new Fall programs as needed
- Continued work with desks to inform customers of new changes with RecTrac upgrade
- Entered new sponsorships for upcoming events
- Processed Club cancel/changes as received
- Processed TC/WRC cancel/changes as received
- Processed refunds for Club/TC fees billed in error
- CC billing retries after billings for kickouts
- Automated/adjusted additional reports out of RecTrac to staff
- Verified ICA Invoices for correct Payment
- Monitor multiple chargebacks
- CCAP enrollments/payments
- Payroll Cycle Processing
 - 09/12/2025 \$406,446.46
 - 09/26/2025 \$403,559.44

Administrative Registration/EFT Billing:

- EFT Billings for:
 - Sponsorship/Marquee; LSC (weekly); Club/TC/WRC Fitness; Locker; summer camp
 - STAR; Preschool; Dance Company; Freestyle
- Administrative
 - Database Maintenance
 - Duplicate Households/Employee Pass/Aged Punch Passes

Human Resources:

- Staff are working to kick off open enrollment with PDRMA Health Program in November (for January coverage), followed by an open enrollment with IPBC in January (for coverage beginning in February).
- IPBC staff have the migration information for Health Insurance which will begin in February 2026.
- There were 5 on-site Paycom training sessions to support staff with the transition.

- Staff began punching into the new Paycom payroll system on October 19.
- Staff continue to work with Paycom to ensure data.
- IMRF presented the pension benefits to staff on October 16.
- Processed 5 new hires and 15 terminations for payroll
- Staff continue work on the PDRMA Park District Risk Management Review. PDRMA staff conducted a field observation on October 21. The goal was to observe Parks Staff working in the field and support any injury prevention measures.

IT Systems

- **Security Cameras (Bridges of Poplar Creek):**
 - Intermittent video loss traced to possible faulty P2P antenna; Sterling investigating. IT will potentially run new cable to resolve.
 - New exterior camera installed to cover rear parking lot; additional upgrades planned for 2025.
- **Microsoft 365 & Email Enhancements:**
 - Completed migration from on-prem Exchange to Microsoft 365; all user and shared mailboxes active.
 - Implemented new Exclaimer 365 for standardized email signatures across all departments.
- **Cybersecurity Remediation:**
 - Rebuilt VMware hosts and restored virtual servers from immutable backups.
 - All District computers wiped, reimaged with Windows 11 Pro, and secured with SentinelOne EDR and Duo MFA.
 - Outdated devices replaced and redeployed.
- **Facility Technology (Willow Recreation & Paycom):**
 - Installed new access control reader and network switch for future WAP and emergency phone at Willow.
 - Set up and deployed 11 iPads under Mosyle MDM for Paycom timekeeping; assisted with installations.

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
FINANCE & IT**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Objective/Goal	Performance Measures	Status
Design a new user-friendly, responsive, and informative website that improves program accessibility, enhances community engagement, and increases online program registration.	Select a vendor through RFP; work with vendor on design, development, testing and launch.	O
1Q Comments:	Vendor has been selected; awaiting final board approval before moving forward.	
2Q Comments:	Vendor approved, and weekly meetings are taking place between vendor and staff. Site map has been the initial focus, and plans are developing nicely.	
3Q Comments:	Website is on schedule to launch in December.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Objective/Goal	Performance Measures	Status
Utilize translation tools to ensure staff sites and materials are available in multiple languages	Staff SharePoint site available in both English and Spanish	C
1Q Comments:	Translation programs have been reviewed and Open DeepL was selected due to extremely high rating on accurate translations.	
2Q Comments:	Further work will be completed third quarter.	
3Q Comments:	Tools and applications have been made available to staff to assist with multiple language translations.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Objective/Goal	Performance Measures	Status
Enhance financial reporting to improve transparency and understanding.	Develop a Governmental Accounting 101 user guide	C
1Q Comments:	Will begin later in the year.	
2Q Comments:	Guide has been completed. Will be presented to the staff August.	
3Q Comments - Complete	Guide has been made available to staff for review.	

Eliminate printed reports, invoices, and statements where possible	Complete inventory of printed documents in the business department	O
1Q Comments:	Will begin later in the year.	
2Q Comments:	Will begin in third quarter.	

3Q Comments:	Collections of some previously printed reports have been sent to central storage ahead of their approved document destruction date, as electronic versions of these documents are now being used.	
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Hire business department position	Position filled	O
1Q Comments – deferred to 2026	Position held due to organizational changes	
2Q Comments	Position held due to organizational changes	
3Q Comments:	Staff will continue to evaluate with the new Director of Finance.	

Restructure business department responsibilities	Responsibilities realigned to increase efficiency while maintaining internal controls.	O
1Q Comments:	Will begin later in the year.	
2Q Comments:	This will be limited due to the delay in hiring the vacant position. We have identified some areas that can be streamlined and will begin implementing changes after summer ends and the payroll and HR software are installed.	
3Q Comments:	Department has been restructured, moving IT staff to the Administrative Services Department, and the Business Services Manager (focused mostly on RecTrac functions) has moved to the Recreation Department. The Business department will return to its main focus of Finance and Accounting.	

Cross train staff	Newer staff trained to cover tasks when others are out of office.	C
1Q Comments:	Will begin later in the year.	
2Q Comments:	Staff have been trained to cover payroll in the absence of the Disbursements Supervisor.	
3Q Comments - Complete	Staff have been cross-trained to cover some billing tasks.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Objective/Goal	Performance Measures	Status
Subscribe to a real-time, anonymous data collection service to align services and outreach for improved customer experience and inclusion.	Subscribe to service and provide information to marketing and recreation staff	C
1Q Comments - Complete	Subscription to Placer.ai, detailed information provided recreation leadership regarding the Hoffman Estates community interests.	

Transition District e-mail to the cloud	District e-mail transitioned to the cloud	C
1Q Comments:	Exchange cloud has been configured by the network consultants. Test staff will be transitioned to the cloud in the second quarter, with a rollout to begin after testing is completed.	
2Q Comments:	IT staff are on cloud, configuring email signature software prior to migrating more staff	
3Q Comments - Complete	This has been completed and all staff are on Office 365.	

Upgrade servers	Servers upgraded to versions to support District software	C
1Q Comments:	The upgrade is on the schedule with our network consultants.	
2Q Comments - Complete	Servers have been upgraded	

Email archiver	Email archiver conversion and setup to work with cloud	C
1Q Comments:	This will be completed in conjunction with the move to the cloud version of Exchange.	
2Q Comments - Complete	Migration to Mimecast email archiver is complete	

Early detection and recovery system for cyber security, replacing traditional anti-virus software	Current anti-virus software replaced with best practice solution	C
1Q Comments:	Current subscription is good through October	
2Q Comments:	Discussing SentinelOne with our network consultants.	
3Q Comments - Complete	Implemented SentinelOne to replace TrendMicro Antivirus	

Provide kiosks at all major facilities	Kiosks installed and configured for District resources	O
1Q Comments:	iPad kiosks have been installed at Triphahn Community Center.	
2Q Comments:	No further installations during second quarter. The Club and WRC are in line to have kiosks installed.	
3Q Comments:	Kiosks are set to be installed in 4th qtr.	

Apply for GFOA Certificate of Achievement in Financial Reporting	Annual Financial Report submitted to GFOA	O
1Q Comments:	Pending completion of the audit.	
2Q Comments:	Pending completion of the audit.	
3Q Comments:	Will work with the new Director of Finance in the 4th qtr to complete.	

Create and submit the Popular Annual Financial Report to GFOA for Award	Popular Annual Financial Report submitted to GFOA	O
1Q Comments:	Pending completion of the audit.	
2Q Comments:	Pending completion of the audit.	
3Q Comments:	Will work with the new Director of Finance in the 4th qtr to complete.	

**HOFFMAN ESTATES PARK DISTRICT
2025 BUDGET GOALS & OBJECTIVES
ADMINISTRATIVE SERVICES**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Evaluate district medical insurance plan and alternate options.	Complete by 2 nd qtr.	C
1Q Comments:	Staff is investigating options.	
2Q Comments:	We are awaiting a proposal from IPBC, a self-insured risk pool with over 160—170 municipal members.	
3Q Comments - Complete	IPBC has been selected for 2026, beginning in February.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Provide facility emergency training sessions for all facilities.	Provide training sessions at each facility in 2025.	O
1Q Comments:	Staff is planning the sessions beginning in May.	
2Q Comments:	Seascape conducted an emergency facility audit with the HEFD.	
3Q Comments:	The Club will have a police walk-thru in November.	

Conduct a comprehensive review of all job descriptions to ensure they follow a consistent format and include all essential job requirements, skills, qualifications, and responsibilities	Complete by 3 rd qtr.	O
1Q Comments:	Position reviews will begin in 2 nd quarter, including new Superintendent of Recreation position.	
2Q Comments:	Six full-time job descriptions in Recreation have been revised and updated.	
3Q Comments:	All Recreation positions have been revised.	

Streamline and improve status forms to enhance usability for managers, making them department-specific for more relevant data collection and easier navigation.	Complete in 1 st qtr.	O
1Q Comments:	Small changes have been made to current status form, but with the potential change in payroll software, this form will change in new system.	
2Q Comments:	A revised termination form was created for easier completion and submission.	
3Q Comments:	Personal Action Forms (PAF) began in Paycom in October.	

Revise volunteer forms to ensure compliance with all relevant laws and regulations, including labor, safety, and privacy requirements	Complete in 2025.	C
1Q Comments:	HOTT Theater volunteers are being reviewed for each performance. Additional review of volunteer forms is ongoing.	
2Q Comments:	Staff continue to review volunteer processes and systems.	
3Q Comments - Complete	Completed in Paycom. New background check / safe screener for vendors.	
Continue to improve and enhance the employee onboarding process to improve efficiency, clarity, and engagement, ensuring a smooth transition and better integration into the company culture.	Complete by 2 nd qtr.	O
1Q Comments:	Updated divisional org charts and staff list information for all onboarding. Created a new safety onboarding element for all seasonal employees. Additional improvements will take place later this year.	
2Q Comments:	Incorporated cybersecurity measures into the onboarding of new staff.	
3Q Comments:	Transitioning to Paycom for on-boarding and hiring plan.	

Weekly Board Updates 8.1.2025

Dear Commissioners,

Upcoming Events

Aug 1 - Freezy Friday

Aug 2 - TRY HOCKEY FOR FREE – Girls Only

Aug 2 - Yappy Hour @ Bridges Beer Garden

Aug 2 - Yappy Hour @ Bridges Beer Garden

Aug 3 - Yoga in the Park – Free Event

Aug 3 - Public Skate

Aug 6 - Family Zumba in the Park

Aug 8 - Friday Fun Day in the Park-Mr. Scott's Amazing Musical Backpack

Aug 8 - Freezy Friday

Aug 8 - Fitness & Fun at the Hideaway

Aug 10 - Public Skate

Aug 15 - Live Music @ Bridges Beer Garden

Aug 16 - Try Hockey For Free

Tools for Success School Supply Drive – HE Chamber of Commerce – FINAL DAYS

You can help local School District 54 elementary students by participating in the Annual Tools for Success School Supply Drive. Collection boxes are available at Triphahn Center, Willow Recreation Center, and The Club at Prairie Stone, as well as the Village of Hoffman Estates, Hoffman Estates Community Bank locations, Main Event, Heartland Bank & Trust, RE/MAX Suburban Linda Dressler, and the Lincoln Property Company. Donations are being accepted until August 5. Monetary donations are also being accepted at [this link](#).

35th Annual Chamber Golf Outing – Thursday, September 25 – Bridges of Poplar Creek CC

The Hoffman Estates Chamber of Commerce will hold their 35th Annual Chamber Golf Outing supporting the Chamber's Scholarship Fun on Thursday, September 25. Taking place at the Bridges of Poplar Creek Country Club, the event will begin with check-in and a grill station lunch at 11:30, followed by a shotgun start at 1:00 p.m., and raffles/awards to follow at 5:00 p.m. An all-inclusive foursome is \$580 and includes lunch, golf, two drink tickets, and free practice at the range or Toptracer facility. Single registrations include the same for \$140. Players may register at [this link](#). Park District Commissioners, if you would like to play in the District foursome, please let Cindy know.

Upcoming Neighborhood Block Parties

Here is a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one – feel free to stop by!

1974 Swindon

Saturday, August 2

2:00 – 6:00 p.m.

3:30-4:00 p.m. (Mayor, police/fire requested 3:30-4:30)

875 Pacific Avenue

ReNew Poplar Creek Apartments

Saturday, August 9

4:00-7:00 p.m.

5:00-5:30 p.m. (Mayor, police/fire requested)

1585 Brittany Lane

Saturday, August 16

3:00 – 10:00 p.m.

4:30-5:00 p.m. (Mayor, police/fire requested at 4:30)

Have a great weekend !

Craig

Weekly Board Updates 8.8.2025

Dear Commissioners,

Upcoming Events

Aug 8 - Friday Fun Day in the Park-Mr. Scott's Amazing Musical Backpack

Aug 8 - Freezy Friday

Aug 8 - Fitness & Fun at the Hideaway

Aug 10 - Public Skate

Aug 15 - Live Music @ Bridges Beer Garden

Aug 16 - Try Hockey For Free

Aug 17 - Public Skate

Aug 20 - 50+ Pub Trivia

Aug 24 - HOTT Theater – NUTCRACKER AUDITION ANNOUNCEMENT

Aug 24 - Public Skate

Aug 31 - Public Skate

Sept 5 - Friends of HEParks Days – Golf the Green

Sep 13 - Community Garage Sale

****September Board Meeting – Moved to September 30th (5th Tuesday) due to Rosh Hashanah**

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Friends of HEParks Day at Bridges of Poplar Creek - “Golf the Green” – Friday, September 5

As part of the Friends of HEParks Foundation fundraising efforts this year, all proceeds from greens fees at Bridges of Poplar Creek on Friday, September 5 will go toward the Foundation. This will help support our annual Scholarship fund and Programs for All initiative, two ways the foundation helps underserved area residents participate in HEParks programs. Book your foursome, twosome, or come out to play a solo round on Friday, September 5! No special event is taking place, so you can play at a time convenient for you. Click [here](#) to book a tee time.

Illinois Legislative Luncheon – Friday, September 12, 11:30am-1:00pm – Ascension St. Alexius

Join the Hoffman Estates Chamber of Commerce on Friday, September 12 for their annual Illinois Legislative Luncheon. Many new legislative bills have passed this year impacting park districts and other local government entities. These bills will be discussed as Mayor McLeod moderates a panel including Senator Assistant Majority Leader Laura Murphy, Senator Darby Hills, Senators Cristina Castro and Mark Walker, and Representatives Fred Crespo, Nabeela Syed, Michelle Mussman and Martin McLaughlin. The luncheon will take place at Ascension Saint Alexius in the Lower Level Conference Rooms of the Women and Children’s Hospital (1555 Barrington Road). Registration available at this [link](#) and is \$40 for Chamber members and \$45 for non-members. Commissioners, please let Cindy know if you would like to attend.

Community Garage Sale – Saturday, September 13 - Seaside

Join us for our annual Fall Community Wide Garage Sale to discover treasures or declutter your home. Free to shop! Vendors can register for \$30 (\$35 for out-of-district) at this [link](#). We will provide the location and all of the advertising. The sale is Saturday, September 13 from 9:00 a.m. to 2:00 p.m. in the parking lot at Seaside Family Aquatic Center.

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875 Pacific Avenue

ReNew Poplar Creek Apartments

Saturday, August 9

4:00-7:00 p.m.

5:00-5:30 p.m. (Mayor, police/fire requested)

1585 Brittany Lane

Saturday, August 16

3:00 – 10:00 p.m.

4:30-5:00 p.m. (Mayor, police/fire requested at 4:30)

Have a great weekend !

Craig

Weekly Board Updates 8.15.2025

Dear Commissioners,

Upcoming Events

Aug 15 - Live Music @ Bridges Beer Garden

Aug 16 - TRY HOCKEY FOR FREE – Aug 16

Aug 17 - Public Skate

Aug 20 - 50+ Pub Trivia

Aug 24 - HOTT Theater – NUTCRACKER AUDITION ANNOUNCEMENT

Aug 24 - Public Skate

Aug 31 - Public Skate

Sep 5 - Friends of HEParks Days – Golf the Green

Sep 6 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert

Sep 7 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert

Sep 13 - Community Garage Sale

Sep 17 - GO Hoffman Estates Walking Club

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Update on Injury to NWSRA Pursuit Participant – Vogelei House

We have received information regarding a participant in the NWSRA Pursuit program, which is run out of the Vogelei House by the lessee NWSRA. We have been told that the participant was

pushed through a second story window by another participant, and was taken to the hospital with multiple injuries but is expected to have a full recovery. The participant at fault and the supervisor on duty at the time have been suspended by NWSRA. NWSRA is a standalone lessee of the Vogelei House; they are a PDRMA member and are fully insured and responsible for this incident.

Whitely School Incident

There was a small amount of paint discovered on the asphalt at Whitely School, as a result of a craft activity that took place during the last week of the HEParks summer camp at this location. The incident traveled through multiple levels of communication, and Executive Director Talsma has spoken with the principal at the school. Maintenance staff will be at Whitely on Saturday to clean the remaining paint from the asphalt.

Friends of HEParks Day at Bridges of Poplar Creek - “Golf the Green” – Friday, September 5

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the range or Toptracer facility. Single registrations include the same for \$140. Players may register at [this link](#). Park District Commissioners, if you would like to play in the District foursome, please let Cindy know.

Upcoming Neighborhood Block Parties

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1585 Brittany Lane

Saturday, August 16

3:00 – 10:00 p.m.

4:30-5:00 p.m. (Mayor, police/fire requested at 4:30)

545 Glendale Lane

Saturday, August 30

3:00 – 11:00 p.m.

7:30-8:00 p.m. (Mayor, police/fire requested at 7:30)

Have a great weekend !

Craig

Weekly Board Updates 8.22.2025

Dear Commissioners,

Upcoming Events

Aug 24 - HOTT Theater – NUTCRACKER AUDITION ANNOUNCEMENT

Aug 24 - Public Skate

Aug 31 - Public Skate

Sep 5 - Friends of HEParks Days – Golf the Green

Sep 6 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert

Sep 7 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert

Sep 13 - Community Garage Sale

Sep 17 - GO Hoffman Estates Walking Club

Sep 27 - Yappy Hour @ Bridges Beer Garden

Oct 4 - Friends of HEParks Days – Toptracer Range

Oct 10 - Oktoberfest @ Bridges Beer Garden

Oct 11 - Seed Collection at Charlemagne

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Upcoming Neighborhood Block Parties

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545 Glendale Lane
Saturday, August 30
3:00 – 11:00 p.m.
7:30-8:00 p.m. (Mayor, police/fire requested at 7:30)

Have a great weekend !

Craig

Weekly Board Updates 8.29.2025

Dear Commissioners,

Upcoming Events

Aug 31 - Public Skate
Sep 5 - Friends of HEParks Days – Golf the Green
Sep 6 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert
Sep 7 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert
Sep 13 - Community Garage Sale
Sep 17 - GO Hoffman Estates Walking Club
Sep 27 - Yappy Hour @ Bridges Beer Garden
Oct 4 - Friends of HEParks Days – Toptracer Range
Oct 10 - Oktoberfest @ Bridges Beer Garden
Oct 11 - Seed Collection at Charlemagne
Oct 12 - Pumpkin Splash
Oct 18 - Haunted Hoffman Family Fest

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Friends of HEParks Day at Bridges of Poplar Creek - “Golf the Green” – Friday, September 5

As part of the Friends of HEParks Foundation fundraising efforts this year, all proceeds from greens fees at Bridges of Poplar Creek on Friday, September 5 will go toward the Foundation. This will help support our annual Scholarship fund and Programs for All initiative, two ways the foundation helps underserved area residents participate in HEParks programs. Book your foursome, twosome, or come out to play a solo round on Friday, September 5! No special event is taking place, so you can play at a time convenient for you. Click [here](#) to book a tee time.

Illinois Legislative Luncheon – Friday, September 12, 11:30am-1:00pm – Ascension St. Alexius

Join the Hoffman Estates Chamber of Commerce on Friday, September 12 for their annual Illinois Legislative Luncheon. Many new legislative bills have passed this year impacting park districts and other local government entities. These bills will be discussed as Mayor McLeod moderates a panel including Senator Assistant Majority Leader Laura Murphy, Senator Darby Hills, Senators Cristina Castro and Mark Walker, and Representatives Fred Crespo, Nabeela Syed, Michelle Mussman and Martin McLaughlin. The luncheon will take place at Ascension Saint Alexius in the Lower Level Conference Rooms of the Women and Children's Hospital (1555 Barrington Road). Registration available at this [link](#) and is \$40 for Chamber members and \$45 for non-members. Marc is registered to attend.

Community Garage Sale – Saturday, September 13 - Seaside

Join us for our annual Fall Community Wide Garage Sale to discover treasures or declutter your home. Free to shop! Vendors can register for \$30 (\$35 for out-of-district) at this [link](#). We will provide the location and all of the advertising. The sale is Saturday, September 13 from 9:00 a.m. to 2:00 p.m. in the parking lot at Seaside Family Aquatic Center.

35th Annual Chamber Golf Outing – Thursday, September 25 – Bridges of Poplar Creek CC

The Hoffman Estates Chamber of Commerce will hold their 35th Annual Chamber Golf Outing supporting the Chamber's Scholarship Fun on Thursday, September 25. Taking place at the Bridges of Poplar Creek Country Club, the event will begin with check-in and a grill station lunch at 11:30, followed by a shotgun start at 1:00 p.m., and raffles/awards to follow at 5:00 p.m. An all-inclusive foursome is \$600 and includes lunch, golf, two drink tickets, and free practice at the range or Toptracer facility. Single registrations include the same for \$160. Players may register at [this link](#). Park District Commissioners, if you would like to play in the District foursome, please let Cindy know (we have Marc on the list).

Upcoming Neighborhood Block Parties

Here is a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one – feel free to stop by!

545 Glendale Lane

Saturday, August 30

3:00 – 11:00 p.m.

7:30-8:00 p.m. (Mayor, police/fire requested at 7:30)

265 Pleasant Street

Saturday, September 27

12:00 – 10:00 p.m.

4:00-4:30 p.m. (Mayor, police/fire requested at 4:00)

Have a wonderful holiday weekend !

Craig

Weekly Board Updates 9.5.2025

Dear Commissioners,

Upcoming Events

- [Sep 6 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert](#)
- [Sep 7 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert](#)
- [Sep 13 - Community Garage Sale](#)
- [Sep 17 - GO Hoffman Estates Walking Club](#)
- [Sep 27 - Yappy Hour @ Bridges Beer Garden](#)
- [Oct 4 - Friends of HEParks Days – Toptracer Range](#)
- [Oct 4 - Open House at The Club](#)
- [Oct 10 - Oktoberfest @ Bridges Beer Garden](#)
- [Oct 11 - Seed Collection at Charlemagne](#)
- [Oct 12 - Pumpkin Splash](#)
- [Oct 18 - Haunted Hoffman Family Fest](#)
- [Oct 25 - Yappy Hour: Costume Party](#)

****September Board and A&F Meeting – Moved to September 30th (5th Tuesday) due to Rosh Hashanah (and NO B&G or Rec & Facilities Meetings this Month)**

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Hoffman Estates Platzkonzert Germanfest – THIS WEEKEND – Hoffman Estates Village Green

Opening Friday, September 5 as Mayor McLeod and the Village Trustees celebrate the official keg tap at 6:00 p.m.! The 2025 Platzkonzert Germanfest includes German food and beer, live music and dance performances, children's activities, and fun contests all weekend long. Taking place at the Village Green, festival hours are 5 to 11 p.m. on Friday, 11 a.m. to 11 p.m. on Saturday, and noon to 5 p.m. on Sunday. Click this [link](#) see a list of sponsors and a detailed schedule of events.

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Saint Alexius in the Lower Level Conference Rooms of the Women and Children's Hospital (1555 Barrington Road). Registration available at this [link](#) and is \$40 for Chamber members and \$45 for non-members. Marc and Raj are registered to attend.

HE Chamber's Annual Car Show – Saturday, September 12 – Encore Memory Care of South Barrington

The Hoffman Estates Chamber of Commerce is hosting its annual Car Show on Friday, September 12 from 5 to 7 p.m. at Encore Memory Care in South Barrington (215 S. Bartlett Road). Come out to view the unique cars, bid on auction items, and support the Alzheimer's Association. Food trucks and ice cream trucks will be on site as well!

HEParks' Community Garage Sale – Saturday, September 13 - Seaside

Join HEParks us for our annual Fall Community Wide Garage Sale to discover treasures or declutter your home. Free to shop! Vendors can register for \$30 (\$35 for out-of-district) at this [link](#). We will provide the location and all of the advertising. The sale is Saturday, September 13 from 9:00 a.m. to 2:00 p.m. in the parking lot at Seaside Family Aquatic Center.

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Upcoming Neighborhood Block Parties

Here is a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one – feel free to stop by!

265 Pleasant Street

Saturday, September 27

12:00 – 10:00 p.m.

4:00-4:30 p.m. (Mayor, police/fire requested at 4:00)

Have a wonderful holiday weekend !

Craig

Weekly Board Updates 9.12.2025

Dear Commissioners,

Upcoming Events

- [**Sep 6 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert**](#)
- [**Sep 7 - Kinderplatz: HEParks Kids' Activity Zone at Platzkonzert**](#)
- [**Sep 13 - Community Garage Sale**](#)
- [**Sep 17 - GO Hoffman Estates Walking Club**](#)
- [**Sep 27 - Yappy Hour @ Bridges Beer Garden**](#)
- [**Oct 4 - Friends of HEParks Days – Toptracer Range**](#)
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- [**Oct 10 - Oktoberfest @ Bridges Beer Garden**](#)
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NRPA Conference Next Week

The following staff members and commissioners will be attending the NRPA conference and away from the office for most of the week of September 15: Craig, Brian, Amy, Jennifer, and Cindy; and Marc, Keith, Linda, and Chris. If you need immediate assistance from a Director, please reach out to Nicole Hopkins.

HE Chamber's Annual Car Show – Friday, September 12 – Encore Memory Care of South Barrington

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Bridges of Poplar Creek Country Club, the event will begin with check-in and a grill station lunch at 11:30, followed by a shotgun start at 1:00 p.m., and raffles/awards to follow at 5:00 p.m. For registration and details, please click [this link](#). We have Marc scheduled to play in this event.

Upcoming Neighborhood Block Parties

Here is a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one – feel free to stop by!

265 Pleasant Street

Saturday, September 27

12:00 – 10:00 p.m.

4:00-4:30 p.m. (Mayor, police/fire requested at 4:00)

Have a great weekend !

Craig

Weekly Board Updates 9.26.2025

Dear Commissioners,

Upcoming Events

- Sep 27 - Yappy Hour @ Bridges Beer Garden**
- Sep 28 - Public Skate**
- Oct 4 - Friends of HEParks Days – Toptracer Range**
- Oct 4 - Open House at The Club**
- Oct 5 - Ascension Pink the Rink Public Skate**
- Oct 11 - Seed Collection at Charlemagne**
- Oct 12 - Pumpkin Splash**
- Oct 13 - Public Skate – School Day Off**
- Oct 18 - Haunted Hoffman Family Fest**
- Oct 19 - Public Skate**
- Oct 25 - Yappy Hour: Costume Party**
- Oct 26 - Spooky Public Skate**

HEParks Winner of IAPD “Best of the Best” Award – Awards Gala Friday, October 24

The Illinois Association of Park Districts announced the winners of the 2025 “Best of the Best” Awards, with HEParks receiving one award this year. The Outstanding Citizen Volunteer of the Year Award, on behalf of Dave Negrete, longtime Hoffman Estates Park District racquetball instructor who has not only taught racquetball locally, but has dedicated countless hours of time to coach students at the regional and national level, and has been instrumental in the

growth of the game across the country through various national organizations and non-profit groups.

ALSO, we are proud to announce that IAPD will celebrate Robert Kaplan's 10th Anniversary as a Commissioner!

The "Best of the Best" awards ceremony will take place Friday, October 24 at Chevy Chase County Club in Wheeling at 6:30 p.m. *Commissioners, please let Cindy know either way by October 10 if you will be attending the Awards Gala, and if yes, if you will be bringing a guest.*

IAPD Legal Symposium – Thursday, November 6 – Commissioners Please Respond

The IAPD is hosting their annual Legal Symposium at the Conference Center/Hyatt Lodge in Oak Brook on Thursday, November 6 from 8:00 a.m. to 2:30 p.m. Both in-person and virtual attendance options are available. The panel will feature representatives from various legal firms, presenting information on several recent legal changes that affect the parks and recreation industry. More information can be found [here](#). *Commissioners, please let Cindy know either way if you will be attending (yes or no), no later than Monday, October 13.* Please indicate in-person or virtual in your response.

IAPD/IPRA "Soaring to New Heights" Annual Conference – January 29-31

The 2026 "Soaring to New Heights" conference will once again be held at the Hyatt Regency Chicago, and registration is now open. This is the largest state park and recreation conference in the country, and provides staff, Commissioners, attorneys and state officials with great educational and networking opportunities. The conference will be in-person only (virtual option is not available). Commissioners, please let us know ASAP if you plan to attend. We will be completing registrations next week. You may have noticed that we went ahead and reserved hotel rooms for each of you. These can be canceled or changed depending on your plans.

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Have a great weekend !

Craig

Weekly Board Updates 10.3.2025

Dear Commissioners,

Upcoming Events

Oct 4 - Friends of HEParks Days – Toptracer Range

Oct 4 - Open House at The Club
Oct 5 - Ascension Pink the Rink Public Skate
Oct 11 - Seed Collection at Charlemagne
Oct 12 - Pumpkin Splash
Oct 13 - Public Skate - School Day Off
Oct 18 - Haunted Hoffman Family Fest
Oct 19 - Public Skate
Oct 25 - Yappy Hour: Costume Party
Oct 26 - Spooky Public Skate
Nov 22 - Holiday Craft Fair
Nov 29 - Light Up The Garden

Update on District Cyber Security Event

We have received a “clean bill of health” from the consultants who were investigating the cyber security incident we experienced two weeks ago. The attempted “hack” was unsuccessful, as the threat did not gain access to any personnel files or RecTrac user files. We have already deployed many computers/workstations after making the conscious decision to reimagine every computer. We replaced all imperative operational computers first, and others will be completed by next week. We anticipate by the end of today, online registration, wifi and access control will be back up and running which are the final aspects to bringing the district back up to full operations. Thankfully this has not been widely publicized and we would like to keep the incident as confidential as possible.

Conference Takeaways from Keith Evans

Thank you to Keith Evans who always takes the time to make notes while at the NRPA and Illinois Conferences. His “takeaways” are in the attached document and include highlights of the sessions he attended.

HEParks Haunted Hoffman Family Fest – Saturday, October 18 – 10:00am – 2:00pm – Fabbrini Park

Join HEParks for one of its largest community events on Saturday, October 18 at Fabbrini Park (1704 Glen Lake Road). Feel free to come dressed in your Halloween costume! Free entry includes Family Zombie Zumba, TwistiCity Bubble Show, Juggling, Scribble Monster, Hayride Scavenger Hunt, Pumpkin Decorating, Inflatables, Carnival Games, Meet & Greet with Hoffman Estates First Responders. Food trucks will be onsite. And of course, the popular Trick or Treat Path is available for registration (\$9/child) at this [link](#). Multiple times are available, including a sensory friendly time slot. Bring a non-perishable food item for the Pumpkin Patch Food Drive.

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Have a great weekend !

Craig

Session Takeaways:

- Consider asking Mobile, AL Parks for tips on parade/party clean up – Mobile has dozens of Mardi Gras parades spanning almost half the year. Logistics are impressive. People are disgusting (with what they leave behind). Parades & tourism generate a lot of sales tax revenue, but clean-up is a huge cost. Beads are cleaned and resold. City needs to charge more per float.
- Padel Courts are sweeping Europe and are coming to America soon - get ready. It is like racquetball/squash/pickle ball. Need walls.
- Be clear with residents regarding any proposed tax increases/referenda – what are the new dollars being used for?
- Look beyond traditional programming – at session we played a competitive game of Rock Paper Scissors, very lively, all ages and skill levels, fun. Borrow shopping carts from grocery stores and play a game to push the carts into a taped off target area. There is a cable broadcast called The Ocho that has crazy games that can involve anyone we can draw to our facilities or parks (or block parties).
- Houston Fire and Parks do a great job partnering on prescribed burns (only FD can light fires in city). Houston has some large areas that get burned every 3 years – larger tracts are burned in alternate sections every year. Very successful in terms of ecology and safety.
- Champaign PD has been planting flowering annuals on private property (must be seen by pedestrians and/or vehicles and have water access) since 1988 as a city-wide beautification project. They charge, but less than a landscaper. Seasonal hires, and volunteers (students and seniors) do most of the work. Businesses vie to win a site (and pay), cannot advertise on the site, but PD does post a sign at each location. Flowers changed each year (crop rotation) and are ordered by October from private growers (too many to grow in-house).
- 30% of replanted trees fail. It's not good enough to just throw NPK in a hole and water. Session presenters have a service providing hyper-analysis of the soil down to minute concentrations of microbes, bacteria and fungi. Tree roots (all plants, really) can't

process NPK directly, they rely on their roots interacting with bacteria and fungi. Concentrations of any of these can indicate better or worse chances of success. Holds true for grasses, bushes, flowers and trees. Salt is a killer, it sterilizes the soil, both from winter salt on streets and sidewalks but also from what's left from NPK applications (just NaCl). Know the exact condition of the soil before planting. NPK – Nitrogen, Phosphorus, Potassium.

- Social isolation, loneliness and lack of connections are a widespread problem, highlighted by COVID, but were around long before. Parks have a role in this, and not just for seniors. Parks should be at block parties with games for all ages, bigger and more inclusive, the better. See The Ocho, above! Decorating contests, National Night Out (not just a booth, but an activity center). Hospital and library are a good sources for people isolated and needing more in their lives. Find the underserved.

Exhibitor takeaways:

- Would love to see some parks with musical instruments, this person swears his mallets are virtually indestructible 248-476-7580 Dan@milcoonline.com Some did not even need mallets (steel drum-like instrument).
- What are artificial playground grass surfaces creating as breathable microplastics as they wear down? Bill.Stafford@thesurfacinggroup.com 480-694-8320 says his installations are resprayed every 2 years to prevent the grass from creating breathable microplastic. Also, **MY FAVORITE FEATURE**, instead of grass under swings foot-drag areas, his product has an insert of a (soft) solid fall surface, so we do not need to lift and pour more pellets into the surface. **HOW SAFE IS THE PARTICULATE MATTER ON PLAYGROUND FALL SURFACES? Are our children inhaling dangerous particles?** Commissioners should know.
- Thor-Guard is expensive, says Nick Jones nick@anythingweather.com 760-459-2081 his product is cheaper to install, maintain and subscribe, and is every bit as effective.

List of sessions attended: with comments in red:

Opening General Sessions 9/16 & 9/17 Meh, but congrats to Oak Park & Oak Brook

Mobile Alabama Mardi Gras - The Party And The Clean Up 9/16 Wow – cleanup is a huge task

Life and Leadership Lessons from Working at "The House of Mouse" 9/16 Very disappointing speakers, one too loud, the other just boring, neither with anything to say

Constructing the American Public Realm: Considering Models of Public-Private Partnership 9/17 Well-constructed plans for passing tax increases

"That's a Bold Strategy, Cotton" - Using "The Ocho" to Enhance Recreation

Programming 9/17 By far best speaker, energizing, good ideas

Utilizing Prescribed Fire For Habitat Management And Wildfire Risk Reduction In Urban Natural Areas 9/17 Excellent parks & Fire Dept partnership - Houston

Beautify Your Community One Flower At A Time: Champaign Park District Flower Island Program 9/18 If we only had areas with more pedestrian traffic

Healthy Soils Support Healthy Park Trees - The Amazing Soils Genomics 9/18 Interesting, a bit hard to understand scientist speaker.

The Power of Placemaking: How Parks Foster Connected, Welcoming Communities 9/18
We can do more to support community (in addition to current narrow-focus programs)

Political IQ (or PolitIQ): Navigate, Relate and Succeed 9/18 How To Manipulate Your Commissioners And Trustees 101 another lively speaker, interesting, engaging.

Weekly Board Updates 10.10.2025

Dear Commissioners,

Upcoming Events

- Oct 11 - Seed Collection at Charlemagne**
- Oct 12 - Pumpkin Splash**
- Oct 13 - School Day Off 10/13 Main Event**
- Oct 13 - Public Skate - School Day Off**
- Oct 15 - Renovations Open House at Willow**
- Oct 18 - Haunted Hoffman Family Fest**
- Oct 19 - Public Skate**
- Oct 25 - Yappy Hour: Costume Party**
- Oct 26 - Spooky Public Skate**
- Nov 22 - Holiday Craft Fair**
- Nov 29 - Light Up The Garden**
- Nov 30 - Toptracer Range: Sensory Sensitive Event**

Hispanic Heritage Fiesta – Tomorrow, October 11 – 2-4:30pm – Village Hall

Join the Village of Hoffman Estates' Cultural Awareness Commission as they present the annual Hispanic Heritage Day Fiesta tomorrow at the Village Hall. The event is free and runs from 2:00 to 4:30 p.m., and includes dance and musical entertainment, a sampling of Hispanic cuisine, a piñata, and a presentation by Dr. Rafael Núñez-Cedeño, Professor of Hispanic and Italian Studies from University of Illinois Chicago. The event is free, but please register online at this [link](#). Also, they are collecting food donations for the Childhood Hunger Initiative Power Packs (CHIPP) – if you are able, please bring a suggested item listed [here](#).

HEParks Haunted Hoffman Family Fest – Saturday, October 18 – 10:00am – 2:00pm – Fabbrini Park

Join HEParks for one of its largest community events on Saturday, October 18 at Fabbrini Park (1704 Glen Lake Road). Feel free to come dressed in your Halloween costume! Free entry includes Family Zombie Zumba, TwistiCity Bubble Show, Juggling, Scribble Monster, Hayride Scavenger Hunt, Pumpkin Decorating, Inflatables, Carnival Games, Meet & Greet with Hoffman Estates First Responders. Food trucks will be onsite. And of course, the popular Trick or Treat Path is available for registration (\$9/child) at this [link](#). Multiple times are available, including a sensory friendly time slot. Bring a non-perishable food item for the Pumpkin Patch Food Drive.

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Have a great weekend !

Craig

Weekly Board Updates 10.17.2025

Dear Commissioners,

Upcoming Events

Oct 19 - Public Skate

Oct 25 - NEW DATE: OCT. 25 – Haunted Hoffman Family Fest

Oct 25 - Yappy Hour: Costume Party

Oct 26 - Spooky Public Skate

Oct 29 - Howl-O-Ween Dog Costume Parade

Nov 22 - Holiday Craft Fair

Nov 29 - Light Up The Garden

Nov 30 - Toptracer Range: Sensory Sensitive Event

Nov 30 - Toptracer Range: Family Day

Dec 6 - Breakfast with Santa

Dec 6 - Winterfest

Dec 13 - Yappy Hour: Pet Photos with Santa

NEW DATE Due to Forecasted Weather: HEParks Haunted Hoffman Family Fest – Saturday, October 25 – 10:00am – 2:00pm – Fabbrini Park

Join HEParks for one of its largest community events on Saturday, October 25 at Fabbrini Park (1704 Glen Lake Road). Feel free to come dressed in your Halloween costume! Free entry includes Family Zombie Zumba, TwistiCity Bubble Show, Juggling, Scribble Monster, Hayride Scavenger Hunt, Pumpkin Decorating, Inflatables, Carnival Games, Meet & Greet with Hoffman Estates First Responders. Food trucks will be onsite. And of course, the popular Trick or Treat

Path is available for registration (\$9/child) at this [link](#). Multiple times are available, including a sensory friendly time slot. Bring a non-perishable food item for the Pumpkin Patch Food Drive.

Willow Rec Center Renovations are (Almost) Complete

Our north side community center, Willow Recreation Center, has recently received several exciting updates and upgrades! Feel free to stop by any time to see the expanded fitness center facilities, our new dedicated gymnastics studio and viewing area, and renovated front desk area. We are excited about the changes and look forward to increased fitness memberships and enhanced gymnastics offerings, among other possibilities with the refreshed facility spaces. Upgraded lighting and new front doors are still to come before the end of the year.

Have a great weekend !

Craig

Memorandum M25-098

To: **A&F Committee**
From: **Craig Talsma, Executive Director**
Wolf Peddinghaus, Superintendent of Business
Date: **October 28, 2025**
Re: **2025 Limited Bond Issue/Ordinance**

Motion:

Recommend to the full board the approval of ordinance O25-004 for the issuance of \$3,350,000 of General Obligation Limited Bonds, as approved by the Executive Director upon final negotiations of the interest rate, not to exceed 5%.

Background:

Each year the District issues a bond (our rollover bond) to fund the payment of certain portions of the District's outstanding bond interest and principal payments and to provide funds for our capital projects. This bond will be issued as Limited Bonds on December 1, 2025.

The District has already held a duly advertised Bond Issue Notification Act (BINA) public meeting authorizing the intent to issue these bonds, on October 21, 2025. We are required to hold this hearing every three years to issue new bond money.

Rationale:

The ordinance provides for the parameters of the bond issue, including the principal and interest rate of the proposed issue. The bonds will be issued through WinTrust Community Bank with an interest rate not to exceed 5%. The anticipated rate is approximately 3.75% but will be negotiated after the Fed meets the fourth week of October.

This interest rate is comparable to last year's interest rate for the District. Municipal bond rates typically reflect the Federal Funds rate set by the Federal Reserve. These bonds are paid directly from the tax levy.

ORDINANCE 25-004

This is the official document providing for the issuance and sale of general obligation limited tax park bonds in an aggregate principal amount not to exceed \$3,350,000 for the purposes (a) paying debt service on the District's outstanding debt, (b) paying for capital projects in the District, and (c) paying costs of issuances and incidental expenses.

ORDINANCE NO. 25-004

AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2025, OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, IN ONE OR MORE SERIES IN AN AGGREGATE AMOUNT NOT TO EXCEED \$3,350,000 AND FOR THE LEVY OF A DIRECT TAX SUFFICIENT TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS.

WHEREAS, the Hoffman Estates Park District, Cook County, Illinois (the “District”), is a duly organized and existing municipality operating under the provisions of the Park District Code, as amended, and under the laws of the State of Illinois; and

WHEREAS, the District has previously issued its (i) General Obligation Park Bonds (Alternate Revenue Source), Series 2013A, (ii) General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, (iii) General Obligation Park Refunding Bonds (Alternate Revenue Source), Series 2019B, and (iv) General Obligation Park Refunding Bonds (Alternate Revenue Source), Series 2020A (collectively, the “Refunded Bonds”); and

WHEREAS, the Board of Park Commissioners of the District (the “Board”) has determined that it is necessary and in the best interests of the residents of the District to issue general obligation limited tax bonds of the District in one or more series and in the aggregate principal amount of not to exceed \$3,350,000 known as its “General Obligation Limited Tax Park Bonds, Series 2025” (the “Bonds”) (with such additional series designations as set forth in the Bond Order (hereinafter defined)) to: (i) refund all or a portion of the Refunded Bonds (the “Refunding”), (ii) pay for capital projects in the District (the “Projects”), and (iii) pay for the costs of issuance of and incidental expenses incurred in connection with the issuance of the Bonds, all for the benefit of the inhabitants of the District; and

WHEREAS, on October 21, 2025, the Board held a public hearing pursuant to the Bond Issuance Notification Act following notice published in the Daily Herald, a newspaper of general circulation in the District, on October 9, 2025; and

WHEREAS, the Board determines that it is necessary that the District borrow an aggregate amount not to exceed \$3,350,000 and issue the Bonds pursuant to 70 ILCS 1205/6-2; and

WHEREAS, the amount of outstanding non-referendum general obligation bonds of the District, including the proposed Bonds, will not exceed 0.575% of the aggregate assessed valuation of all taxable property within the District; and

WHEREAS, the District is authorized to issue limited bonds payable from the debt service extension base, as defined in the Property Tax Extension Limitation Law, and the Bonds are being issued as limited bonds as provided in 30 ILCS 350/15.01; and

WHEREAS, the Board now finds that it is necessary and advisable to proceed forthwith to provide for the issuance of the Bonds;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Incorporation of Preamble. The Board hereby finds that all of the recitals contained in the preambles to this ordinance are full, true and correct and does hereby incorporate such recitals into this ordinance by this reference.

Section 2. Findings; Issuance of Bonds. The Board hereby finds and determines that it is necessary and in the best interest of the District that the Bonds be issued to fund the Refunding, to fund the Projects, and to pay the costs of the District in connection with the issuance of the Bonds.

There shall be borrowed on the credit of and for and on behalf of the District, the aggregate principal amount of not to exceed \$3,350,000 and that the District shall issue in the name of the District the Bonds pursuant to the Park Code for the purpose of funding the Refunding, the Projects, and the costs of issuance of the Bonds.

The Bonds shall be issued in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof, or such other denomination upon the guidance of the District's municipal advisor, numbered consecutively from 1 upward and dated the date of delivery; and interest on the Bonds shall be payable on June 1, 2026, and semiannually thereafter. The Bonds shall be payable in lawful money of the United States of America, at the principal office of the Registrar and Paying Agent (as defined in Section 3 of this ordinance). The Bonds shall mature no later than on December 1, 2026, in the principal amount not to exceed \$3,350,000 and shall bear interest at a rate not to exceed 5.00% per annum (computed on a basis of a 360-day year of twelve 30-day months).

Interest on the Bonds shall be payable from the interest payment date to which interest has been paid next preceding the authentication date of the Bonds, unless the Bonds are authenticated after the fifteenth day of the month preceding an interest payment date and on or before such interest payment date, in which case they shall bear interest from such interest payment date, or unless the Bonds are authenticated on or before May 15, 2026, in which case they shall bear interest from the original date until the principal shall be fully paid. All payments of interest on the Bonds shall be paid by check, mailed one business day prior to the interest payment date to the registered owners thereof as the names appear as of the fifteenth day of the month preceding the interest payment date and at the addresses as they appear on the registration books kept by the Registrar and Paying Agent

or at such other address as is provided to the Registrar and Paying Agent in writing by such registered owner.

The exact interest rates shall be set forth in a bond order executed by the Board President following the sale of the Bonds (the “Bond Order”).

Section 3. Registrar and Paying Agent. In the Bond Order, the President of the Board shall name either the treasurer of the District or a bank with an office in Illinois to serve as Registrar and Paying Agent for the Bonds (the “Registrar and Paying Agent”). The Registrar and Paying Agent is hereby charged with the responsibility of authenticating the Bonds.

Each Bond shall be transferable or exchangeable only upon the books of the District kept for that purpose at the designated corporate trust office of the Registrar and Paying Agent by the registered owner in person, or by its attorney duly authorized in writing, upon surrender of such Bond together with a written instrument of transfer or exchange satisfactory to the Registrar and Paying Agent duly executed by the registered owner, or its attorney duly authorized in writing, and thereupon a new fully registered bond or bonds in an authorized aggregate principal amount and of the same maturity, shall be executed and delivered in the name of the transferee or transferees or the registered owner, as the case may be, in exchange therefor. The costs of such transfer or exchange shall be borne by the District except for any tax or governmental charge required to be paid with respect to the transfer or exchange, which taxes or governmental charges are payable by the person requesting such transfer or exchange. The District and the Registrar and Paying Agent for the Bonds may treat and consider the person in whose name such Bonds are registered as the absolute owner thereof for all purposes, including for the purpose of receiving payment of, or on account of, the principal thereof and interest due thereon.

The Registrar and Paying Agent may at any time resign as registrar and paying agent upon giving 30 days' notice in writing to the District and by first class mail to each registered owner of the Bonds then outstanding, and such resignation will take effect at the end of such 30-day period or upon the earlier appointment of a successor registrar and paying agent by the District. Any such notice to the District may be served personally or sent by registered mail. The Registrar and Paying Agent may be removed at any time as registrar and paying agent by the District, in which event the District may appoint a successor registrar and paying agent. The District shall notify each registered owner of the Bonds then outstanding by first class mail of the removal of the Registrar and Paying Agent. Notices to the registered owners of the Bonds shall be deemed to be given when mailed by first class mail to the addresses of such registered owners as they appear on the registration books kept by the Registrar and Paying Agent.

Upon the appointment of any successor registrar and paying agent by the District, the President, the Treasurer or the Secretary are authorized and directed to enter into such agreements and understandings with such successor registrar and paying agent as will enable the institution to perform the services required of a registrar and paying agent for the Bonds. The President and Secretary are further authorized to pay such fees as the successor registrar and paying agent may charge for the services it provides as registrar and paying agent and such fees may be paid from the fund established to pay the principal and interest on the Bonds as fiscal agency charges.

Any predecessor registrar and paying agent shall deliver all of the Bonds and any cash or investments in its possession with respect thereto, together with the registration books, to the successor registrar and paying agent.

The District may determine that it is beneficial to the District to have the Bonds held by a central depository system pursuant to an agreement between the District and The Depository Trust

Company, New York, New York (the “Depository Trust Company”) and have transfers of the Bonds effected by book-entry on the books of the central depository system (“Book Entry System”). The Bonds shall be initially issued in the form of a separate single authenticated fully registered Bond for the aggregate principal amount of each separate maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the register kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company.

With respect to the Bonds registered in the register kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company, the District and the Registrar and Paying Agent shall have no responsibility or obligation to any other holders or owners (including any beneficial owner (the “Beneficial Owner”)) of the Bonds with respect to (i) the accuracy of the records of the Depository Trust Company, CEDE & CO., or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any bondholder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any notice with respect to the Bonds including any notice of redemption, or (iii) the payment to any bondholder (including any Beneficial Owner) or any other person, other than the Depository Trust Company, of any amount with respect to the principal of, or premium, if any, or interest on the Bonds except as otherwise provided herein.

So long as the Bonds are registered in the name of CEDE & CO., as nominee of the Depository Trust Company, no person other than the Depository Trust Company shall receive an authenticated Bond evidencing an obligation of the District to make payments of the principal of and premium, if any, and interest on the Bonds pursuant to this ordinance. The District and the Registrar and Paying Agent may treat as and deem the Depository Trust Company or CEDE & CO, to be the absolute bondholder of each of the Bonds for the purpose of (i) payment of the principal

of and premium, if any, and interest on such Bonds; (ii) giving notices of redemption and other notices permitted to be given to bondholders with respect to such Bonds; (iii) registering transfers with respect to such Bonds; (iv) obtaining any consent or other action required or permitted to be taken of or by bondholders; (v) voting; and (vi) for all other purposes whatsoever. The Registrar and Paying Agent shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the order of the Depository Trust Company, and all such payments shall be valid and effective fully to satisfy and discharge the District's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. Upon delivery by the Depository Trust Company to the District of written notice to the effect that the Depository Trust Company has determined to substitute a new nominee in place of CEDE & CO., and subject to the provisions herein with respect to consents, the words "CEDE & CO." in this ordinance shall refer to such new nominee of the Depository Trust Company. Notwithstanding any other provision hereof to the contrary, so long as any Bond is registered in the name of CEDE & CO., as nominee of the Depository Trust Company, all payments with respect to the principal of and premium, if any, and interest on such Bonds and all notices with respect to such Bonds shall be made and given, respectively, to the Depository Trust Company as provided in a representation letter from the District to the Depository Trust Company (the "Blanket Issuer Letter of Representations").

Upon receipt by the District of written notice from the Depository Trust Company to the effect that the Depository Trust Company is unable or unwilling to discharge its responsibilities and no substitute depository willing to undertake the functions of the Depository Trust Company hereunder can be found which is willing and able to undertake such functions upon reasonable and customary terms, then the Bonds shall no longer be restricted to being registered in the register of

the District kept by the Registrar and Paying Agent in the name of CEDE & CO., as nominee of the Depository Trust Company, but may be registered in whatever name or names the bondholders transferring or exchanging the Bonds shall designate, in accordance with the provisions of this ordinance.

If the District determines that it is in the best interest of the bondholders that they be able to obtain certificates for the fully registered Bonds, the District may notify the Depository Trust Company and the Registrar, whereupon the Depository Trust Company will notify the Beneficial Owners of the availability through the Depository Trust Company of certificates for the Bonds. In such event, the Registrar shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by the Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever the Depository Trust Company requests the District and the Registrar and Paying Agent to do so, the Registrar and Paying Agent and the District will cooperate with the Depository Trust Company by taking appropriate action after reasonable notice to (i) make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's Depository Trust Company account, or (ii) arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

If the Bonds shall no longer be restricted to being registered in the name of the Depository Trust Company, the Registrar and Paying Agent shall cause said Bonds to be printed in blank in such number as the Registrar and Paying Agent shall determine to be necessary or customary; provided, however, that the Registrar and Paying Agent shall not be required to have such Bonds printed until it shall have received from the District indemnification for all costs and expenses associated with such printing.

Section 4. Redemption. The Bonds shall be subject to redemption as set forth in the Bond Order.

Section 5. Execution and Negotiability. Each of the Bonds shall be executed in the name of the District by the manual or facsimile signature of the President, and the seal of the District shall be affixed, imprinted, engraved or otherwise reproduced thereon and attested by the manual or facsimile signature of the Secretary; and these officials, by the execution of a General Certificate, shall adopt as and for their own proper signatures the facsimile signatures appearing on the Bonds. In case any officer whose signature or facsimile signature appears on the Bonds shall cease to be such officer before the delivery of the Bonds, the signature of such officer shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

The Bonds shall have all of the qualities and incidents of negotiable instruments under the laws of the State of Illinois, subject to the provisions for registration herein. The Bonds shall also be authenticated by the manual signature of the Registrar and Paying Agent and no Bond shall be valid or become obligatory for any purpose until the certificate of authentication thereon has been so executed.

Section 6. Form of Bonds. The form and tenor of the Bonds shall be substantially as follows, all blanks to be filled in properly prior to delivery:

REGISTERED
NO R-

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF ILLINOIS
COUNTY OF COOK
HOFFMAN ESTATES PARK DISTRICT
GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 2025

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Original Date</u>	<u>Authentication Date</u>	<u>[CUSIP]</u>
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REGISTERED OWNER:

PRINCIPAL SUM:

The Hoffman Estates Park District, Cook County, Illinois (the "District"), for value received, hereby promises to pay to the Registered Owner named above or registered assigns, the Principal Sum set forth above on the Maturity Date set forth above (unless this bond be subject to and be called for redemption prior to maturity as hereinafter provided), and to pay interest hereon (computed on the basis of a 360-day year of twelve 30-day months) at the Interest Rate per annum stated above from the interest payment date to which interest has been paid next preceding the Authentication Date of this bond unless this bond is authenticated after the fifteenth day of the month preceding an interest payment date and on or before such interest payment date in which case it shall bear interest from such interest payment date or unless this bond is authenticated on or before May 15, 2026, in which case it shall bear interest from the Original Date, until the principal is paid, which interest is payable on June 1, 2026, and semiannual thereafter.

This bond is one of an authorized issue of General Obligation Limited Tax Park Bonds, Series 2025 (the "Bonds") of the District, of like date, tenor and effect, aggregating \$3,350,000; numbered consecutively from 1 up; issued for the purpose of paying the costs of the Refunding and the Projects (as defined in the Ordinance) and the costs of issuing the Bonds. This bond is issued pursuant to a Bond Ordinance adopted by the Board of Park Commissioners of said District (the "Board") on October 28, 2025, as supplemented by a Bond Order dated as of [], 2025] (the Bond Ordinance, as supplemented by the Bond Order, the "Ordinance"), and in accordance with Park Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act, as amended from time to time, the proceeds of which Bonds are to be applied solely to pay the costs of the Projects and the Refunding and the payment of costs of issuance of the Bonds.

This bond is transferable or exchangeable only upon the books of the District kept for that purpose at the designated corporate trust office of the Registrar and Paying Agent (as defined in the Ordinance) by the registered owner hereof in person, or by its attorney duly authorized in writing, upon surrender of this bond together with a written instrument of transfer or exchange satisfactory to the Registrar and Paying Agent duly executed by the registered owner, or its attorney duly authorized in writing, and thereupon a new fully registered bond or bonds in an authorized aggregate principal amount and of the same maturity, shall be executed and delivered in the name of the transferee or transferees or to the registered owner, as the case may be, in exchange therefor. The District, the Registrar and Paying Agent, and any other registrar or paying agent for this bond may treat and consider the person in whose name this bond is registered as the absolute owner hereof for all purposes, including for the purpose of receiving payment of, or on account of, the principal hereof and interest due hereon.

This bond is subject to defeasance prior to payment as provided in the Ordinance referred to herein. THE OWNER OF THIS BOND, BY THE ACCEPTANCE HEREOF, HEREBY AGREES TO ALL THE TERMS AND PROVISIONS CONTAINED IN THE ORDINANCE.

The bonds maturing in any one year are issuable only in fully registered form in the denomination of \$5,000 and increments thereof.

The principal of this bond is payable at the designated corporate trust office of the Registrar and Paying Agent. All payments of interest on this bond shall be paid by check, mailed one (1) business day prior to the interest payment date to the registered owner hereof as of the fifteenth day of the month preceding the interest payment date at the address as it appears on the registration books kept by the Registrar and Paying Agent or at such other address as is provided to the Registrar and Paying Agent in writing by the registered owner. If payment of principal or interest is made to a depository, payment shall be made by wire transfer on the payment date in same-day funds. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The Registrar and Paying Agent shall wire transfer payments so such payments are received at the depository by 2:30 p.m. (New York City time). All payments on the bond shall be made in any coin or currency of the United States of America, which on the dates of such payment, shall be legal tender for the payment of public and private debts.

This bond is a general obligation of the District payable from ad valorem taxes to be levied on all taxable property within the District without limitation as to rate. The amount of said taxes that may be extended to pay this bond is, however, limited as provided by law to the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) (the "Base"). The District is authorized to issue from time to time additional limited bonds payable from the Base and additional non-referendum bonds payable from property taxes unlimited as to rate or amount, as permitted by law to pay the District's limited bonds. This bond is negotiable, subject to registration provisions, pursuant to the laws of the State of Illinois.

It is hereby certified and recited that all acts, conditions and things required to be done precedent to and in the execution, issuance and delivery of this bond have been done and performed in regular and due form as provided by law; that the indebtedness of the District, including the issue of the Bond of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax sufficient to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

This bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been executed by an authorized representative of the Registrar.

IN WITNESS WHEREOF, the Hoffman Estates Park District, Cook County, Illinois, has caused this bond to be executed by the manual or facsimile signature of the President of the District, the seal of said District (or a facsimile thereof) to be affixed, imprinted, engraved or otherwise reproduced hereon and attested by the duly authorized manual or facsimile signature of the Secretary, all as of the Original Date identified above.

HOFFMAN ESTATES PARK DISTRICT
COOK COUNTY, ILLINOIS

By: _____
President, Board of Park Commissioners

By: _____
Secretary, Board of Park Commissioners

(SEAL)

Countersigned

By: _____
Treasurer, Board of Park Commissioners

REGISTRAR'S CERTIFICATION OF AUTHENTICATION

This bond is one of the Bonds described in the within-mentioned Ordinance.

[_____], Illinois

By: _____
Authorized Representative

[End Form of Bond]

Section 7. Authorization for Preparation and Sale of the Bonds; Purchase Contract. The Treasurer is hereby authorized and directed to have the Bonds prepared, and the President and the Secretary are hereby authorized and directed to execute and attest the Bonds in the form and manner provided herein. The Treasurer is hereby authorized and directed to deliver the Bonds to the purchaser thereof (the "Purchaser"), upon completion of negotiation of the terms of the sale and receipt of the purchase price therefor in the amount of not less than 97% of the par amount of the Bonds or greater than 102% of the par amount of the Bonds. The President and Secretary are hereby authorized to execute a contract for the sale of the Bonds containing terms not inconsistent with the terms of this Ordinance (the "Purchase Contract"), provided that (i) the President finds and determines that the Bonds will be sold at such price and bear interest at such rates that neither the

true interest cost (yield) nor the net interest rate received upon such sale exceed the maximum rate otherwise authorized by Illinois law, (ii) the Purchase Contract is in the best interests of the District, and (iii) no person holding any office of the District, either by election or appointment, is in any manner financially interested directly, in his or her own name, or indirectly, in the name of any other person, association, trust or corporation, in the Purchase Contract. Before being issued, the Bonds shall be registered and numbered, such registration being made in a book provided for that purpose, in which shall be entered a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due. The Bonds shall be executed as in this ordinance provided as soon after the execution of the Purchase Contract as may be done, and thereupon the Bonds shall be deposited with the Treasurer who receives the taxes of the District, and be by said Treasurer delivered to the Purchaser upon receipt of the purchase price therefor.

The Bonds when fully paid for and delivered to the Purchaser, shall be the binding general obligations of the District. The proper officers of the District are hereby directed to sell the Bonds to the Purchaser and to do whatever acts and things which may be necessary to carry out the provisions of this ordinance.

Section 8. Offering Material. The President is authorized to approve a form of Preliminary Official Statement for the Bonds, or such other offering material relating to the issuance and sale of the Bonds upon the guidance of the District's municipal advisor, and to deem it nearly final, and the President is hereby authorized and directed to execute the final Official Statement or other offering material after the sale of the Bonds to the Purchaser.

Section 9. Tax Levy. In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due and also pay and discharge the principal thereof at maturity, there shall be levied upon all the taxable property within the District a direct

annual tax (the “Pledged Taxes”) for each of the years in which the Bonds are outstanding, in amounts sufficient for those purposes, and that there be and there is hereby levied upon all of the taxable property in the District, in addition to all other taxes, a direct annual tax in the years and amounts as set forth in the Bond Order.

Principal or interest coming due at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from current funds on hand of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the Purchaser and the holders of the Bonds that so long as the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy, unless the abatement of any particular tax levy amount has been provided for through the deposit of moneys in a segregated account, and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund (as defined in Section 12 of this ordinance) established to pay the principal of and interest on the Bonds.

The funds derived from the tax levy be and the same are hereby appropriated and set aside for the sole and only purpose of paying principal and interest on the Bonds when and as the same become due. The funds from the sale of the Bonds be and they are hereby appropriated and set aside for the purposes hereinbefore set out.

If the District deposits funds from any lawful source into the Bond Fund, the Secretary shall file written direction with the County Clerk to abate the taxes by the amount so deposited, and such deposits shall be made prior to any such abatement being filed with the County Clerk. No Pledged

Taxes may be abated unless and until the proper amount of such abatement has been deposited irrevocably into the Bond Fund and dedicated to the payment of the Bonds.

Section 10. Filing of Ordinance. Forthwith upon this ordinance becoming effective, the Secretary is hereby directed to file a certified copy of this ordinance, which certificate shall recite that this ordinance has been passed by the Board and published, with the County Clerk of Cook County (the “County Clerk”), and it shall be the duty of said County Clerk to ascertain in each tax year that the Bonds are outstanding the rate necessary to produce the tax herein and therein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in said years, in order to raise the amount aforesaid and in said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general corporate purposes of the District, and when collected, the taxes hereby levied shall be used only for the purpose of paying the principal of and interest on the Bonds.

Section 11. Bond Proceeds. A portion of the proceeds of the Bonds shall be used for the Refunding of the Refunded Bonds and shall be used solely for the Refunding. Any proceeds of the Bonds remaining upon completion of the Refunding shall be deposited in the Capital Project Fund (as defined in Section 13 of this ordinance) and used to fund the Projects and to pay costs of issuance.

Section 12. Bond Fund. There is hereby created and established a special fund of the District known as the “2025 Bond Fund” (the “Bond Fund”) to be held by the Treasurer, which is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the District by this ordinance. The Bond Fund shall be the fund for the payment of the principal of and interest on the Bonds at maturity or on interest payment dates or redemption. Any

capitalized or accrued interest included in the proceeds of the sale of the Bonds shall be deposited in the Bond Fund for the payment of interest on the Bonds, and Pledged Taxes shall be deposited into the Bond Fund, as received, and shall be used solely and only for the payment of principal and interest on the Bonds when due (including any redemption). The Bonds are secured by a pledge of all moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the District are discharged under this ordinance.

Section 13. Capital Project Fund. There is hereby created and established a special fund of the District known as the “2025 Capital Project Fund” (the “Capital Project Fund”) to be held by the Treasurer of the District. Said fund is to be used for the financing of the Projects. In the event that any moneys remain in the Capital Project Fund upon completion of the Projects, the District shall use such money for additional capital improvements within the District or deposit the remaining moneys in the Bond Fund in which case such moneys shall be used to pay the principal of and interest on the Bonds on the earliest possible date.

Section 14. Escrow Account. If applicable, the Treasurer is hereby authorized to establish a special fund known as the “2025 Escrow Account” (the “Escrow Account”) for the Refunded Bonds if required to defease such bonds. The President and Secretary are authorized to execute an escrow and defeasance agreement, and to approve and execute any certificates and documents on behalf of the District in connection with the refunding of the Refunded Bonds. The District is authorized to appoint a financial institution to serve as escrow agent for the Refunded Bonds. There shall be deposited in the Escrow Account the proceeds of the Bonds in an amount sufficient to effect the Refunding as needed. Any moneys in the Escrow Account shall be used to complete the Refunding.

Section 15. Additional Funds and Accounts. In addition to the funds established hereunder, the President is hereby authorized and directed to establish, and the Treasurer is further authorized to hold, any and all funds and/or accounts they deem necessary or convenient to the accomplishment of the purposes set forth in this ordinance.

Section 16. Defeasance of the Bonds. If, when the Bonds or a portion thereof shall have become due and payable in accordance with their terms or shall have been duly called for redemption or irrevocable instructions to call the Bonds or a portion thereof for redemption shall have been given, and the whole amount of the principal and the interest and the premium, if any, so due and payable upon all of the Bonds or a portion thereof then outstanding shall be paid; or (i) sufficient moneys or (ii) direct obligations of the United States of America (including obligations issued or held in book entry form on the books of the Department of the Treasury), the principal of and the interest on which when due will provide sufficient moneys for such purpose, shall be held in trust for such purpose, and provision shall also be made for paying all fees and expenses for the redemption, then and in that case the Bonds or any designated portion thereof issued hereunder shall no longer be deemed outstanding or entitled to any pledge of the Pledged Taxes made herein.

Section 17. Amendments with Consent of Bondholders. Subject to the terms and provisions contained in this section, and not otherwise, the owners of not less than sixty-six and two-thirds percent (66 $\frac{2}{3}\%$) in aggregate principal amount of the Bonds issued pursuant to this ordinance and then outstanding shall have the right from time to time, anything contained in this ordinance to the contrary notwithstanding, to consent to and approve the adoption by the District of such ordinance or ordinances supplemental hereto or amendatory hereof, as shall be deemed necessary or desirable by the District for the purpose of modifying, altering, amending, adding to or rescinding in any particular manner any of the terms or provisions contained in this ordinance,

or in any supplemental ordinance; provided, however, that nothing herein contained shall permit or be construed as permitting:

- (a) An extension of the maturity of the principal of or interest on any Bond issued pursuant to this ordinance; or
- (b) A reduction in the principal amount of any Bond or the rate of interest thereon; or
- (c) A preference or priority of any Bond or Bonds issued pursuant to this ordinance over any other Bond or Bonds issued pursuant to the provisions of this ordinance; or
- (d) A reduction in the aggregate principal amount of the Bonds required for consent to such supplemental ordinance.

If the owners of not less than sixty-six and two-thirds percent (66 $\frac{2}{3}\%$) in aggregate principal amount of the Bonds outstanding at the time of adoption of such supplemental ordinance shall have consented to and approved the adoption thereof by written instrument to be maintained on file in the office of the Secretary, no owner of any Bond issued pursuant to this ordinance shall have any right to object to the adoption of such supplemental ordinance or to object to any of the terms and provisions contained therein or the operation thereof, or in any manner to question the propriety of the adoption thereof, or to enjoin or restrain the District from adopting the same, or from taking any action pursuant to the provisions thereof. Upon the adoption of any supplemental ordinance pursuant to the provisions of this section, this ordinance shall be, and shall be deemed, modified and amended in accordance therewith, and the respective rights, duties and obligations under this ordinance of the District and all owners of Bonds then outstanding, shall thereafter be determined, exercised and enforced in accordance with this ordinance, subject in all respects to such modifications and amendments. Notwithstanding anything contained in the foregoing provisions of this ordinance, the rights and obligations of the District and of the owners of the

Bonds authorized by this ordinance, and the terms and provisions of the Bonds and this ordinance, or any supplemental or amendatory ordinance, may be modified or altered in any respect with the consent of the District and the consent of the owners of all the Bonds then outstanding:

Section 18. Tax Covenants. In order to preserve the exclusion of interest on the Bonds from gross income for federal tax purposes under Section 103 of the Internal Revenue Code of 1986 as existing on the date of issuance of the Bonds (the "Code") and as an inducement to purchasers of the Bonds, the District represents, covenants and agrees that:

(a) The projects financed with the proceeds of the Bonds will be available for use by members of the general public. Use by a member of the general public means use by natural persons not engaged in a trade or business. No person or entity, other than the District or another state or local governmental unit, will use more than ten percent (10%) of the proceeds of the Bonds or property financed by the Bond proceeds other than as a member of the general public. No person or entity other than the District or another state or local governmental unit will own property financed by Bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract, an arrangement such as a take-or-pay or output contract or any other type of arrangement that conveys other special legal entitlements and differentiates that person's or entity's use of such property from the use by the general public, unless such uses in the aggregate relate to no more than ten percent (10%) of the proceeds of the Bonds. If the District enters into a management contract for the Projects, the terms of the contract will comply with IRS Revenue Procedure 2017-13, as it may be amended, supplemented or superseded from time to time, so that the contract will not give rise to private business use under the Code and the Regulations, unless such use in aggregate relates to no more than ten percent (10%) of the proceeds of the Bonds.

(b) No more than ten percent (10%) of the payment of the principal of or interest on the Bonds will be (under the terms of the Bonds, this ordinance or any underlying arrangement), directly or indirectly, (i) secured by any interest in property used or to be used for a private business use or payments in respect of such property or (ii) derived from payments (whether or not to the District) in respect of such property or borrowed money used or to be used for a private business use.

(c) No more than five percent (5%) of the Bond proceeds will be loaned to any entity or person other than a state or local governmental unit. No more than five percent (5%) of the Bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the Bond proceeds.

(d) The District reasonably expects, as of the date hereof, that the Bonds will not meet either the private business use test described in paragraphs (a) and (b) above or the private loan test described in paragraph (c) above during the entire term of the Bonds.

(e) No more than five percent (5%) of the proceeds of the Bonds will be attributable to private business use as described in (a) and private security or payments described in (b) attributable to unrelated or disproportionate private business use. For this purpose, the private business use test is applied by taking into account only use that is not related to any government use of proceeds of the issue (Unrelated Use) and use that is related but disproportionate to any governmental use of those proceeds (Disproportionate Use).

(f) Neither the District nor the Board will take any action or fail to take any action with respect to the Bonds that would result in the loss of the exclusion from gross income for federal

tax purposes on the Bonds pursuant to Section 103 of the Code, nor will the District or the Board act in any other manner which would adversely affect such exclusion.

(g) It shall not be an event of default under this ordinance if the interest on any Bond is not excludable from gross income for federal tax purposes or otherwise pursuant to any provision of the Code which is not currently in effect and in existence on the date of issuance of the Bonds.

(h) The District certifies that to the extent necessary to preserve the exclusion from gross income of interest on the Bonds for federal tax purposes, it will rebate any arbitrage profits to the United States of America in accordance with Section 148(f) of the Code and the Regulations promulgated thereunder.

(i) These covenants are based solely on current law in effect and in existence on the date of delivery of such Bonds. The District hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President and the Secretary, to make such further covenants and certifications as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be excludable from gross income for federal income tax purposes. In connection therewith, the District further agrees: (a) through its officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds as required pursuant to Section 148 of the Code and the regulations promulgated thereunder; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, municipal advisors, attorneys, and other persons to assist the District in such compliance.

Section 19. Noncompliance with Tax Covenants. Notwithstanding any other provisions of this ordinance, the covenants and authorizations contained in this ordinance (the “Tax Sections”) which are designed to preserve the exclusion of interest on the Bonds from gross income under federal law (the “Tax Exemption”) need not be complied with if the District receives an opinion of nationally recognized bond counsel that any Tax Section is unnecessary to preserve the Tax Exemption.

Section 20. Registered Form. The Bonds shall be issued and remain in fully registered form. The District agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 21. Professional Services. The District shall retain Austin Meade Financial Ltd. to serve as municipal advisor and Taft Stettinius & Hollister LLP to serve as bond counsel in connection with the issuance of the Bonds.

Section 22. Severability. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

Section 23. Publication. The Secretary is hereby authorized and directed to publish this ordinance in pamphlet form and to file copies thereof for public inspection in his/her office.

Section 24. Conflicting Ordinances. All ordinances, resolutions and parts of ordinances and resolutions, in conflict herewith are hereby repealed.

Section 25. Headings. The headings or titles of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect of this ordinance.

Section 26. Effective Date. This ordinance shall be in full force and effect from and after its adoption and publication.

ADOPTED this 28th day of October, 2025, by a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 28th day of October, 2025.

President, Board of Park Commissioners
Hoffman Estates Park District

ATTEST:

Secretary, Board of Commissioners
Hoffman Estates Park District

MEMORANDUM NO. M25-089

TO: **Board of Commissioners**
FROM: **Craig Talsma, Executive Director**
RE: **IAPD Credentials Certificate**
DATE: **October 28, 2025**

Motion

Approve the IAPD Credentials Certificate with the appointment of the delegate and 1st, 2nd, and 3rd alternates as follows:

Delegate: Marc Friedman – President/Commissioner
1st alternate: Raj Chhatwani – Vice President/Commissioner
2nd alternate: Robert Kaplan – Treasurer/Commissioner
3rd alternate: Keith Evans – Asst. Secretary/Commissioner

Background

IAPD's Annual Business Meeting will be held on Saturday, January 31, 2026 at 3:30 p.m. during the IAPD/IPRA Conference. Each member district shall be entitled to be represented at all Association Meetings and Conferences by a Delegate.

Rationale

The Park Board must appoint one delegate and a 1st, 2nd, and 3rd alternate to attend IAPD's Annual Business Meeting on January 31. Attached is a Credentials Certificate, which, when properly certified by the Board Secretary and approved by the Board, will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the IAPD Annual Business Meeting.

CREDENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

Hoffman Estates Park District (Name of Agency) held at
Triphahn Center (Location) on October 28, 2025 at 7:00 p.m.
(Month/Day/Year) (Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 31, 2026 at 3:30 p.m.**:

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	<u>Marc A. Friedman</u>	<u>President</u>	<u>marcafriedman@heparks.org</u>
1st Alternate:	<u>Raj Chhatwani</u>	<u>Vice President</u>	<u>rchhatwani@heparks.org</u>
2nd Alternate:	<u>Robert Kaplan</u>	<u>Treasurer</u>	<u>rkaplan@heparks.org</u>
3rd Alternate:	<u>Keith Evans</u>	<u>Asst. Secretary</u>	<u>kevans@heparks.org</u>

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org