



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

AGENDA
REGULAR BOARD MEETING NO. 990
TUESDAY, FEBRUARY 24, 2015
7:00 p.m.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. AWARDS & RECOGNITION
 - Best of Hoffman: Al Zamin
5. APPROVAL OF MINUTES
 - A. Special Board Minutes 1/13/15
 - B. Regular Board Minutes 1/27/15
6. COMMENTS FROM THE AUDIENCE
7. CONSENT AGENDA
 - A. Purchase of Z-Turn Mowers M15-008
 - B. Pick-up Truck Purchase M15-009
 - C. Court/Rink Repairs M15-011
 - D. Supply of playground equipment bid opening
 - E. Special Event Enhancements M15-018
 - F. Reimbursement of Fees Agreement and policy change M15-022
 - G. Ford Explorer purchase M15-023
 - H. Ford F150 Truck purchase M15-015
 - I. Rough Mower purchase M15-020
 - J. Surplus Ordinance O15-001 M15-019
 - K. A&F Detail Reports
 - Manual checks \$323,928.77
 - Monthly Invoices \$175,010.86
 - L. Financial Statements
 - M. Acceptance of B&G Minutes 1/6/15
 - N. Acceptance of Rec Minutes 1/13/15
 - O. Acceptance of A&F Minutes 1/20/15

REGULAR BOARD MEETING NO. 990

February 24, 2015

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8. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT
9. PRESIDENT'S REPORT
 - A. SPRA Recognition
 - B. IAPD Awards/Grants
 - C. Eco-Skies Community Grant
10. OLD BUSINESS
11. NEW BUSINESS
 - Intergovernmental Agreement for the disconnection of property from Palatine Park District /M15-025
12. COMMISSIONER COMMENTS
13. EXECUTIVE SESSION
 - A. Minutes, pursuant to Section 2(c)(21) of the Open Meetings Act.
 - 1/27/15
 - B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.
14. DISCUSSION AND VOTE ON MATTERS DISCUSSED IN EXECUTIVE SESSION
15. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE HOFFMAN ESTATES PARK DISTRICT TRIPHAHN CENTER, 1685 W. HIGGINS ROAD, HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES
SPECIAL BOARD MEETING
January 13, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on January 13, 2015 at 7:50 pm at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioners K. Evans, R. Evans, Kilbridge, McGinn, President Bickham

Absent: Commissioners Greenberg, Mohan

Also Present: Executive Director Bostrom, Deputy Director/ A&F Director Talsma

Audience: None

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Agenda:

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to approve the agenda as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

None

7. Commissioner Comments:

Commissioner Kilbridge reminded the board of the Foundation Girls' Night Out Event coming February 19, 2015.

8. Executive Session:

Commissioner Kilbridge made a motion, seconded by Commissioner K. Evans to move to Executive Session at 7:52 p.m. for the purposes of:

- A. The purchase or lease of real property owned by the public body, pursuant to Section 2(C)(6) of the Open Meetings Act..

On a Roll Call Vote: Carried: 5-0-2
Ayes: 5 K. Evans, R. Evans, Kilbridge, McGinn, Bickham
Nays: 0
Absent: 2 Greenberg, Mohan

Commissioner R. Evans made a motion, seconded by Commissioner McGinn to reconvene to regular session at 8:45 p.m. The motion carried by voice vote.

9. Discussion and Vote from Executive Session:

None

10. Adjournment:

Commissioner Kilbridge made a motion, seconded by Commissioner K. Evans to adjourn the meeting at 8:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary



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**MINUTES
REGULAR BOARD NO. 989
January 27, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on January 27, 2015 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioners K. Evans, R. Evans, Greenberg, Kilbridge, McGinn, Mohan, President Bickham

Absent: None

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

Audience: Comm Rep Kaplan, 50+ Coordinator Cuff, Dane Mall and Jesse Kinsland from PDRMA, Michael Cudzile 1934 Grove Ave, Lisa Crocket 2070 Shepard Rd, Jim Fabbrini 1921 Fairway Ct, Robert & LaDonn Meyer 1100 Englewood, Diane Lawrence 1315 Nottingham, Lilian Clinton Volunteer of the Year, Firefighter Patrick Clarke BOH and department friends.

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Agenda:

Commissioner Mohan made a motion, seconded by Commissioner Greenberg to approve the agenda as presented. The motion carried by voice vote.

4. Awards & Recognition:

A. Best of Hoffman:

President Bickham recognized Firefighter Patrick Clarke because of his desire to respond to the needs of our senior citizens. Pat was helpful in the circulation of an emergency card that gives seniors a way to communicate their ailments and medications in the event of a first responder situation.

B. Volunteer of the Year:

President Bickham recognized Lilian Clinton for the tremendous volunteer services she provides to the park district, 50+ and the Friends of HE Parks Foundation.

5. Minutes:

Commissioner McGinn made a motion, seconded by Commissioner Mohan to approve the minutes of the December 16, 2014 Regular Board, December 9, 2014 Forward Plan and December 2, 2014 Public Meeting as presented. The motion carried by voice vote.

6. Comments from the Audience:

None

7. Consent Agenda:

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to approve the Consent Agenda as presented.

On a Roll Call Vote: Carried 7-0-0

Ayes: 7 K. Evans, R. Evans, Greenberg, Kilbridge, McGinn, Mohan,
President Bickham

Nays: 0

Absent: 0

- A. Pregnancy Discrimination Policy M15-004
- B. Initial Review of newly hired employees M15-005
- C. A&F Detail Reports
 - o Manual checks \$389,865.18
 - o Monthly Invoices \$537,420.82
- D. Financial Statements
- E. Acceptance of B&G Minutes 12/2/14
- F. Acceptance of A&F Minutes 12/16/14

8. Adoption of Executive Director's Report:

Commissioner Greenberg made a motion, seconded by Commissioner R. Evans to adopt the Executive Director's Report as presented. The motion carried by voice vote.

9. President's Report:

President Bickham made note of Deputy Director Talsma's appointment to the PDRMA Board of Directors; Director Kies appointment to the IPRA Foundation Board and his vice-chairmanship for the Chamber of Hoffman Estates; Brian Bechtold's appointment to Division Director of Golf Operations. He also noted that BPC received the Wedding Wire Award; that the HEPD had received the Exceptional Work Place Award and that HR Manager Leninger had won the Aon Stair Climb over the weekend and been interviewed by WGN.

10. Old Business:

None

11. New Business:

A. PDRMA Presentation:

Jesse Kinsland and Dan Mall gave a presentation on Risk Management statistics congratulating the park district on their involvement with PDRMA since the beginning, Deputy Director Talsma's appointment to the PDRMA Board and Director Kies' involvement with the Claims Committee. Mr. Kinsland went on to note that in tracking trends, PDRMA noted areas to be addressed to prevent workman's comp claims making note of such programs as:

- 3 points of contact
- 30 seconds Site Survey
- Stretching and Ergonomics
- Safety in the Workplace

He also congratulated Director Giacalone on the parks/maintenance department's training in this area noting that they were looking to implement the Supervisory and Coaching program.

Commissioner K. Evans asked about the frequency and Jesse Kinsland noted that they had a few with severe injuries and some that were

minor. Commissioner K. Evans also asked about liability and Jesse Kinsland noted the cost was primarily defense costs.

Commissioner McGinn asked if these programs were implemented at other park districts and Jesse Kinsland noted that they were.

Commissioner McGinn asked if they offered this information at a conference session and it was noted that they did.

Commissioner Kilbridge asked about the direct/indirect costs and Jesse Kinsland explained that there were \$200,000 of direct costs in medical costs and loss of that person on the job and generally doubled or \$400,000 in indirect costs with supervisors filling out forms and finding other staff to handle the work load.

President Bickham asked about 2008 being down so low and it was noted that while they did not have specific reasons, it could have been a mild winter with less stressful job duties.

B. Renaming of Highpoint Park/ M15-010:

Executive Director Bostrom reviewed the issue noting that the park had originally been named after the neighborhood (Highpoint Neighborhood) but was in fact the lowest park in the district and that it served as a stormwater management area. He also explained that the renaming was for Joseph L. Fabbrini who was instrumental in establishing the district and that the district would place a plaque at the park site explaining his achievements. He also noted that they would be adding a plaque at Cannon Crossings to address why it had been named after Bill Cannon.

Mrs. Meyer of 1100 Englewood addressed the board explaining that they had lived at the entrance to Highpoint from the beginning and did not want to see the name changed.

Commissioner K. Evans addressed the comments explaining that the name was in honor of Mr. Fabbrini and his efforts with the district as opposed to a corporate sponsorship. He suggested a compromise of the Joseph L. Fabbrini – Highpoint Park name change explaining that he would like to honor Mr. Fabbrini. He also suggested a better job of educating the public on who Mr. Fabbrini was and asked if the district would have to begin the process again.

Executive Director Bostrom explained that he reviewed the policy and they would need to begin the process again. He also talked about how people still refer to the Triphahn Center as Blackhawk Community

Center and Bridges of Poplar Creek as just Poplar Creek and Cannon Crossings as Kelley Park.

Commissioner R. Evans asked if staff felt the residents' responses were based on being informed and it was noted that staff was not sure. Post cards had been sent out regarding the name change with a link on the website that explained who Mr. Fabbrini was but it was not known how many might have followed up on that information.

Commissioner Greenberg said he felt there was a 50/50 interest for and against the name change.

Commissioner Mohan noted that he had talked with 7 people and 6 had been in favor of the idea. He noted that he thought it was a good idea to honor Mr. Fabbrini and agreed with the need to more fully educate the public on the matter.

Commissioner McGinn noted that staff had done a great job investigating the history.

Commissioner Mohan noted that they were not changing the design or structure of the park.

Commissioner K. Evans made a motion to begin the process again and rename Highpoint Park the Joseph L. Fabbrini – Highpoint Park.

Mr. and Mrs. Meyer said they thought the suggestion of Fabbrini-Highpoint Park a good compromise expressing concern that residents would not know where Fabbrini Park was.

Comm Rep Kaplan noted that in time, residents would figure out that Fabbrini Park was Highpoint.

President Bickham thanked everyone for their feedback noting that he believed that the district might not be here without Mr. Fabbrini. He also supported more education for the public on the name change.

Mr. Meyer noted again that they would support the Fabbrini-Highpoint Park name change along with a plaque honoring Mr. Fabbrini.

President Bickham called for a second to the motion. Receiving none, the motion died. Commissioner K. Evans noted that while he was in favor of honoring Mr. Fabbrini, he would vote no in support of the residents' opinions.

Commissioner Greenberg made a motion, seconded by Commissioner McGinn to approve the name change of Highpoint Park to the Joseph L. Fabbrini Park.

On a Roll Call Vote: Carried 6-1-0

Ayes: 6 R. Evans, Greenberg, Kilbridge, McGinn, Mohan,
President Bickham

Nays: 1 K. Evans

Absent: 0

C. Marquee Signs Warranty 6-10 yr./M15-003:

Executive Director Bostrom reviewed the item noting it had been approved by the A&F Committee and they had requested clarification for it to go before the board. Commissioner Kilbridge asked about the definition of accidental damage and Executive Director Bostrom noted it would be something like a golf ball damaging the sign.

Commissioner Mohan made a motion, seconded by Commissioner Greenberg to purchase the additional 5 years of warranty for \$25,312.

On a Roll Call: Carried 7-0-0

Ayes: 7 K. Evans, R. Evans, Greenberg, Kilbridge, McGinn,
Mohan, President Bickham

Nays: 0

Absent: 0

12. Commissioner Comments:

Commissioner Greenberg noted that it was an excellent conference.

Commissioner R. Evans agreed.

Commissioner Kilbridge agreed noting it was good to see so many from the district down there.

Commissioner Mohan noted that he had heard it was an excellent conference with 2800 in attendance.

Commissioner McGinn noted it was great and that he was looking forward to the staff breakfast Wednesday.

Commissioner K. Evans said he had attended 9 sessions in 2 days and enjoyed the conference.

Commissioner Greenberg noted his favorite part was enjoying the lunch and watching the video of all the districts; that that's what it was all about.

13. Executive Session:

Commissioner Mohan made a motion, seconded by Commissioner Greenberg to move to Executive Session at 8:20 p.m. for the purposes of:

- A. Minutes - Section 2 (C)(21)
- B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(C)(1) of the Open Meetings Act.
- C. The purchase or lease of real property for the use of the public body, pursuant to Section 2(C)(5) of the Open Meetings Act.
- D. The purchase or lease of real property owned by the public body, pursuant to Section 2(C)(6) of the Open Meetings Act.
- E. Pending or probably litigation, pursuant to Section 2(c)(11) of the Open Meetings Act.

On a Roll Call Vote: Carried: 7-0-0
Ayes: 7 K. Evans, R. Evans, Greenberg, Kilbridge, McGinn, Mohan
President Bickham
Nays: 0
Absent: 0

Commissioner Kilbridge made a motion, seconded by Commissioner McGinn to reconvene to regular session at 9:45 p.m. The motion carried by voice vote.

14. Discussion and Vote from Executive Session:

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to recommend the district move forward with the concept of a Sponsorship Coordinator with salary and bonus not to exceed \$40,000.

On a Roll Call Vote: Carried: 7-0-0
Ayes: 7 K. Evans, R. Evans, Greenberg, Kilbridge, McGinn, Mohan
President Bickham
Nays: 0
Absent: 0

15. Adjournment:

Commissioner Greenberg made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 9:47 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING 990**

EXECUTIVE DIRECTOR'S REPORT

February 2015

PARKS DIVISION

1. Staff removed and constructed new front desk area and installed new 2x2 carpet squares in Kids Korner at PSSWC.
2. Staff refinished sanded, stained and repaired 2 service desk swinging doors.
3. Staff constructed new Park ID sign for Essex Park.
4. Staff constructed out of wood six surfboards for dance room staff at TC.
5. Staff installed three new rubber stair treads on entrance to running track north side of building.
6. Staff started the remodel project on Half Way House at BPC.
7. Tree and brushwork has started at the Summit property (Essex Park). Buckthorn and Honeysuckle removal and tree hazards are being addressed as well. This work is being done as weather and site conditions permit and will most likely continue into the summer months.
8. Emerald Ash Borer project update: To date we have removed 273 Ash and replaced 127, leaving 146 Ash that need to be replaced, with 100 planned to be replaced this year (2015). 168 Ash remain in the active park areas, which will most likely also be removed. There are 269 inventoried Ash trees in our natural areas that will be evaluated and removed as needed. These will not need to be replaced as there are enough quality trees in these areas which will benefit from the Ash removals.
9. Precipitation is down 70% from last year at this time and snow removal has been minimal. Several events have caused nuisance snow and ice build-up. Salt usage is down 70-80% compared to last year and overtime has been controlled.
10. Staff has secured competitive pricing for pesticides and fertilizer. Shipping is a major consideration, although surcharges have dropped significantly because of the easing of fuel prices.
11. As last month was reported trash collection still continues at a high rate. Investigations continue to determine if fly dumping is occurring.
12. Research continues to maintain our leading edge position in Green Initiatives. Several leads were collected at the State Conference and are being followed.
13. New pumps were installed at Prairie Stone for the whirlpool, which includes 3 turbo pumps that work the jets as well as a filter pump and chemical pump.
14. All lights on the running track at Triphahn Center were updated to LED lighting.
15. Estimated completion date of March 31st for the north wall lights at Prairie Stone that will light up the images on the outside of the building. We have all material on hand and prepping everything now.
16. The maintenance crew repaired all the deck chairs for Seascape Aquatic Center that had broken straps.

17. We repaired multiple heaters at the golf maintenance shop for Bridges of Poplar Creek.
18. The boiler that supplies hot water to Prairie Stone had all new heat shield tiles installed due to the old ones crumbling and causing the unit to not work properly.
19. The boiler that heats the whirlpool at Prairie Stone needed new wiring as well as new sensors and flow switches.
20. Multiple hand dryers were repaired across the Park District.
21. Many electrical ballasts have been replaced at Prairie Stone
22. Truck 523 replaced blower motor resistor
23. Truck 507 replaced vacuum modulator resistor on transmission
24. Vehicle 454 replaced rear stabilizer links
25. Truck 528 replaced front brake pads and rotors
26. Completed maintenance and repair on all mowers

PLANNING & DEVELOPMENT

1. Overall Planning Projects:

The district currently has \$1.1 million in work out for bid or being currently reviewed for award. The goal is to have all bids secured and awarded by the end of March/April. By doing this, the district will receive the most competitive pricing possible given the present construction bidding atmosphere.

2. Future Skate Board Facility:

On January 21st staff met with teens interested in the sport of skate boarding. This meeting was held at the Sheffield Townhomes club house and was intended to better understand the interest in this activity and the opportunity available to this user group. Members of the Sheffield Board of Directors have offered the possible use of their land adjacent to the playground as a possible location should the district determine that a skate park is needed in the southeast quadrant of the district. Presently, the teens are using a small facility in the Knollwood subdivision and traveling to other regional facilities including WRC Skate Park. Given the lack of recreational amenities for this age group, staff is aggressively assessing the viability for new facilities of this type in the district.

3. High Point Park Path and Restroom Renovations:

Staff is currently procuring materials for the renovation of the interior restrooms at High Point Park. Of particular need is to make the hand sinks ADA accessible in both bathrooms as the current configuration is not wide enough to allow for wheelchair access. In addition to the interior upgrades, staff is currently looking at the feasibility of adding a pedestal type of drinking fountain that would accommodate wheelchair bound individuals and a pet bowl. This drinking fountain would be located away from the restroom facility and adjacent to the existing path. The major issue in relocating this drinking fountain is providing water access and a means to drain waste water. Because of the concrete work

and asphalt path work currently planned for the area, now is the time to make this improvement.

4. Marquee Signs;

Staff has ordered the perennial plants to be installed as part of the landscape plan that was developed for each of the 4 locations. These plants will help soften the impact of the architectural look of the signs and digital boards. It is hoped that perennial plants will require less maintenance and yet provide the aesthetic appeal.

Recreation and Facilities Division



- 2/3 & 2/4 - Preschool Open House - Parents interested in registering their child for the Hoffman Estates Park District Preschool – Half Day Program, are invited to attend.
- 2/15-2/16 - Preschool Open House - Parents interested in registering their child for the Hoffman Estates Park District Preschool – Half Day Program, are invited to attend.
- 2/10 - Nutrition Workshop “Low Carb or Low Fat?” – 6p at PSSWC
- 2/13 - Daddy Daughter Dance – 6:30p at Bridges of Poplar Creek CC
- 2/26 - Taste of Preschool - 8:30a at Triphahn Center
- 2/19 - Girls' Night Out – 7p at First Place Sports Bar
- 2/20 - Mother Son Date Night – 6:30 PM at Bridges of Poplar Creek CC
- 2/20 - Friday Fish Fry – 4:30-9p at Bridges of Poplar Creek Fridays through 4/5)
- 2/21 - The Triphahn Center will be part of USA Hockey 8th Annual - Hockey Weekend Across America event February 21st. Staff will be facilitating “Give Hockey a Try” program which will run from 1:00pm – 2:00pm.
- 2/22 - Boy Scout Climbing Merit Badge Day – 8:30A-1:30P at PSSWC
- 2/26 - HEPD is hosting the Blackhawk Cup (girls division) runs through March 1st.
- 2/28 - Healthy Kids Fair – 10A-Noon at PSS&WC
- 3/06 - HEPD will be hosting the Midwest Sled Hockey League Championships which will take place through March 8th.

Snapshot Summary/Highlights:

- HEPD won the Exceptional Workplace Award from the IAPD/IPRA and was presented that plaque at the state conference.
- The adult men's basketball league has 26 teams this year as compared to 20 this time last year. This is an additional 8-12 participant's per team and/or 48 to 72 additional players.
- PSS&WC had a membership growth of 38% from this time last year for January; in 2014 the Member Services team sold 179 memberships whereas in 2015 they sold 247. This is a very strong number of memberships sold.

- During the IAPD/IPRA Conference, during one of the session, the speaker was a no show. Both Alisa Kapusinski and Nicole Chesak were granted permission to present on "Program Life Cycle" and all who attended received CEU's.
- The Basic Skills skating winter lesson program began on January 12th. There are 301 participants in the winter session whereas in 2014 there were 253 participants. That is a 16% increase in a program that nationally has a downward trending participation number.
- Positive feedback continues to be received from PSS&WC members about the extensive renovation of the Kids Korner area. With membership growing rapidly in the month of January, Kids Korner has been extremely busy with the addition of all the new members' children. The new design layout has been well received members now have ample space to store and gather personal belongings as they enter and depart the area.
- Currently 319 Seascape passes have been sold compared to 248 passes at this time in 2014.
- During the month of January a new swim school has opened up in the South Barrington Arboretum <http://www.fosswimschool.com/swimming-lesson-locations/> called Foss Swim School. Staff will continue to monitor the numbers, but the demographics/price point variance create a different targeted market. Currently the PSS&WC public lessons have seen a slight decrease in participation, 167 compared to 193 in 2014. The private swim lessons continue to remain strong 36 in 2105 as compared to 34 in 2014.
- This spring, HEPD will be adding 3 Travel baseball teams (compared to 0 in 2014).
- Staff is currently working on making adjustments within the STAR program to prepare for the District 54 all-day Kindergarten announcement. A memorandum has been prepared and is attached regarding financial impact and anticipated changes.
- Staff has evaluated some of the special events and has decided to create a few new ideas for 2015 and modify the previous schedule in 2014. A memorandum has been prepared and included in the Recreation Committee packet for discussion.
- Staff is in discussion with the Illinois Special Olympics about possibly hosting the 2016 Figure Skating and Speed Skating Championships in February of 2016.
- There is a brand new Boy Scout climbing wall merit badge class set to run on February 22nd from 8:30a-1:30pm. This program is available to Boy Scouts who are looking to complete the requirements for the BSA climbing merit badge. There are six participants signed up for this program which is great since the program is still over three weeks out. Private groups or troops may also schedule this as a private program.
- A participant from our "Write Now" class was published in the New York Reminisce Magazine under the "Bringing It All Back," section.
- The recreation and facilities division has developed 3 new task force groups including Social Equity, Secret Shopper and Environmental Stewardship. These task force groups will work to develop initiatives within their specific area of concentration to integrate these opportunities within our current program and service structure.



Dance

Program/Month/Year/Variance +/-	1/2014	1/2015	Var. +/-
Recital Dance	317	320	+3

- The dance program began the week of January 19th. There are a total of 320 students enrolled, 249 at TC and 71 at WRC. All Classes are now closed and costumes have been ordered for recital, many have started to come in.
- The Dance recitals will be held on Saturday, June 5th times TBD for TC and Sunday, June 6th at 2:00pm for Willow at Schaumburg High School.
- The Hoffman Stars Dance Company will be participating in 4 competitions this spring: The Des Plaines Idol on Saturday February 7-8, Cathy Roe Dance Competition the weekend of March 6-8 in Oswego and Rainbow National Dance Competition on April 10-12 and Talent on Parade May 1-3. This year the company is taking 6 group numbers and 7 solo numbers. The solos are NEW this year and have been a great opportunity for the select dancers to advance their dancing skills.

Gymnastics Programs Summary:

Program/Month/Year/Variance +/-	1/2014	1/2015	Var. +/-
Winter 1 st session	155	162	+7

- The first session of gymnastics started on January 5th. Numbers are strong and instructors were added to accommodate the waitlist.
- Tumbling times is in the process of bringing over the equipment from Willow storage to be used upstairs at TC.



Youth Athletics

The Youth Athletic area is excited to report the development of some new and exciting programs for the spring and fall of 2015. The following is a list of these new active programs.

- This fall the Hoffman Estates Park District will be running flag football for grades 1-8th. The season will start at the end of August and conclude in October.
- Starting this spring Hoffman Estates Park District will be starting the first youth rugby program. This program will start with two free camps in April and May and a weeklong camp in July. With this new base of players the district will try and run a league the following summer between July and August.
- The youth athletic area will be working with the Wolfpack program to create a boxed hockey league during the summer, the camp will run during the off season of Wolfpack hockey.

Youth Indoor Soccer Summary:

<u>Program/Month/Year/Variance +/-</u>	<u>1/2014</u>	<u>1/2015</u>	<u>Var. +/-</u>
Indoor Soccer	198	127	(71)*

* Staff believes the reduction in participation is a direct result of some of the challenges faced during the last two years with the previous indoor location. Staff has changed the format to create more of a skills development /game experience for the participants. Last year the format was inconsistent with the facility schedule and canceling games/practices with little or no notice. Staff has also received feedback relating to local competition as it relates to indoor turf versus a gymnasium. However, staff believes with bringing the program back in house (the TC gym) the program number will grow back up and exceed the 2014 numbers. Currently the feedback on the program has been positive and the level of value/service has increase nicely.

Hoffman United Travel Soccer Summary:

- Next meeting for HEUSC is Wednesday, February 25, 8:30pm TC Board Room.

Youth Basketball Season

- We hosted picture day on January 3rd. This was a week before the games started and allowed the day to be less chaotic. Coaches, players and families did not have to run around from game to pictures to games. It was all done in one location and in about 4 hours compared to the 10 hours it took last year.
- By the end of January we will be 4 games into our regular season.
- New this year is tournament teams for youth basketball. We do this every year for baseball and this year we will try with basketball. Tryouts will be held on February 15th and teams will participant in one tournament after the season concludes.

YEAR	1/2	3/4	5/6	7/8	3/4 girls	5/6 girls	7/8 girls	Girls Feeder	TOTALS
2014	80	100	95	84	20	10	20	0	409
2015	79	88	99	67	20	16	10	8	401*

* This number includes the new program Little Dribblers (listed below).

Little Dribblers

- This is a new contractual program set up for youth ages 4-6. This will be a great program to feed into our youth basketball leagues that start at 7 years old. This program has 14 enrolled. The next session starts on February 21st.

Youth Baseball Camp

- Hoffman Estates high school varsity coach Todd Meador is offering a winter break camp fundamentals camp for the youth baseball players in Hoffman Estates. 18 students signed up for the camp this winter compared to 16 last year at this time.

Adult Athletics Summary:

Program/Month/Year/Variance +/-	1/2014	1/2015	Var. +/-
Men's Basketball	20	26	+6*

* This number reflects 6 new teams at 8-12 players per team. The season started January 19th.



Early Childhood

Preschool / Early Childhood Summary

Program	1/2014	1/2015	Var. +/-
Threeschool 14-15	15 TC, 11 WRC	15 TC, 11 WRC	0
2's Playschool 14-15	30 TC, 23 WRC	30 TC, 25 WRC	+2
Preschool 14-15	117 TC, 52 WRC	117 TC, 69 WRC	+17
Early Learning Center	29	28	-1
Early Childhood Classes			
Child Only	113	106	-7
Parent-Tot	15	41	+26
Total Preschool	405	442	+37

Preschool

- School was closed January 7, 8, & 9 due to severe cold. These days will be made up.
- Parent-Teacher conferences took place at the end of the month.

ELC

- ELC open house was held on January 31.
- The ELC attended a field trip to Jump Zone on January 28.
- Details are being finalized to begin Spanish enrichment lessons in the ELC on Monday mornings. This is another great perk we offer parents who enroll in our program. Parents will pay \$2/week to help supplement the cost of the program.

STAR Before and After School Program Summary

Program/Month/Year/Variance +/-	1/2014	1/2015	Var. +/-
TJ:	17	13	-4
Whiteley:	15	21	+6
Armstrong:	28	39	+11
Fairview:	69	71	+2
Lakeview:	45	43	-2

MacArthur:	43	46	+3
Muir:	24	25	+1
Lincoln Prairie:	35	41	+6
Total	276	299	+ 23

Day off School Trips

January 2 (winter break)	56
January 3 (winter break)	34
January 16 (half day-vog)	62
January 17 (vog)	61
January 20 (wrc/vog)	38
January 21 (wrc)	20



50+ Club

50+ Club Summary

Program/Month/Year/Variance +/-	01/2014	01/2015	Var. +/-
NEW	18	29	+ 11
RENEWED	26	40	+ 14
Total memberships	1,089 (589)	649	(440) + 60*

* This time last year St. Alexius Medical Center purchased 500 memberships for their Golden Circle (which was closing their doors) membership base. Without those numbers the membership base grew 10% and/or 60 memberships over the past year.

Volunteerism

Volunteers - 13 volunteers - 17 hours total

Classes offered in January

Basic Exercise, Gentle Yoga, Tai Chi, Write It Now! Spanish
Self-Hypnosis, Line Dancing & AARP Driver Safety

Upcoming trips

Museum Tour, Eataty Chi, Fashion Outlets, Rosemont
Art Institute, Chi, Diamond Tours NYC & Fancy-Free Tours Door County

Upcoming Evening/Special Programs

Health Screenings – 7 drop-ins
Pub Quiz Night (3rd Thursdays/6:00 pm)
Minute To Win It! (theme for this year's annual winter break event, set for 3/5, at Los Fernandez / prizes furnished by Rosewood Care Center, Inverness, Jojo's Restaurant, Schaumburg)

Friday post lunch programs

1/16 BBLs/AARP rep gave a tax update/review
1/23 Culver's/member birthday celebration (Culver's provided free custard)
1/30 Brown Bag Lunch/US Securities & Exchange Commission presentation on safe investing/fraud

Organized Activities

Wii tournament took place on 1/13 which was sponsored by Clare Oaks Retirement Center

Other

Pool table maintenance (bi-annual)

IPRA Senior Committee meeting

IPRA Conference presenter (trip planning with 2 other facilitators)

Nominated 2 for BOH – Pat Clarke, of the Hoffman Estates Fire Department for senior emergency info cards and Chris Wu, from Great Harvest Bread Company for bread/sweets donations (attended presentation)

Met with Rosewood Retirement Community re: partnership

Webinar on fall prevention among seniors

Special Event Summary:

- Daddy/Daughter Dance

This year's dance is scheduled for Friday, February 13th. The DJ, photographer, and flowers have all been secured for the event. Bridges of Popular Creek is set and is handling the food and tables. The favors have been ordered and shopping will be done early in February for the rest of the supplies.

- Mom/Son Date Night

This year is the Mom Son Date night. It is scheduled to take place on Friday, February 20th. It will run the same as the Daddy Daughter event.



Ice Operations

I.C.E Academy

- The Basic Skills winter lesson program began on Jan. 12. There are 301 skaters in the winter session. In 2014 there were 253 participants.
- The Greater Chicago land Area Basic Skills Championship will take place at the Triphahn Center / Ice Arena on March 22.
- Staff is working on offering spring break camp.

Wolf Pack

- The Wolf Pack Development lesson program began its winter session on Jan. 12. Below are the classes – Current enrollment is at 262 with the addition of the 12 adult hockey clinic members on Sunday night - 257 were enrolled in 2014.

Jr. Wolf Pack - Early	23
Jr. Wolf Pack	76
TUES / SAT CLASS	50
WED / SAT CLASS	46
3 X 3 HOUSE LEAGUE	55

- Staff is in the process of starting spring hockey registration which will open for returning Wolf Pack members on February 7.

- Staff along with the NIHL Wolf Pack board is meeting on Monday, Feb. 16th to discuss a complete overall in the structure process of the Wolf Pack program in moving toward next year. With the size the Wolf Pack has become many more components need to be put in place to ensure the sustainability and function of the program.

Ice Rink Information

Program	1/2014	1/2015	Var. +/-
Public Skate	1,389	1,367	- 22
Freestyle	183	135	- 48*
* This is due to more ice time allocated for skating lessons on Saturday.			
Drop In/Homeschool	255	297	+42



Prairie Stone_™ Sports & Wellness Center

Membership Totals	2014	2015	+/-
	3,512	3,538	(26)*
* End of December 2014 (100), great turn around!			
New members	179	247	+ 68**
** 38% increase in net sales from 2014.			

Member Services

- The enrollment promotion for the month of January reflected a deeply discounted enrollment fee of \$15.00 to attract prospective clients during this first month of the new anniversary year for PSS&WC. Throughout the year, enrollment fee discounts and departmental promotions will incorporate the number "15" to highlight PSS&WC's 15 year anniversary. New members who enrolled in January also received January dues free upon mention of the direct mail postcard or the HEPD and/or PSS&WC website ads.
- The ongoing Friends in Fitness member referral program continued to be a primary force in generating new memberships; the club cash incentive corresponding with this referral program rewards current members with a \$25.00 club cash reward for referrals who enrolled as members. These promotions have proven to be popular and effective among prospective clients and among the most productive of marketing efforts.
- A 30K piece jumbo postcard mailing was initiated during the month of January to promote the discounted enrollment fee along with a "coupon" for a complimentary guest pass to those who presented the postcard at the time of enrollment. Targeted demographics included ages 35-65 single family homes with household income of 75k or higher within a 5-7 mile radius of the club. This demographic continues to track the best return on investment.
- The ENROLLMENT FEE banner on the north side exterior remained mounted on the building along with the east side banner, both of which continue to attract many prospective clients. This second banner provides visibility/identity of the

building for westbound traffic on Route 72 and compliments the signage panels installed in the spring of 2014. Likewise, both internal and e-based targeted marketing were utilized to inspire member referrals as well as to reach all HEPD clients throughout the community. The HEPD bi-monthly eBlast included the enrollment promotion details, and targeted emails through Retention Management continued to be sent throughout the month to promote the club cash incentive for member referrals with additional incentives promoted on Facebook and the HEPD and PSS&WC websites. The PSS&WC enrollment special was also advertised on each of the District's new electronic marquis signs throughout the community.

- New member totals for the month of January are at the highest level since 2010 and may at month's end be at a 5-year high.
- The number of credit card denials following January billing was fewer than those logged in the months of November and December. Efforts that were implemented within the Member Services and Billing offices to continue to contact members proactively to obtain updated information for billing continued aggressively during the month of January. These efforts include phone calls, emails, form letters, and person-to-person contact upon check in at the Service Desk. This issue is expected to continue for the foreseeable future as banks are forced once again to take proactive measures to cancel and reissue cards to their clients as a result of increasing cyber hacking trends.
- Efforts are currently being taken to finalize proofs for all current promotional tri-folds for the club. An order will be placed in February for the purchase of new promotional tri-folds to ensure inventory levels of each are sufficient.
- The Member Services Supervisor is currently working with Athletico Physical Therapy on the creation of a new "doctor referral" program that will utilize Athletico's broad network of physicians to promote membership opportunities at PSS&WC. Details will be forthcoming on this exciting new program.
- The General Manager of Sales & Operations is continuing to work with the C&M team on the creation of various video vignettes for use in social media and website promotions. Likewise, efforts are ongoing to establish a 3-month planning cycle for all club promotions and special events.
- The Member Services Supervisor is working with C&M on the development of promotional materials to support corporate wellness events and programs that will be initiated with many corporations and businesses in the area, thereby strengthening existing relationships while promoting the establishment of new ones.

Fitness Department:

- PSS&WC is launching a new fitness assessment (FitnessCalc) available for all new and current members. The assessment will evaluate current fitness levels and help develop and establish an effective fitness program. In addition, the assessment is a valuable tool to identify potential areas of health or injury risk, establish goals and to track and evaluate progress.
- PSSWC Fitness team Member Joe Bagnasco won Part Time Employee of the year!

- The PSSWC fitness department is in process of hiring two new personal trainers to continue to expand the training and revenue opportunities.
- PSSWC has two upcoming Nutrition Workshops, Low-Carb or Low-Fat? (February 10th), and Carb Control (March) that will be taught by dietician Marge Connor.

Operations Department:

- The Operations Manager is working collaboratively with the Sears Centre to secure practice space for the various women's teams participating in the Women's Big 10 Basketball Tournament at the Sears Centre in March.
- Facility Rentals have been busy in the month of January, with three overnight lock-in's, five birthday parties, four adult volleyball tournaments, HEPD basketball, and the annual "Boy's Night Out" event hosted by Willow Creek Church bringing in over 275 participants this year.

General Highlights:

- The Medic AED/CPR courses have been planned and offered for 2015. Two classes were offered within January, with 9 team members in attendance for each class.
- The first training session for the CHEER customer service training will be offered on February 26th, Wednesday evening, from 6-7:15pm. All team members are invited to attend the training. Additional trainings have been scheduled and will be offered throughout the year.

SFAC Season Pass Sales & Marketing:

- The Seascape winter sale was a success in 2014 and moving into 2015. Currently 319 Seascape passes have been sold compared to 248 passes at this time in 2014 (Even with the cooler 2104 summer, the pass sales are strong). Extending the deadline past December 31st ended up being a great decision. Beginning January 6th Seascape began promoting the "early bird discount" of 15% which will run through the end of April. About 15 passes were sold so far using this promotion. Seascape will begin promoting pass sales again heavily in March.

Swim Lessons & Programs (PSSWC):

- The first winter session of indoor swim is underway with 167 swimmers registered. The same session in 2014 had 193 swimmers.
- Brand new swim lesson participant report cards and evaluations were developed with the help of the C&M department. The aquatic team is looking forward to incorporate the new forms this session. The new design is much more professional, fun, and easy to read. The evaluation tool is more detailed in hopes of getting more useful feedback from participants.
- In the area of private swim lessons there were 36 lessons sold in the month of January compared to 34 sold in January 2014.
- The Climbing 1 & 2 classes are running this session with 11 participants.
- Another new climbing wall special event has been added to the lineup for spring. A St. Patrick's Day themed "Pot of Gold Climb" is being planned for March 17th from 5-8p. Kids will enjoy rock climbing and collecting treasures as they ascend the rock wall.

- The January session of Parent's Night Out (PNO) ran with 30 participants. Kids played active games in the gym, climbed the rock wall, ate a pizza dinner and watched a movie. The next PNO event is scheduled for Valentine's Day on February 14th. Staff is anticipating that this will be a popular month for the program.



Triphahn Center

Triphahn Center Fitness and Operations:

Membership Totals	01/2014	01/2015	Var. +/-
	972	934	(38)*

* Staff believes this number is reflective of additional competition in the area, the recent fee increase and the nice influx of memberships sold at PSS&WC during the month of January.

General Summary:

- TC Facility Manager worked with C&M to have signs created and placed throughout the facility regarding loss prevention. The signs inform members and guests to keep their valuables with them at all times. The intentions of the signs are to decrease theft.
- TC Facility Manager had key chains made for the hockey locker rooms with key checkout instructions and directions to lock up valuables. Again, the intentions of the key chains are to decrease theft.
- TC Facility Manager worked with the parks department to get the main gym doors by the north entrance painted.
- Parks maintenance painted the cubbies/lockers in the ELC room 106. TC Facility Manager is working with the Parks Dept. to get all the lockers painted in all the preschool/ELC rooms (5 rooms' total).
- TC Facility Manager and Superintendent of Facilities taught Medic CPR class over a two day period to accommodate full time staffs busy schedules. The two day class was taught at the Triphahn Center Wednesday, January 14 and Thursday, January 15, 2015.
- TC Facility Manager and WRC Facility Manager taught an additional Medic CPR class on Saturday, January 17, 2015 at BPC.
- Fee increase letter was mailed out on January 23, 2015 to all TC fitness members informing them of a fee increase of \$2 per member effective March 1, 2015. All members have been given the opportunity to lock in their current rate for 12 months if the prepay for the 12 months.

Custodial/Maintenance:

- There were 89 requests for program setups and 14 requests for rental setups January 2015.
- January's focus for custodial was keeping up with cleaning up salt and water from winter weather.

- Extra time was put into cleaning the gym with youth basketball, adult basketball and indoor soccer keeping the gym floor free of salt.
- The wood in the sauna was cleaned with a neutral cleaner and will be implemented monthly.

Fitness Department:

- New fitness classes began the first week of January. Two classes are running with a total of 20 participants (10 Fitness Boot Camp and 10 Women of Steel).



Willow Recreation Center

Membership Totals	01/2014	01/2015	Var. +/-
	329	338	+ 9

WRC Rentals, Operations, Programming:

- There were 290 courts sold in January. There were 222 courts sold in January 2014.
- WRC held 1 birthday party during January There was 0 parties held in January 2014.

Fitness Center Memberships:

- There were 8 visit/tours in January.
- There were 32 guests to the fitness center / racquetball as compared to 26 in 2014.

Fitness Classes:

- The 1st winter session began the week of January 5th. There are 7 classes running with 39 participants. There was also 97 drop in participants. There were 4 classes with 35 participants in 2014, plus 77 drop ins.



Dog Off-Leash Areas

Bo's Run:

- There were 5 guests to Bo's Run in January compared to 4 in January. 2014.
- There are currently 406 members to Bo's Run / Combo passes (329 Bo's Run only plus 77 combo members). There were 449 members to Bo's Run at this time in 2014 (367 & 82)
- Breakdown for Bo's Run / Combo passes HE 183, Palatine 45, Barrington 32, Schaumburg 70, Arlington Heights / Mt. Prospect 11, Inverness 24. Additional towns are Rolling Meadows, Elk grove, Hanover Park,

Freedom Run:

- There are currently 438 members to Freedom Run (361 Freedom Run only plus 77 combo members). There were 419 Freedom Run (337 & 82) in 2014

- Breakdown for Freedom Run/ Combo passes Elgin – 195 HE – 98, Streamwood – 73. Additional towns are Schaumburg - 41 Huntley, Hanover Park & S. Barrington, Elk Grove, Palatine, Wheeling & others.

Dog Park Passes	01/2014	01/2015	Var. +/-
Bo's Run	449	406	(43)
Freedom Run	419	438	+ 19
Combo Passes	82	77	(5)
Total	950	921	(29)



Communications and Marketing

PROGRAM PROMOTIONS

Staff Worked with program managers to promote: Girls Night Out, Personal Training, Events, PSS&WC memberships, Youth Basketball, Preschool, Early Childhood.

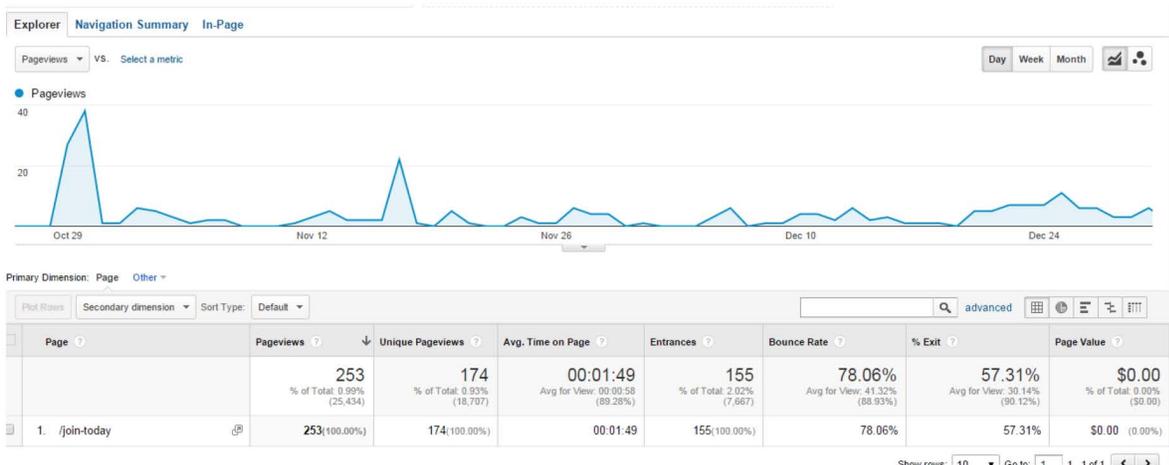
COMMUNITY EDUCATION

HEALTHY Kids eBlast & Blog –The articles are individually promoted through social media and eventually an RSS feed on our website.

Wings Coat Drive – In December, upon the suggestion of the staff at PSS&WC, we set up a coat drive for WINGS, and collected more than 100 coats for the charity.

PUBLIC RELATIONS & ADVERTISING

PSSWC Digital Campaign with PSSWC – The campaign was run on the Daily Herald website and other affiliated network sites where a 15 second commercial played as “pre-roll” before videos. This form of web marketing, called “re-targeting” allows our ad to follow a prospective member across websites, allowing our commercial to appear on other sites. The campaign yielded more than 100,000 impressions and 312 clicks (click through rate of .28%, well above the industry standard of .17%) from the pre-roll video to the PSSWC Join Today splash page. This is consistent with our Google Analytics, which indicates 253 hits to the Join Today promotion splash page. General Manager Burnham received 2 emails from the campaign. We cannot attribute any new memberships to the campaign itself.



MARKETING DASHBOARD

Mobile App Downloads



The app has been available since April 25, 2014; as of Jan 27, 2015 we have had 1,201 apps downloaded. We saw a big increase of nearly 300 downloads in December. It's not clear what caused the big increase; the only difference has been the digital marquees. We've been promoting the specific benefits to each group, i.e. Preschool, STAR. The mobile app is being marketed to the community via web, eBlast, posters, social media and with mobile app promotional cards distributed to program participants.



Mobile Access

Results to date are positive, showing more users accessing heparks.org on mobile devices or tablets. We are looking for a greater percentage of page views by mobile and tablet. New responsive/mobile-friendly website launched Oct 28, 2014:

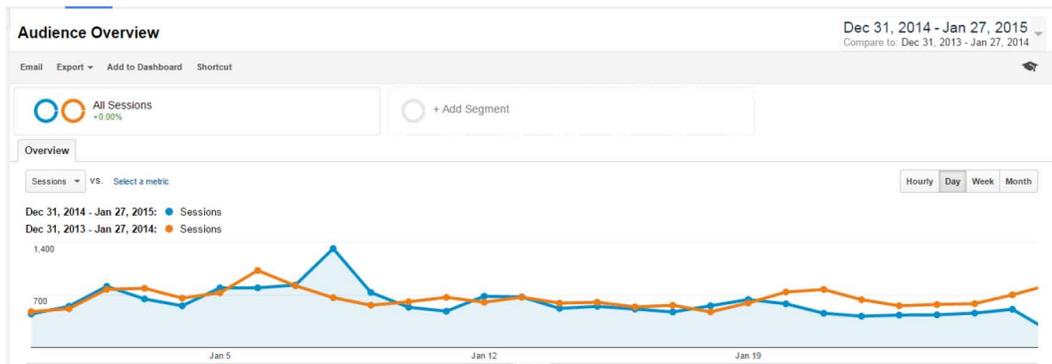
	Benchmark: Feb 2013-Feb 2014	Dec 31, 2013 - Jan 27, 2014	Dec 31, 2014 - Jan 27, 2015	Change from last year
Desktop	63%	55%	45%	-10
Mobile	27%	31%	42%	+12
Tablet	10%	13%	11%	-2*

*a decrease in tablet views is speculated to be a result of more mobile phone use as mobile phone screens are increasingly larger. Tablet sales have leveled off.



WEBSITE Heparks.org Google Analytics

Results for the period of Dec 31, 2014-Jan 27, 2015. Hits to the home page are steady, slight declines are noted.

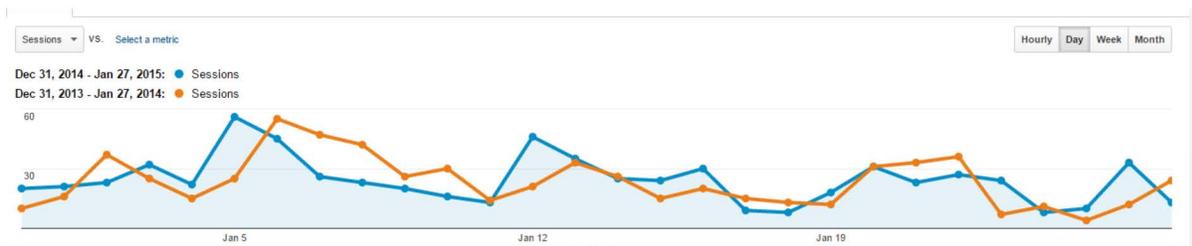


	2014	2015	Var. +/-
Sessions	18,306	16,584	-9.41%
Users	12,381	11,583	-6.45%



Program Guide online

Indicates how many times people are viewing the electronic version of our program brochure on our website. Approx. 100 people viewed the online Program Guide. This could be a result of the December increase of 300 Mobile App users.

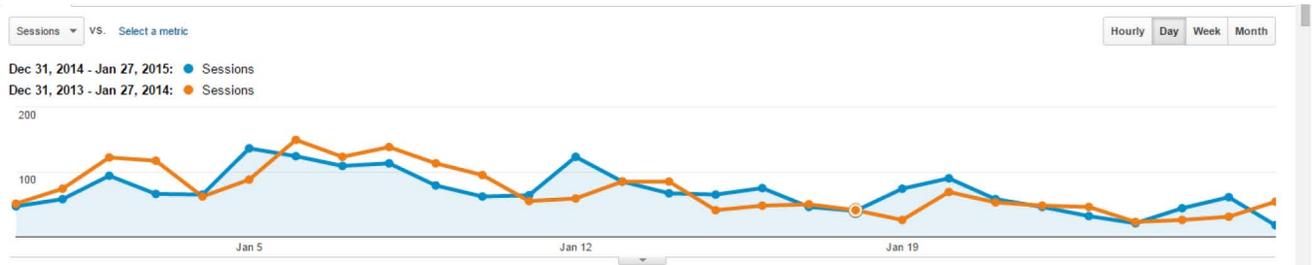


	2014	2015	Var. +/-
Sessions	655	681	+3.97%
Users	498	597	+19.88%



WebTrac/Online Registration Page Hits

Google Analytics – Hits are higher on Mondays; a historical trend, with the most hits on the week right before sessions begin. Overall compared to last year we are seeing much more hits to our online registration. Notable is the number of users and page views is up considerably, indicating more people are using it and spending more time in online registration. This could be a result of the December increase of 300 Mobile App users.



	2014	2015	Var. +/-
Sessions	1972	1962	-0.51%
Users	1,207	1,437	+19.06%
Page Views	4,659	8,659	+90%

Facebook Reach



Total Likes – 1,788. Our goal is engagement: The more people tag, share and comment on posts the greater the reach. 28 Days Page Engaged Users (Col G): The number of people who engaged with our Page. Engagement includes any click or story created in January = 17,410.



Conversion Rate – What percentage are registering online?

Derived from a RecTrac Report that indicates the percent of registrations made online vs in person. New responsive/mobile-friendly website launched Oct 28, 2014. Mobile WebTrac was launched in late November. Progress is being made each year in online registrations.

Preliminary results are suggesting 2015 will be a big growth in online registrations. We are already seeing indications that the mobile app, responsive website design and mobile Webtrac are working. Prior to Oct 28 when our new website launched, we were at 33%. In the period from Oct 29-Dec 31, 2014, we had 38% of registrations occur online. That is 5% higher than our rate of online registrations during the same period last year (Oct 29-Dec 31, 2013 was 33%).

2011: 21%
 2012: 26.3%
 2013: 30.69%
 2014: 33.54%
 January 2015: 35%



Email Blast Results, Constant Contact

	Open Rate	Bounce Rate	Click-thru rate
2014 Sports and Recreation industry	20.20%	8.82%	7.49%
HEPD General EBlast, Jan 20	19.2%	1.3%	10%
Cold Day Child Care	61.1%	.07%	13.8%
50+ Club January	38.5%	1.1%	3.1%

Bounces = Emails sent, but not received by our contacts, suggests the quality of the data.

Opens = Emails our contacts received and viewed.

Clicks = Contacts who clicked on a link within our email.

GOLF

General Programs

- Preferred Tee Time contracts are being received. The deadline for renewal is February 27th, with an early \$60 off promotion if received by Feb 13th. Our goal is to have 32 total preferred groups. We currently have 10 contracts received.
- League Contracts have been mailed out. All initial responses indicate most leagues will be returning for the upcoming season. We did lose the Allstate League as their office was moved to Northbrook. We had 10 leagues in the evening Monday – Friday in 2014. We have also received multiple calls from leagues from Arlington Lakes Golf Course as they will be closed this season for a renovation. We have secured their 18 hole 64 player league for Thursday mornings. We are in the process of working with two ladies' leagues as well for Wednesday evenings and a 9 hole Sr. league for Tuesday Mornings.

Golf Rounds

ROUND TOTALS.

2013	2014	2015
0	0	0

YTD ROUND TOTALS

2013	2014	2015
0	0	0

Range Information

RANGE BASKET SALES TOTALS		
2013	2014	2015
0	0	5
YTD RANGE BASKET SALES TOTALS		
2013	2014	2015
0	0	5

Communications & Marketing

Marketing/Advertising

- All marketing materials are being finalized for 2015. Rate Card, Outing Brochure, Golf Instruction, Scorecards, comment cards and banquet menus will all have a fresh look for 2015.

Food & Beverage

For the month of January we had a total of 14 Events.

The breakdown is as follows:

8 breakfast meetings servicing 142 people

3 Rotary luncheons servicing 121 people

1 first birthday party servicing 75 people

1 all day meeting servicing 132 people

1 ABBHH meeting with a continental breakfast

We currently have 16 events booked for the month of February

8 breakfast meetings servicing 136 people

4 Rotary luncheons servicing 160 people

1 All day IPRA meeting with lunch servicing 100 people

1 meeting with an hors d oeuvre reception following servicing 126 people

2 park district events Daddy Daughter and Mother Son dances

2016=1 ceremony and reception

2015=22 receptions, 15 of which are hosting their ceremonies here plus 2 ceremony only

2014= 29 wedding receptions plus 7 ceremony only booked, Of the 29 receptions; 23 did their ceremony and receptions here.

Golf Maintenance Summary

Cabin fever is starting to set in as we have spent the month of January inside the shop unable to be on the golf course. Equipment is being torn down and having the necessary parts replaced. All of our reel mowers are being broken down and have the reels ground to certain specs, with new bed knives to provide a quality cut to start the spring. All of our cart traffic posts have been sanded down, painted and seal coated along with hazard and out of bounds stakes (about 1200 total stakes).

Also in January Dustin Hugen and PJ Bugay had the opportunity to attend the Illinois Turfgrass Foundation two day education event at Bolingbrook Golf Club. It involved two days of classes that covered the following:

1. Winter Preparation
2. Fertility Management
3. Broadleaf weed control
4. Energy Saving for Golf Clubs
5. Gardens for Golf Course Kitchens
6. Topdressing and Aerification Research

These classes were taught by University professors from Nebraska, Illinois, Michigan State and Purdue. New ideas will be implemented from the research that was presented at this event.

Finance/Administration

- Staff continues to work on year-end account verification and preparation for the 2014 audit process.
- W2 and 1099 forms have been issued to staff and vendors.
- Staff attended the IAPD/IPRA Conference. Session notes and handouts may be viewed on-line at Google docs.
- Payroll Cycle Processing
 - 01/30/15 \$274,452.58
 - 02/13/15 \$273,778.44

Administrative Registration/EFT Billing

- EFT Billings for:
 - a. TC/WRC/PSSWC Fitness Centers
 - b. ELC (weekly)
 - c. Sponsorship
 - d. STAR
 - e. Preschool
 - f. Dance
 - g. NIHL Hockey
 - h. NWHL Hockey
- Administrative Registration for:
 - a. Financial Assistance
 - b. Unemployment Package
 - c. Indoor Soccer
- Membership mailing for TC and WRC.
- Child care statements for 2014 participation prepared and mailed.

Human Resources

- Distributed information to full-time employees regarding PDRMA's new Positive Activities Towards Health (PATH) program and scheduled an on-site health screening. PATH provides each full-time employee a personalized website where they can track numerous aspects of health and fitness, including food consumption, exercise, and sleep habits. Throughout the year, each employee can voluntarily participate in webinars, health screenings, and workshops in order to earn points. Each point equates to 1-dollar for a monetary incentive to be received in January 2016. Employees may earn up to 400 points per year, thus earning a \$400.00 check, just for engaging in healthy habits.
- Processed 2 new full-time hires and 11 new part-time hires.
- Participated in interviews for full-time BPC Building Maintenance Supervisor and full-time BPC Banquet and Bar Manager position.

Technology

- Part time IT support staff
 - Working with HR Manager to review the job description and to post it once it's finalized.
- New multi-function printers/copiers will be purchased by Business Dept. Will assist in setting up to the network.
 - TC – new printer to replace the old Kyocera near 50+.
 - BPC – new printer to replace existing Konica.
 - PARKS – new printer to replace existing Imagistics.
- Comcast Bandwidth Upgrade
 - Awaiting PSSWC completion. Approval has been obtained. Construction is underway but is dependent on the weather. Estimated completion by the end of February. All other locations are completed.
- Telephone/Network switches
 - ATI was paid 50% (\$67,118.50) + 25% (\$33,559.25) of total project cost. ATI has all the network switches/routers as well as telephone hardware ready for install and cutover, once Comcast installation is complete.
 - Introduction and phone training for the new Shoretel phone system was completed by ATI in the TC Boardroom.
 - Voice tree greetings have been finalized and will need to be re-recorded for the new Shoretel phone system.

Hoffman Estates Park District – 2014 Goals
Parks Division

Report Date: February 2015

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun / NA = Not Accomplished

DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Purchase and install needed park amenities throughout the district	Purchase 80% by end of 3 rd quarter	C	All items are secured
2	Complete 2014 assigned ADA projects as detailed in the ADA transition plan	Complete by end of 4 th quarter	C	One project assigned and completed

District Initiative 2: Achieve customer satisfaction and loyalty

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace TC carpet with carpet tiles	Complete by 3 rd quarter to minimize disruption to facility users	C	Project complete
2	Triphahn Center RTU-1 replace compressor	Complete by end of 3 rd quarter	C	Project complete
3	Triphahn Center RTU-2 replace compressor	Complete by end of 3 rd quarter	C	Project complete
4	Triphahn Center RTU-3 replace compressor	Complete by end of 3 rd quarter	C	Project complete
5	Triphahn Center RTU-6 replace compressor	Complete by end of 3 rd quarter	C	Project complete
6	Triphahn Center RTU-7 replace compressor	Complete by end of 3 rd quarter	C	Project complete
7	Triphahn Center RTU-8 replace compressor	Complete by end of 3 rd quarter	C	Project complete
8	Triphahn Center RTU-9 replace compressor	Complete by end of 3 rd quarter	C	Project complete
9	Triphahn Center RTU-10 replace compressor	Complete by end of 3 rd quarter	C	Project complete
10	Triphahn Center RTU-11 replace compressor	Complete by end of 3 rd quarter	C	Project complete
11	Triphahn Center RTU-12 replace compressor	Complete by end of 3 rd quarter	C	Project complete
12	Triphahn Center RTU-13 replace compressor	Complete by end of 3 rd quarter	C	Project complete
13	Triphahn Center CU-14 replace compressor	Complete by end of 3 rd quarter	C	Project complete
14	Triphahn Center CU-IT replace compressor	Complete by end of 3 rd quarter	C	Project complete
15	PSSWC A/C-1 replace compressor	Complete by end of 3 rd quarter	C	Project complete
16	Vogelei Barn AH-1 replace unit	Complete by end of 3 rd quarter	C	Project complete
17	Vogelei Barn AH-2 replace unit	Complete by end of 3 rd quarter	C	Project complete
18	Vogelei Barn Furnace replace unit	Complete by end of 3 rd quarter	C	Project complete
19	Vogelei House Furnace -1 replace unit	Complete by end of 3 rd quarter	C	Project complete
20	Vogelei House Furnace -2 replace unit	Complete by end of 3 rd quarter	C	Project complete
21	Triphahn Center 50 Ton Carrier unit	Completed by end of 3 rd quarter	C	Project complete

District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Inspect district boundaries looking for encroachments and act upon them in accordance with procedure 1.045	Inspect Quarterly with completion in the 4 th quarter	C	All inspections are completed
2	Districts memorial programs	Expand By 5	C	3 bench and 5 trees are completed
3	Adopt-A-Park program	Expand by 2 sites	C	Poplar park has been adopted
4	Notify public of and implement the controlled burns of selected natural areas	Complete by end of 1 st quarter	C	Spring burn season is complete. Will notify for fall burning if needed

DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administrate the Parks Division budget	Meet 100% of the timelines established by the finance division	C	Parks budget is complete and entered into the budget module
2	Develop the Park's and Risk Mgt. sections of the 2014 CMP	Complete by the district's adopted schedule	C	The parks division is current with all required documentation

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Apply for available DCEO rebates	Complete by end of 4 th quarter	C	All rebates have been received

District Initiative 3: Effective and efficient use of our resources

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace 2008 Expedition	Complete by end of 2 nd quarter	C	Vehicle Has arrived
2	Replace 1997 Pickup Truck	Complete by end of 2 nd quarter	C	Vehicle has arrived
3	Replace 1999 Large volume mower	Complete by end of 2 nd quarter	C	Mower has arrived
4	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
5	Replace 1989 mowing trailer	Complete by end of 2 nd quarter	C	Trailer has arrived
6	Rebuild Seascape Filtration pump	Complete by end of 1 st quarter	C	Pump has been rebuilt
7	Rebuild Seascape body slide pump	Complete by end of 1 st quarter	C	Pump has been rebuilt

DISTRICT GOAL 3
Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Retro fit existing facilities with Green / energy efficient solutions with a primary focus on lighting	Complete by end of 4 th quarter	C	Lighting projects are complete
2	Enhance high visibility natural areas by adding additional wild flower seeds	Complete by end of 1 st quarter	C	All lake shores have been over seeded
3	Enhance natural areas by controlling invasive plants / weeds	Complete by end of 2 nd quarter by keeping natural areas with no more than 20% weed growth per location	C	Hand pulling and herbicide applications are 95% complete
4	Purchase and plant trees, shrubs, and flowers throughout the district	Complete by end of 4 th quarter	C	trees are 100% planted

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain Parks Division's compliance with IPRA's Environmental Report Card	Complete by end of 4 th quarter	C	Park's division is in compliance

District Initiative 3: Advance environmental and safety awareness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Maintain PDRMA accreditation for the parks division	Accreditation maintained with a division score of at least 95%	C	Requirements have been met
2	Oversee all divisions PDRMA accreditation	Accreditation maintained with an overall district score of at least 95%	C	Requirements have been met
3	Maintain the District's accident reports and review claims	Review 100% of accidents and recommend corrective / preventative actions	C	District wide accident reports are in my file
4	Keep the Parks Division current with new PDRMA requirements	Review all new material and inform all divisions of the changes	C	Added new and revised programs to the safety manual
5	Add playground safety surface to required locations	Complete by end of 3 rd quarter	C	Surface added to Birch, community, highpoint, Hoffman, pine, TC, PSSWC, and Cannon playgrounds

DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 1: Develop leadership that ensures work force readiness

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Instruct and train members of the training committee on district wide trainings	Complete by end of March 2014	C	Communicated expectations to the training team

District Initiative 2: Build organization culture based on I-2 Care Values

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Regularly reinforce the I-2 CARE Values	Complete by end of 4 th quarter	C	Review at January, February and March, April, May, June, September, December meetings

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Train and document 100% of all staff on job specific and mandatory training with in the Parks Division	Within one week of their employment start date	C	All full time staff and seasonal training is complete

**Hoffman Estates Park District – 2014 Goals
Planning & Development Division**

Report Date: February 2015

Key: C = Complete / SC = Substantially Complete / IP = In Progress / NB= Not Begun / NA = Not Accomplished

DISTRICT GOAL 1

Enable access to Healthy and Enjoyable Experiences for all people

District Initiative 1: Offer healthy and enjoyable experiences that promote equal access

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Design and implement corrective solutions for ADA issues listed in the District's ADA Assessment Plan	By December 31,2014	C	Solutions for Poplar, Seascap e & Olmstead south walk were completed early this year and will be implemented as part of the construction projects awarded in March. All scheduled items were completed by end of June.
2	Develop in cooperation with Recreation staff, an activity tracker program to respond to the obesity concerns with the youth of the community.	Pilot program to be run with summer camps 2014 and documented prior to October 1, 2014.	C	Planning staff has successfully tested a device which can be used to track activity/movement. The platform is designed to be used by children in the age group 8-12 years old. Staff is currently working with recreation staff to find a funding source to Beta test units locally with children. Technology costs to run a three month program would be about \$1,500 for one hundred participants for three months. Staff met with Alexian Bros. to partner with their Verizon grant program. More details will be presented in 3Q. The activity tracker concept was developed by Alexian Hospital and Verizon. The proto type application has been rolled out and is now being used by local Teens that are being medically treated for overweight issues. Each of the participants in the program receives a smart phone and the software to track their progress. In addition medical care givers are also tracking results of participants. The park

				district is now involved with providing some of the activity opportunities the teens can participate in.
3	Construct an accessible swing at Eisenhower Park requiring state funding and coordination with Parks Division staff.	By September 2014	C	Materials for the project have been ordered and will be available for maintenance staff to install once classes are out for summer break. Staff is currently awaiting the executed agreement with the State of Illinois. Once that agreement is in hand maintenance personnel will be notified to begin the construction process. Project was completed in August and is now in use by the public. Staff is currently completing grant paperwork for state reimbursement.

District Initiative 3: Connect and engage our community

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Replace existing Marquee signs at various park locations with modern electronic message board systems. Vogeley, Triphahn, Willow & BPC	By December 1, 2014	C	Final design concepts were completed and public input meetings were scheduled in the month of March. Staff will present plans to committees and board in April. Award of a contract for installation of the four signs was approved by the full board at the June park board meeting. The contractor is now completing the final design engineering of the signs to be submitted to the Village code enforcement department for review and permitting. The signs are currently being fabricated and are scheduled to be shipped and installed at the end of October. Foundations and electrical services were completed at the end of September in preparation for the install of sign units. The signs were installed and made operational on November 20, 2014 and have had no operating issues. The final cost of the project came in \$200 K under budget.
2	Evaluate the development and implementation of a Park Portal communication device in coordination with Recreation, C&M and Parks Divisions.	Test devices and technology along with soliciting customer interest through surveys to determine long-term viability and interest of	C	Staff has completed concept plans and is confident that the technology is available and reliable to make this program work. Fundamentally the district is not in a

		concept as a communication tool for the district prior to November 1, 2015.		position to make the commitment to develop and make time sensitive information available. Such information must be refreshed in a timely way if the program is going to be sustainable. Staff is currently developing video articles and/or stories to be used during the pilot test of I Parks which will include play activities for the youth of the community. I Parks will be available beginning in April 2015. The number of user hits will be documented to determine public use of concept and ultimate viability of concept as a communicative tool.
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DISTRICT GOAL 2

Deliver Financial Stewardship

District Initiative 1: Achieve annual and long range financial plans

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop and administer the Planning and Development division budget and meet all time lines established by the Finance division.	By November 1 2014	C	The sum total of all projects awarded to date is currently at or below budgeted total amounts.
2	2014 Capital Projects at or below budget amounts	End of 4 th Quarter		

District Initiative 2: Generate alternative revenue

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Coordinate construction of hotel at BPC	Contingent on partnership & agreement	NB	HEPD is still waiting for a potential interested investor to commit to the project.
2	Work with Admin Department to secure a means to fund the Marquee Project at no or minimal cost to existing programs and tax payers.	End of 4 th Quarter	C	Planning staff along with Admin. Staff has identified Windsor Outdoor as a potential advertising agent. Staff will be presenting an advertising agreement with Windsor at the April A&F meeting. The board has approved an agreement with Windsor to sell ad space on four of the eight sign faces.

District Initiative 3: Utilize our resources effectively & efficiently

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Research, develop and recommend Planning & Development section of the 2014 CMP including recommended CIRP projects, goals and objectives.	By May 2014	C	Planning has prepared a capital replacement plan for existing amenities to address the districts needs for 2015-2019. That plan will be presented to the board for approval by the end of the year Possible new project are currently being reviewed and of formulated for consideration by the board. Planning staff has completed all research items and prepared recommendations to be considered as part of the 2014-2019 CMP.
2	Research green alternatives for each of the CMP identified and / or future identified projects.	Research and implement as part of the 2014 budget and bid processes.	C	As part of the playground replacement process planning staff looked into the possibility of recycling the old equipment for third world countries. Unfortunately the company who is involved in the process evaluated our equipment and saw no value in perusing it with HEPD. With this in mind staff made recycling the old obsolete materials a requirement of the installation bid. Metal and plastic will be salved for scape value. New playground equipment used in the replacement program must consist of no less than 5% recycled content.

DISTRICT GOAL 3

Achieve Operational Excellence and Environmental Awareness

District Initiative 1: Create and sustain quality parks, facilities, programs and services

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Develop conceptual plans for the renovation and improvement of Chino Park.	By July 2014	NB	No program information at this time from recreation department.
2	Replace Locust Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified. Completed May
3	Replace Willow Recreation Center Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May

4	Replace Cottonwood Park Playground	By June 2014	C	Designs completed and bid, Materials ordered and installer identified Completed May
5	Replace Poplar Park Playground	By August 2014	IP	Designs completed and bid, Materials ordered and installer identified
6	Repair and/or re-coat tennis courts (15 tennis/6 pickleball) Charlemagne & South Ridge total re-coat. All others patch cracks.	By August 2014	C	Contractor identified and now under contract to complete this work. Completed June
7	Repair and re-coat the inline rinks at Community and Pine Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
8	Repair and/or re-coat the basketball courts at Olmstead, Charlemagne & Victoria Parks	By August 2014	C	Contractor identified and now under contract to complete this work Completed June
9	Patch and/or sealcoat parking lots at Olmstead Park, Triphahn Center, Seascape and BPC.	By July 2014 By August 2014	C	Contractor identified and now under contract to complete this work Completed June
10	Shoe Factory to Prairie Stone Bike Trail coordinate with Village/ Cook County Forest Preserve/IDOT/Illinois Toll way.	Ongoing , anticipated completion fall 2016	IP	Engineering design is currently underway. Concepts have been developed by the toll way engineers for the construction of the bike trail bench under the toll way as part of the bridge reconstruction. Plublic meeting are to be scheduled in the Spring or summer of 2015. The preliminary design is currently being reviewed by State regulatory agency.
11	Work with NIRC to maintain and expand Raptor programs at Vogelei according to plans approved by the Park Board	Fall 2014	NB	No program requests have be put forward from either recreation staff or the Raptors Organization.
12	Design projects utilizing Smart Cad	By April 2014	C	All 2014 project were designed and estimated utilizing Smart CAD technology. 2014 projects designed with SMART CAD were constructed and tracked utilizing quantities driven by drawing data base information.

District Initiative 2: Utilize best practices

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	Proragis – Coordinate and maintain all district current statistical data as required by Proragis.	By December 31, 2014	IP	Staff has updated all the park district data base info as of December 15, 2014 Staff has also begun mapping all HEPD park site location in the Proragis mapping

				system.
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DISTRICT GOAL 4

Promote Quality Leadership and Service

District Initiative 3: Promote continuous learning and encourage innovative thinking

No.	Division Objective	Measures	Status	Achievement Level / Comments
1	CE Courses by Planning Staff	End of 4 th Quarter	IP	Goal is 14. 21 CEU's obtained to date.

MEMORANDUM NO. M15-025

TO: Board of Commissioners
FROM: Dean Bostrom, Executive Director
Craig Talsma, Deputy Director, Director of Admin & Finance
RE: Intergovernmental Agreement for the Disconnection of Certain Property from Palatine Park District and Annexation to the Hoffman Estates Park District
DATE: February 20, 2015

BACKGROUND

The Buildings & Grounds Committee has recommended that the full board approve the *Intergovernmental Agreement for the Disconnection of Certain Property from Palatine Park District and Annexation to the Hoffman Estates Park District*, which will provide the district the ability to annex the approximate 37.1 acre parcel of land at the northwest corner of Algonquin and Ela Roads. When this was discussed at the committee, staff mentioned that all of the storm water and sewer and street infrastructure for the development of 81 homes at this site would be completed prior to the “trigger date” when the district pays \$300,000 to the Palatine Park District for the property.

IMPLICATIONS

In reviewing the details with the developer this week, it was determined that the property is scheduled to be developed in two phases. (See attached map). Phase 1 will be for the 41 homes adjacent to the proposed park site. Included with the Phase 1 development is the water detention area and as part of this, the entire storm water infrastructure for the all properties (Phase 1 and Phase 2 homes) will be completed prior to the trigger date. All additional infrastructures for streets, sidewalks, etc. will be completed for all of the homes in Phase 1 prior to the trigger date. Phase 2 homes will not be required to have the additional infrastructure until the builder moves on to that area.

If approved as originally recommended, the district will have already agreed and annexed the property prior to the completion of Phase2 infrastructure. The developer has stated that they will move onto Phase 2 homes as they complete the sales of Phase 1 homes, and staff believes that all 81 homes will still be developed in a timely manner. The division of the property into two phases does not alter the proposed annexation agreement in any manner. The only potential side effect would be if Phase 2 was not developed immediately then there would be a delay in receiving the property taxes on those homes. It should be noted that the second phase of homes will be the more profitable homes for the builder in that all of the major costs of the storm water detention system will have already been incurred by the developer during Phase 1.

Staff feels confident that the agreement and the annexation to property are in the best interest of the district and even if the site is developed in two phases, that this does not affect the positive impact of annexing the property.

Recommendation

Staff recommends the board approve the *Intergovernmental Agreement for the Disconnection of Certain Property from Palatine Park District and Annexation to the Hoffman Estates Park District* as originally proposed.

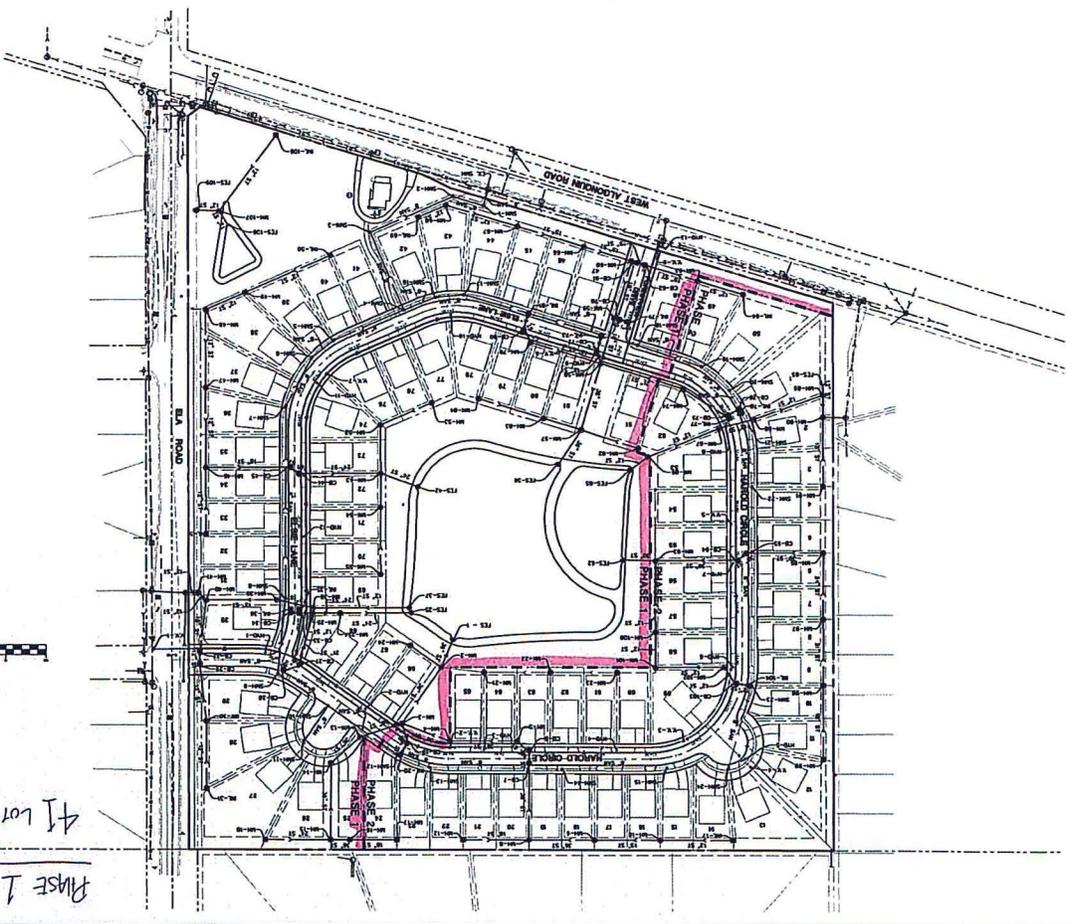
03-18

BERGMAN POINTE SUBDIVISION
HOFFMAN ESTATES, ILLINOIS
OVERALL LAYOUT

Manhard
CONSULTING, LTD.



PHASE 1
41 LOTS



**INTERGOVERNMENTAL AGREEMENT FOR THE DISCONNECTION OF CERTAIN
PROPERTY FROM PALATINE PARK DISTRICT AND ANNEXATION TO THE
HOFFMAN ESTATES PARK DISTRICT**

THIS AGREEMENT is made and entered into by and between M/I Homes of Chicago, LLC (Developer), Palatine Park District (PPD) and the Hoffman Estates Park District (HEPD). Developer, PPD AND HEPD are hereinafter sometimes individually referred to as a “Party” and collectively as “Parties.”

RECITALS

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois of 1970 authorizes units of local government, including municipalities and park districts, to contract or otherwise associate among themselves to exercise, combine or transfer any power or function in any manner not prohibited by law or by ordinance; and,

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorizes units of local government of Illinois to exercise jointly with any other public agency within the State, including other units of local government, any power, privilege, or authority which may be exercised by a unit of local government individually, and to enter into contracts for the performance of governmental services, activities and undertakings; and,

WHEREAS, Section 3-6 of the Illinois Park District Code, 70 ILCS 1205/3-6, provides any territory which (1) is upon the border of a park district, and (2) if disconnected from the park district would not separate any part of the park district from any other part, may, in the park board’s discretion, be disconnected from the park district on the written petition of the owners of the territory sought to be disconnected; and

WHEREAS, Section 3-1 of the Illinois Park District Code, 70 ILCS 1205/3-1, provides any territory adjoining a park district may, in the park board’s discretion, become a part of and be annexed to the district on the written petition of a majority of the legal voters residing in and a majority of the property owners of record within the territory proposed to be annexed; and

WHEREAS, Section 8-1(a) of the Illinois Park District Code, 70 ILCS 1205/1-1 et seq., authorizes the Park District to contract in furtherance of any of its corporate purposes; and

WHEREAS, Developer represents and warrants that it is the contract purchaser of certain real property comprising approximately 38.56 acres, more or less, commonly known as 2150 W. Algonquin Road, Hoffman Estates, Illinois, and more specifically described and depicted in Exhibit A, attached hereto and incorporated by reference as though fully set forth herein (the “Territory”); and

WHEREAS, upon acquisition of the Territory, Developer will be the only owner of the Territory; and

WHEREAS, there are no electors residing in the Territory; and

WHEREAS, the Territory lies within and on the boundary of the Palatine Park District which is adjacent and contiguous to the Hoffman Estates Park District; and

WHEREAS, Developer desires to annex the Territory to the Village of Hoffman Estates and contemporaneously wishes to annex the Territory to the Hoffman Estates Park District; and

WHEREAS, PPD and HEPD have determined that it would be in their mutual best interests, and in the best interests of their respective residents, to provide for disconnection and annexation of the Territory as herein described; and

WHEREAS, Developer and HEPD hereby acknowledge and agree that the disconnection of the Territory from PPD shall result in the application of Section 3-7 of the Park District Code, 70 ILCS 1205/3-7.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants and obligations as hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Developer, PPD and HEPD agree as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated herein in their entirety by this reference.

2. Obligations of Developer. Developer shall perform the following actions in the order and at the time necessary to petition for disconnection of the Territory from Palatine Park District and to petition to annex the Territory to the Hoffman Estates Park District:

- a. Disconnection. Within thirty (30) days after Developer acquires the first (1st) occupancy permit for any residential dwelling in the Territory, but not earlier, Developer shall:
 - i. Execute the Petition for Disconnection, in substantially the form described in Exhibit B, and
 - ii. Obtain the certificate of the Cook County Clerk showing that all taxes and assessments due to PPD up to the time of presenting the petition are fully paid, and
 - iii. File the Petition for Disconnection and Clerk's certificate with the Secretary of the Board of Park Commissioners of the Palatine Park District. The date on which the Petition for Disconnection is filed with the Palatine Park District shall be referred to as the "Trigger Date."
- b. Annexation. Immediately following the disconnection of the Territory from the Palatine Park District, Developer shall:
 - i. Execute the Petition for Annexation, in substantially the form described in Exhibit C, and

- ii. Cause the Petition for Annexation to be executed by all electors, if any, residing in the Territory, and
- iii. File the Petition for Annexation with the Secretary of the Board of Park Commissioners of the HEPD.

3 **Obligations of the Palatine Park District.** Between thirty (30) and sixty (60) days following the Trigger Date, but not before HEPD delivers the Deposit (as defined below) to the escrow agent agreed upon by the parties, and HEPD delivers to PPD a Plat of Disconnection of the Territory, the PPD Board of Park Commissioners shall:

- a. Following notice from the Escrow Agent confirming that the Deposit has been delivered and placed in the escrow account pursuant to escrow instructions mutually acceptable to PPD and HEPD, adopt an ordinance causing the Territory to be disconnected from the Palatine Park District, and
- b. Append to the disconnection ordinance the Plat of Disconnection of the Territory described above, and
- c. Not later than ten (10) business days following PPD's receipt of the Deposit, cause the disconnection ordinance and the plat of disconnection to be recorded with the Recorder of Deeds of Cook County.

4 **Obligations of the Hoffman Estates Park District.**

- a. Within thirty (30) days from the Trigger Date, HEPD shall cause to be prepared, at its sole expense, a Plat of Disconnection and Plat of Annexation for the Territory. HEPD shall deliver the Plat of Disconnection to the Palatine Park District prior to the PPD's consideration of the disconnection ordinance herein described.
- b. Before PPD approves the disconnection ordinance, HEPD shall deposit Three Hundred Thousand Dollars (\$300,000) (the "Deposit") with Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C. (the "Escrow Agent").
- c. Before PPD adopts its disconnection ordinance, HEPD shall provide mutually agreed written instructions to the Escrow Agent directing it to deliver the Deposit to the PPD.
- d. Within sixty (60) days from receipt of Developer's Petition for Annexation, in the form described in Exhibit C, but not before PPD adopts and records its disconnection ordinance, HEPD shall adopt an ordinance causing the Territory to be annexed to HEPD, append the Plat of Annexation to said ordinance, and cause the annexation ordinance to be recorded with the Recorder of Deeds of Cook County.

5. **Escrowed Funds.** In the event HEPD fails to annex the Territory to the Hoffman Estates Park District for any reason, and PPD subsequently re-annexes the Territory to PPD, PPD shall return the Deposit within seven (7) business days after the recording of an annexation ordinance re-annexing the Territory to PPD. This paragraph 5 shall survive closing of the escrow and termination of this Agreement.

6. **Mutual Cooperation.** If there shall remain any matter to be done which shall not have been expressly described herein for the purpose of accomplishing the disconnection and annexation of the Territory as contemplated by the terms of this Agreement, then Developer, HEPD and PPD agree promptly to take such steps as may be reasonable or necessary to complete such matters. Upon PPD's adoption of ordinance disconnecting the Territory, the Parties shall immediately direct the escrow agent to disburse the Deposit to PPD.

7. **Benefits Solely to the Parties.** This Agreement is intended solely for the benefit of the Parties hereto, and nothing herein shall be construed, either expressly or impliedly, to extend rights or obligations in favor of any other person, or to create any additional beneficiaries of this Agreement. The delegation of all responsibilities by and among the Parties as described herein is only as a matter of administrative convenience and shall not be construed to create any duty or standard of care to third parties not otherwise imposed by law.

8. **No Personal Liability.** No official, director, officer, agent or employee of either Party hereto shall be charged personally or held contractually liable under any term or provision of this Agreement, or because of their execution, approval or attempted execution of this Agreement.

9. **Modification.** The terms of this Agreement shall not be modified or amended except by written agreement of the Parties. The covenants, terms and conditions contained in this Agreement may be modified only in writing through the written mutual consent of the Parties after approval by their respective governing boards.

10. **Assignment.** This Agreement shall be binding on the Parties and their respective successors and permitted assigns. Except for the Developer, the Parties may not assign, transfer or otherwise convey their rights or obligations under this Agreement without the prior written consent of the other Parties, which may be withheld in any such Parties' sole discretion.

11. **Counterparts.** This Agreement may be executed in separate counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Agreement shall be fully executed when each party whose signature is required has signed at least one counterpart, even if no one counterpart contains the signature of all Parties.

12. **Construction.** This Agreement is and shall be deemed to be construed as a joint and collective work product of Developer, PPD and HEPD and, as such, this Agreement shall not be construed against the other Party, as the otherwise purported drafter of same, by any court of competent jurisdiction in order to resolve any inconsistency, ambiguity, vagueness or conflict, if any, of the terms and provisions contained herein.

13. Relationship of the Parties. This Agreement is not intended and shall not be construed so as to create a partnership, joint venture, employment or other agency relationship between the Parties.

14. Choice of Law and Venue. This Agreement shall be deemed to have been made in, and shall be construed in accordance with the laws of the State of Illinois. Venue for the resolution of any disputes or the enforcement of any rights pursuant to this agreement shall be in the Circuit Court of Cook County, Illinois.

15. Prior Agreements. This Agreement contains the Parties' entire understanding and agreement with respect to the subject matter hereof and supersedes any and all prior understandings and agreements, whether written or oral, between the Parties with respect to the subject matter of this Agreement.

16. Remedies. Unless otherwise specified herein, in the event of a breach of any term or condition of this Agreement by any party, the party claiming that a breach has occurred shall provide written notice to the breaching Party, said notice to set forth the factual basis for the determination that a breach has occurred. If the breach is not remedied within 30 days of receipt of notice of breach, the non-defaulting Party may seek any and all remedies available at law or equity. The prevailing party in any suit for the enforcement of the Parties' respective rights and obligations shall be entitled, as part of the judgment entered in such suit, to an award of its costs and expenses for prosecuting such claim, including reasonable attorneys' fees.

17. Notices. Notices to be sent pursuant to this Agreement shall be sent by certified mail, postage prepaid to the following addresses:

Palatine Park District
250 E. Wood Street
Palatine, Illinois 60067
Attn: Executive Director

Hoffman Estates Park District
1685 W Higgins Road
Hoffman Estates, IL 60169
Attn: Executive Director

M/I Homes of Chicago, LLC
400 E. Diehl Road
Suite 230
Naperville, Illinois 60563

18. Effective Date. This Agreement shall become effective on the last date set forth below.

IN WITNESS WHEREOF, The Parties have caused this instrument to be executed and effective as of the date first above written.

PPD: Palatine Park District

President, Board of Park Commissioners Date

ATTEST:

Secretary, Board of Park Commissioners

HEPD: Hoffman Estates Park District

President, Board of Park Commissioners Date

ATTEST:

Secretary, Board of Park Commissioners

M/I Homes of Chicago, LLC:

Date

PRINT NAME

EXHIBIT A

LEGAL DESCRIPTION

P.I.N. 02-29-301-010; 02-29-301-012

PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 29; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID SOUTH QUARTER, A DISTANCE OF 1475.8 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF STAT ROUTE 62; THENCE NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE, A DISTANCE OF 1353.63 FEET TO THE WEST LINE OF THE EAST HALF OF SAID SOUTHWEST QUARTER; THENCE NORTHERLY ALONG SAID WEST LINE, A DISTANCE OF 1089.55 FEET TO THE NORTHWEST CORNER OF THE EAST HALF OF SAID SOUTHWEST QUARTER; THENCE EASTERLY ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER, A DISTANCE OF 1297.80 FEET TO THE PLACE OF BEGINNING, IN COOK COUNTY, ILLINOIS, BUT EXCLUDING THE PROPERTY LEGALLY DESCRIBED AS:

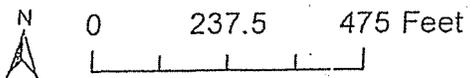
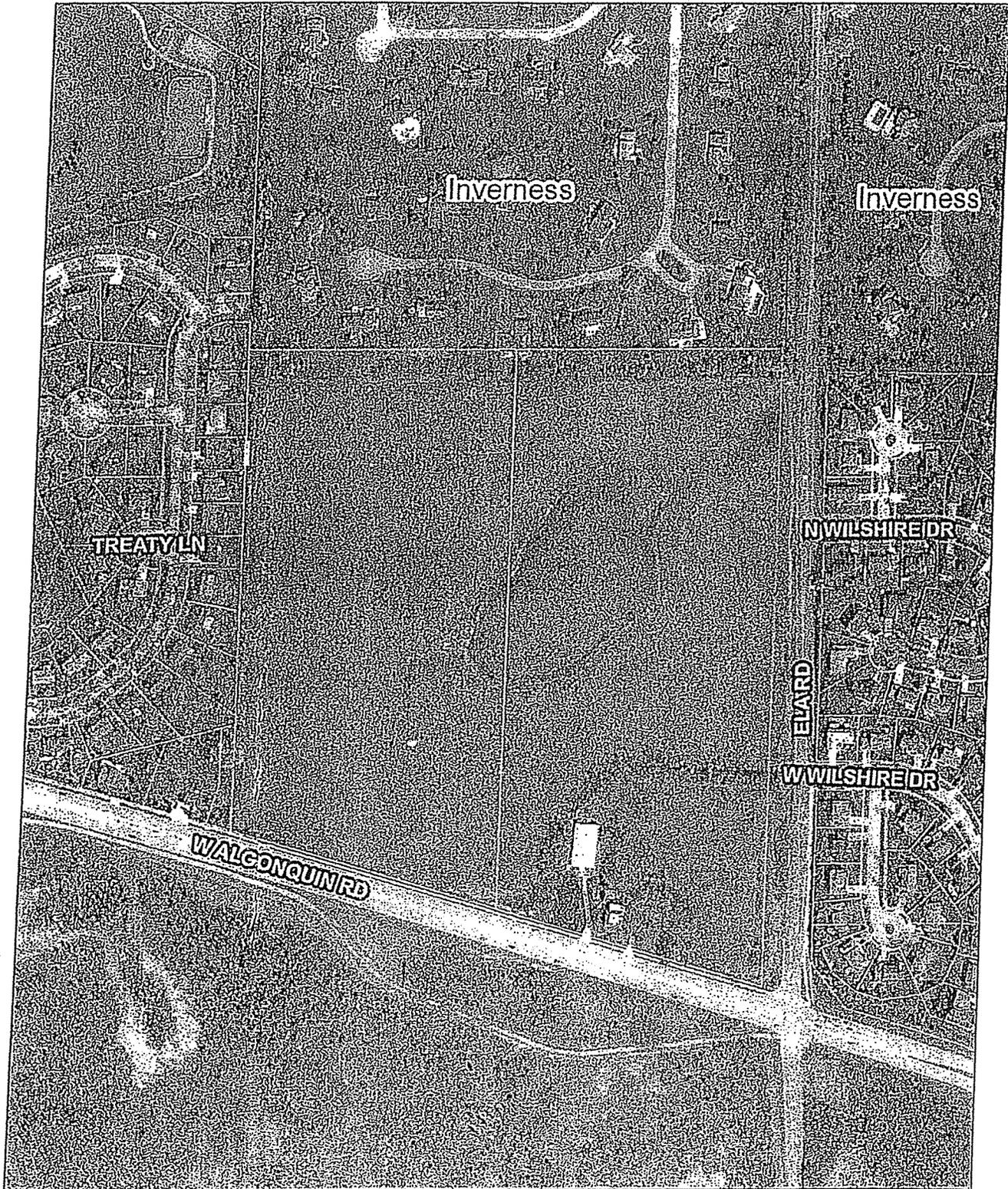
PARCEL 0013A: THAT PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE AFORESAID EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, AS MONUMENTED AND OCCUPIED; THENCE ALONG AN ASSUMED BEARING OF SOUTH 00 DEGREES 17 MINUTES 07 SECONDS EAST 1,475.66 FEET ALONG THE EAST LINE OF SAID EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29 TO THE NORTHERLY RIGHT OF WAY LINE OF ALGONQUIN ROAD AS SHOWN ON THE PLAT OF DEDICATION FOR PUBLIC HIGHWAY, RECORDED IN THE COOK COUNTY RECORDER'S OFFICE ON JANUARY 30, 1933 AS DOCUMENT NUMBER 11194104, EXTENDED EASTERLY; THENCE NORTH 73 DEGREES 14 MINUTES 57 SECONDS WEST 518.30 FEET ALONG SAID EXISTING NORTHERLY RIGHT OF WAY LINE OF ALGONQUIN ROAD TO THE POINT OF BEGINNING, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS SURVEY MARKER; THENCE CONTINUING ALONG THE SAME BEARING OF NORTH 73 DEGREES 14 MINUTES 57 SECONDS WEST ALONG SAID EXISTING NORTHERLY RIGHT OF WAY LINE 847.03 FEET TO THE WEST LINE OF SAID EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS SURVEY MARKER; THENCE NORTH 00 DEGREES 04 MINUTES 17 SECONDS WEST 10.45 FEET ALONG SAID WEST LINE TO A POINT 10.00 FEET NORTHERLY OF, AS MEASURED PERPENDICULAR TO, SAID NORTHERLY RIGHT OF WAY LINE OF ALGONQUIN ROAD, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS SURVEY MARKER; THENCE SOUTH 73 DEGREES 14 MINUTES 57 SECONDS EAST ALONG A LINE PARALLEL WITH NORTHERLY RIGHT OF WAY LINE 790.06 FEET TO A POINT, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS MARKER; THENCE SOUTH 63 DEGREES 47 MINUTES 13 SECONDS EAST 60.83 FEET TO THE POINT OF BEGINNING.

AND ALSO EXCLUDING THE PROPERTY LEGALLY DESCRIBED AS:

PARCEL 0013B: THAT PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS:

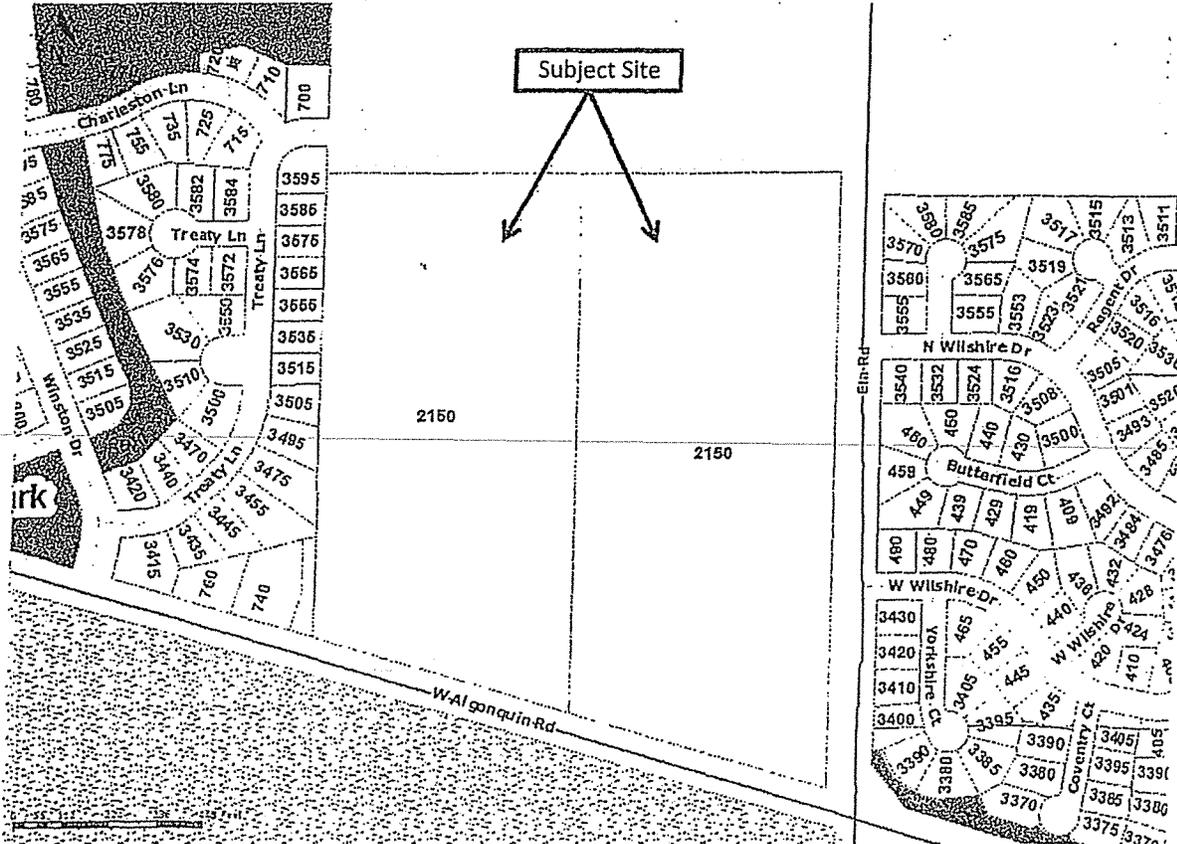
COMMENCING AT THE NORTHEAST CORNER OF THE AFORESAID EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29, AS MONUMENTED AND OCCUPIED; THENCE ALONG AN ASSUMED BEARING OF SOUTH 00 DEGREES 07 MINUTES 07 SECONDS EAST 1,440.65 FEET ALONG THE EAST LINE OF SAID EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29 TO A POINT OF BEGINNING; THENCE CONTINUING ALONG SAID EAST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER THE SAME BEARING OF SOUTH 00 DEGREES 07 MINUTES 07 SECONDS EAST 35.01 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF ALGONQUIN ROAD AS SHOWN ON THE PLAT OF DEDICATION FOR PUBLIC HIGHWAY, RECORDED IN THE COOK COUNTY RECORDER'S OFFICE ON JANUARY 30, 1933 AS DOCUMENT NUMBER 11194104, EXTENDED EASTERLY; THENCE NORTH 73 DEGREES 14 MINUTES 57 SECONDS WEST 59.48 FEET ALONG SAID NORTHERLY RIGHT OF WAY LINE OF ALGONQUIN ROAD AND ITS EASTERLY EXTENSION TO A POINT, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS SURVEY MARKER; THENCE NORTH 53 DEGREES 18 MINUTES 58 SECONDS EAST 29.79 FEET TO A POINT ON THE EXISTING WESTERLY RIGHT OF WAY LINE OF ELA ROAD, SAID POINT BEING MONUMENTED BY AN ILLINOIS DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS SURVEY MARKER; THENCE NORTH 89 DEGREES 52 MINUTES 53 SECONDS EAST 33.00 FEET PERPENDICULAR TO SAID EAST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 29 TO THE POINT OF BEGINNING.

Bergman Farms



Planning Division
Village of Hoffman Estates
April 2014

2150 Algonquin Road— Bergman Farms
P.I.N.s 02-29-301-010 and 02-29-301-012



October 2014
Village of Hoffman Estates
Planning Division



EXHIBIT B

Petition for Disconnection

**BEFORE THE
BOARD OF PARK COMMISSIONERS OF
THE PALATINE PARK DISTRICT
COOK COUNTY, ILLINOIS**

**IN THE MATTER OF THE PETITION
FOR THE DISCONNECTION OF CERTAIN
TERRITORY FROM THE PALATINE PARK
DISTRICT**

PETITION FOR DISCONNECTION

The undersigned Petitioners as owners of the real property hereinafter described, and pursuant to Section 3-6 of the Park District Code, 70 ILCS 1205/3-6, respectfully petition the Board of Park Commissioners to adopt an ordinance disconnecting the following territory from the Palatine Park District ("District").

In support of this Petition, the Petitioners state as follows:

1. The Petitioners are all the owners of record of all the land within the territory described on Exhibit "A" attached hereto and specifically incorporated by reference herein ("Territory"), and depicted on the Plat of Disconnection, attached hereto as Exhibit "B";

2. The Territory is within the boundaries of the Palatine Park District, is located on the border of the District, and if disconnected from the District would not separate any part of the District from any other part; and

3. The Clerk of Cook County has certified that all taxes or assessments due from the Territory to the District have been paid. The Clerk's certificate is attached hereto and specifically incorporated herein as Exhibit "C".

Wherefore, the Petitioners pray that the Board of Park Commissioners of the Palatine Park District disconnect from the District the Territory described herein, by means of an appropriate ordinance.

Respectfully submitted,

M/I Homes of Chicago, LLC, a Delaware limited liability company

By: _____

Print Name: _____

Its: _____

Date: _____

EXHIBIT "C"

COUNTY CLERK'S CERTIFICATE

EXHIBIT C

Petition for Annexation

**BEFORE THE
BOARD OF PARK COMMISSIONERS OF
THE HOFFMAN ESTATES PARK DISTRICT
COOK COUNTY, ILLINOIS**

**IN THE MATTER OF THE PETITION
FOR THE ANNEXATION OF CERTAIN
TERRITORY TO THE HOFFMAN ESTATES
PARK DISTRICT**

PETITION FOR ANNEXATION

The undersigned Petitioners as owners of the real property hereinafter described, and pursuant to Section 3-1 of the Park District Code, 70 ILCS 1205/3-1, respectfully petition the Board of Park Commissioners to adopt an ordinance annexing the following territory to the Hoffman Estates Park District ("District").

In support of this Petition, the Petitioners state as follows:

1. The Petitioners are all the owners of record of all the land within the territory described on Exhibit "A" attached hereto and specifically incorporated by reference herein ("Territory") and depicted on the Plat of Annexation attached hereto as Exhibit "B";
2. There are no legal voters residing in the Territory; and
3. The Territory is contiguous to the boundaries of the Hoffman Estates Park District.

Wherefore, the Petitioners pray that the Board of Park Commissioners of the Hoffman Estates Park District annex to the District the Territory described herein, by means of an appropriate ordinance.

Respectfully submitted,

M/I Homes of Chicago, LLC, a Delaware limited liability company

By: _____

Print Name: _____

Its: _____

Date: _____