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**MINUTES  
RECREATION COMMITTEE MEETING  
December 11, 2018**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation Committee was held on December 11, 2018 at 7:05 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Kinnane, President Kaplan, Commissioner R. Evans, Comm Reps Henderson and Wittkamp (arrived 7:25 p.m.)

Absent: Comm Reps Dressler, Macdonald, and Neel

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Golf and Facilities Bechtold

Audience: Commissioners Bickham, K. Evans, Kilbridge, McGinn; Comm Rep Wilson

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Henderson made a motion, seconded by Commissioner R. Evans to approve the minutes of the November 20, 2018 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

Commissioner McGinn asked about the response from PDRMA regarding the damages to the ice rinks. Executive Director Talsma explained that they were waiting to hear back, hopefully within the next 30 days.

5. **Old Business:**

None

6. **New Business:**

A. **Independent Contractor Agreements/M18-121:**

Executive Director Talsma reviewed the items noting they were housekeeping issues and brought to the board's attention because the contract payouts were over \$25,000. He noted that they had been presented last year and that the contractors had been with the district for the past 10 -15 years. He also explained that Director Bechtold had renegotiated the First Serve Management contract to reflect a 70/30% split across the board.

President Kaplan asked about the programs at the Shotokan facilities and Executive Director Talsma explained that if they signed up through the park district for an off-site program the district received a 85/15% split.

Commissioner R. Evans asked why the district continued to have a contract with First Serve and Executive Director Talsma explained that they were attempting to rebuild that program. Director Bechtold explained that First Serve did have a following that accounted for many of the participants in the program as well as the teachers with accreditation to teach classes. He also explained that the new tennis membership structure would, hopefully, bring new clients to the tennis program.

President Kaplan asked if the program was monitored and Director Bechtold explained that it was.

Commissioner Kilbridge noted that there were many references to PSSWC in the contract that would now need to be changed to the Club at PS. She also asked about the General Manager of Operations and it was noted to be Christine Tusa. Discussion ensued regarding the fact that First Serve did not have a specific contract value amount as it would be based upon participation.

President Kaplan expressed concern regarding the anticipated value of the contracts being listed in the document and Executive Director Talsma noted that they could be removed.

Commissioner Bickham asked if there was a contingency plan for tennis if registration did not pick up and Executive Director Talsma explained that they would be using the 3<sup>rd</sup> tennis court for the Cricket Pitch and would continue to look at alternative programming if necessary.

Commissioner McGinn asked if there were any other programs nearing the \$25,000 amount and Executive Director Talsma noted that there were not.

Comm Rep Henderson asked about the losing the 3<sup>rd</sup> tennis court and it was noted that the Club would not lose that court, but gain the opportunity to place the cricket pitch in that area for scheduled times. She asked about the number of outdoor tennis courts and staff noted that there were 10 – 12.

Commissioner Kinnane asked if participants had to be members of the Club to use the courts and it was noted that they did not, however, they did pay a separate program fee without a membership. Commissioner Kinnane questioned the security of the Club and the opportunity for people taking tennis or cricket lessons to then take advantage of the other Club amenities without having a membership. Executive Director Talsma explained that had always been a possibility, however, staff was trained to watch attendance and recognize members. He also explained that staff was discussing addition measures to prevent non-members from taking advantage of the Club amenities.

Comm Rep Henderson made a motion, seconded by Commissioner R. Evans to recommend the board approve the Independent Contractor Agreements for Tumbling Times, Inc., Illinois Shotokan Karate, Inc. and First Serve Management, Inc. as presented and outlined in M18-121. The motion carried by voice vote.

B. The Club at PS Signage/M18-126:

Executive Director Talsma reviewed the item explaining that it might take 6-8 weeks for delivery of the large outdoor sign.

Comm Rep Wittkamp arrived at 7:25 p.m.

Comm Rep Wilson noted that the Club did not seem to project the fitness idea and asked how the change had come about. Executive Director Talsma explained that the issue had been discussed at the Committee of the Whole/Budget meeting and in depth at the last Recreation Committee Meeting with staff input on the name change.

President Kaplan questioned if the 2<sup>nd</sup> and 3<sup>rd</sup> signs would be in the 2018 budget and the large sign in 2019. Executive Director Talsma noted that was correct providing they could receive the 2<sup>nd</sup> and 3<sup>rd</sup> sign in 2018.

Comm Rep Henderson made a motion, seconded by Comm Rep Wittkamp to recommend the board approve adding the capital expenditure for signage at The Club at Prairie Stone in the amount of \$20,000 to the 2019 budget. The motion carried by voice vote.

C. Recreation Division Report/M18-125:

Director Kapusinski reviewed the report noting that:

- Staff was working with the Village on coordination of events
- Membership appreciation for TC and WRC had been held and that they would plan a fitness challenge for the coming winter.
- The Story Time Train had sold out.
- 50+ was pushing new fitness classes.
- The Try Hockey program was successful and staff was planning to run it each time prior to open registration for ice programs. She also noted that the synthetic ice at Winter Fest had proven to be very successful with very beginning students and they were looking to use it for a class.
- C&M was working on cleaning up the Facebook pages as well as rebranding PSSWC to The Club.

President Kaplan asked about the fitness challenge and Director Kapusinski noted that it was scheduled for a winter activity in 2019.

Commissioner K. Evans asked if the district was missing an opportunity to promote classes at events like the Winter Fest and Director Kapusinski noted that they had 3 district tables passing out flyers and information. He asked about the usefulness of the synthetic ice and it was noted to be excellent for very beginning skaters. Executive Director Talsma noted that it was much like ice skating with weights on.

Commissioner McGinn asked about the WRC membership and Executive Director Talsma noted that both TC and WRC were down and staff was monitoring that.

Commissioner R. Evans made a motion, seconded by Comm Rep Henderson to send the Recreation Report/M18-125 to the board as presented. The motion carried by voice vote.

D. Facilities & Golf Report/M18-124:

Director Bechtold reviewed the report noting:

- That the letter of rate restructuring had been sent out
- That BPC had shut down a bit early due to the early snowstorm but that all greens and tees were now covered for the winter.
- That the Hole In One now had outside staff on the hole selling chances and increasing the revenue
- And that BPC had received awards in the KNOT for the ninth year in a row.

Commissioner Bickham asked about the GPS and Director Bechtold explained that the district was now receiving 25% off all services until the initial \$2900 was paid back. It was noted that they had 2 years to go on the contract and felt they would see the full repayment.

Comm Rep Henderson asked about the removal of the fountains and Director Bechtold explained that they were aeration fountains in the lakes/ponds and removed every winter to prevent freezing.

Commissioner Kinnane asked about tree damage from the storm and Director Bechtold explained that they had seen a few limbs down but no major damage. Executive Director Talsma explained that that the district had seen damage in the parks and that it had taken the maintenance department a week to complete clean up.

Commissioner R. Evans made a motion, seconded by Comm Rep Henderson to send the Facilities and Golf Report/M18-124 to the board for approval as presented. The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Henderson wished everyone a Happy Holiday.

President Kaplan thanked the committee for allowing him to join their group for the evening.

Commissioner R. Evans noted that he had spoken with an experienced runner in the 5K Race at BPC and he had felt the race very well organized.

Chairman Kinnane gave a shout out to GM of the Club Tusa and the maintenance staff with regard to the Club tour and in-house work done on the front desk.

**8. Adjournment:**

Comm Rep Wittkamp made a motion, seconded by Comm Rep Henderson to adjourn the meeting at 8:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma, Secretary

Peg Kusmierski, Recording Secretary