

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. 1043**  
**TUESDAY, JULY 23, 2019**  
**7:00p.m.**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. AWARDS:
  - Best of Hoffman: Coaches Cory and Angela Wallace
  - Employees of the 2<sup>nd</sup> Quarter
5. COMMENTS FROM THE AUDIENCE
6. RECESS FOR A&F COMMITTEE MEETING
7. RECONVENE FOLLOWING A&F COMMITTEE MEETING
8. APPROVAL OF MINUTES (attached)
  - A. Regular Board Meeting Minutes 6/25/2019
  - B. Special Board Minutes 6/18/2019
9. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
  - A. Highland Park playground / M19-068 (see July B&G packet)
  - B. CMP final draft / M19-073 (see July FPC packet)
  - C. Ice Rink Project Change Order / M19-075 (see July A&F packet)
  - D. Open and Paid Invoice Register: \$703,912.79 (see July A&F packet)
  - E. Revenue and Expenditure Report (see July A&F packet)
  - F. Acceptance of B&G Minutes 6/18/2019 (see July B&G packet)
  - G. Acceptance of Rec Minutes 6/18/2019 (see July Rec packet)
  - H. Acceptance of FPC Minutes 5/21/2019 (see July FPC packet)
  - I. Acceptance of A&F Minutes 6/25/2019 (see July A&F packet)

Regular Board Meeting

July 23, 2019

Page 2

10. PRESIDENT'S REPORT
11. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT
12. OLD BUSINESS
13. NEW BUSINESS
14. COMMISSIONER COMMENTS
15. EXECUTIVE SESSION
  - A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act
    - 6/18/2019
  - B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.
16. Potential discussion and possible vote on matters regarding the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.
17. ADJOURNMENT



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**MINUTES**  
**REGULAR BOARD MEETING NO. 1042**  
**June 25, 2019**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on June 25, 2019 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Vice President Kilbridge; Commissioners K. Evans, Kinnane, and McGinn

Absent: President Kaplan, Commissioner R. Evans

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Parks, Planning and Maintenance Hugen

Audience: Comm Reps Macdonald, Chhatwani, Utas, Winner, Aguilar, Wilson

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Awards:**

Vice President Kilbridge awarded Scout Pack 297 Bears, Tigers & Wolves for their service to the park district. The troop had collected seeds last fall and created seed bombs for planting Charlemagne Park this spring.

**5. Comments from the Audience:**

None

**6. Recess for A&F Committee Meeting:**

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to recess the Board Meeting at 7:10 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

**7. Reconvene Following A&F Committee Meeting:**

Commissioner Kinnane made a motion, seconded by Commissioner McGinn to reconvene to the Regular Board Meeting at 7:50 p.m. The motion carried by voice vote.

**8. Approval of the Minutes:**

Commissioner Kinnane noted that he had received his 4 year pin at the meeting.

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to approve the minutes of the May 28, 2019 Regular Board meeting as corrected. The motion carried by voice vote.

Commissioner K. Evans made a motion, seconded by Commissioner Kinnane to approve the minutes of the May 28, 2019 Annual Board meeting as presented. The motion carried by voice vote.

**9. Consent Agenda:**

Commissioner K. Evans made a motion, seconded by Commissioner Kinnane to approve the consent agenda as presented.

- A. Fitness Challenge Course South Ridge Park / M19-063
- B. RTU repair at The Club / M19-064
- C. Bond Refunding Ordinance / M19-066
- D. Open and Paid Invoice Register: \$741,625.99 (see June A&F packet)
- E. Revenue and Expenditure Report (see June A&F packet)
- F. Acceptance of Rec Minutes 5/21/2019 (see June Rec packet)
- G. Acceptance of A&F Minutes 5/28/2019 (see June A&F packet)

On a Roll Call: Carried 4-0-2

Ayes: 4 K. Evans, Kinnane, McGinn, Kilbridge

Nays: 0

Absent: 2 R. Evans, Kaplan

**10. President's Report:**

None

**11. Adoption of Executive Director's Report:**

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

**12. Old Business:**

None

**13. New Business:**

A. Review/release of Closed Session Minutes R19-003/M19-065:

Executive Director Talsma reviewed the item noting that it was a housekeeping item done every 6 months.

Commissioner K. Evans made a motion, seconded by Commissioner Kinnane to approve Resolution R19-003 the Review of Closed Session Minutes. The motion carried by voice vote.

**14. Commissioner Comments:**

Commissioner Kinnane thanked Program Manager Steinhoff, Seascape staff and Garibaldi's for a great birthday party for his daughter.

Commissioner McGinn congratulated Director Hopkins on a great job with the bond refinancing.

**8. Adjournment:**

Commissioner Kinnane made a motion, seconded by Commissioner McGinn to adjourn the meeting at 7:55 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary



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**MINUTES  
SPECIAL BOARD MEETING  
June 18, 2019**

**1. Roll Call:**

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on June 18, 2019 at 8:39 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Kaplan; Commissioners K. Evans, R. Evans, Kilbridge, Kinnane, and McGinn

Absent: None

Also Present: Executive Director Talsma

Audience: Comm Rep Aguilar and Macdonald

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Comments from the Audience:**

None

**5. Executive Session:**

Commissioner Kilbridge made a motion, seconded by Commissioner K. Evans to move to Executive Session at 8:40 pm for the purpose of:

A. Minutes pursuant to Section 2(c)(21) of the Open Meetings Act.

- B. Selection of a person to fill a public office pursuant to 5 ILCS 120/2 Sec.2(c)(3) of the Open Meetings Act.

On A Roll Call: Carried 6-0-0

Ayes: 6 K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Commissioner Kinnane made a motion, seconded by Commissioner McGinn to reconvene to Special Session at 9:02 pm. Motion carried by voice vote.

**6. Discussion and Vote from Executive Session:**

President Kaplan announced that the board would interview four candidates on July 9<sup>th</sup> for the open board position. He also noted that they would be unable to interview Comm Rep Wilson for the position as she had missed the deadline for submitting her letter of interest.

**7. Commissioner Comments:**

None

**8. Adjournment:**

Commissioner K. Evans made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 9:07 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary

**HOFFMAN ESTATES PARK DISTRICT  
REGULAR BOARD MEETING NO. 1043**

**EXECUTIVE DIRECTOR'S REPORT**

**July 2019**

**PARKS DIVISION**

**ICE RINK**

Minnesota Ice was on property to remove all of the heating system. All coils were removed, cleaned and packed up to head to another job site. Once the coils were all removed Minnesota Ice employees began shooting elevations to see if our concrete sub floor had settle at all or stayed in place. After the initial readings were completed the concrete subfloor had settle about 8 inches, which is how much it had heaved. This is positive for the rink rebuild; the only question that remains is how much water is in the soil below the sub floor.

Once the heating system was removed, the contractor began cutting the concrete and exposing the underfloor pipes for both rinks. Both rinks have had all underground pipes exposed in some capacity and are currently ready for removal. As of today (7/2/2019) the consultant has just received the soils report, final elevations, and moisture readings. The consultant is currently developing the exact direction that we will take moving forward and once that is completed Minnesota Ice will be back on property to continue the construction. I spoke with representation today (7/2/19) from Minnesota Ice and they confirmed that we are still on schedule to have the rink ready on time.

**TC NORTH ROOF**

The flush seam sheet metal wall panels and associated flashings on the low vertical walls have been completed. This process involves hat channels being fastened to the wall framing through fiberglass thermal spacers and the walls being insulated with 2 inch mineral wool insulation as specified. The insulation was notched to accommodate the thermal spacers. The contractor and the consultant are currently working on finalizing submittals for the remaining sections.

**COMMUNITY PARK SPLASH PAD**

The entire Parks, Planning and Maintenance department worked hard this past month on the splash pad at Community Park. The old playground that was for kid's fitness and all existing concrete was removed by the construction team. The grading for the new concrete, the splash pad and the open grass area was completed by the parks grounds team and the aquatic and building team were responsible for the layout of the splash pad, all the plumbing, electrical and drainage. The splash pad opened on 6/28/2019.





## **WILLOW PARK & COMMUNITY PARK**

Georges Landscapes was able to start the install at Willow Park this past month. The wet spring weather had kept them away as they are running about a month behind schedule. All play features have been installed as of 7/2/2019. They are currently working on the drainage, concrete for the ADA section and filling the park with engineered wood fibers. We anticipate opening this park (with good weather) on 7/13/2019.

Park District staff will begin work on the basketball court next week with plans to paint the concrete and add games such as four square and hop scotch to the court.

On the opposite side of the street, all the old asphalt has been removed, loads of topsoil were brought in and staff has graded that area for seed. All turf areas will be restored and old safety town will be seeded to open green space.

Once the playground is completed at Willow, the contractor will then move to Community to install that playground; it appears to be the week of July 15<sup>th</sup>.

## **PLAYGROUND MULCH**

We hate to keep blaming Mother Nature but another area that the construction and playground crew was behind on was adding mulch to designated parks. This practice is usually completed in May prior to school getting out but this year it happened in June. The following parks received new mulch this past month: Brittany, Charlemagne, Fabbrini, TC, Poplar, Locust, Canterbury, Tall Oaks, Evergreen, The Club and Hunters Ridge. We will still be topping off Black Bear, Lincoln, Maple and Cipri.

## **PARK GROUNDS**

The Parks Grounds team spent the month catching up on mowing areas that were unable to be cut this year. Having to mow certain areas at a higher mowing height and then come back and mow at our preferred height of 3 inches. This was an endless effort by our team and the mechanic crews who had to pull mowers from being stuck at the following parks: Seminole, Valley, Willow, Lincoln, Douglas, Sycamore, Kingston, Huntington, Birch and Victoria. This has become a reoccurring theme the last couple of years with the some of the parks listed above. Staff has begun putting plans together to maintain these properties and detention areas more efficiently. We are looking into renaming some parks as basins and maintaining them at different mowing heights. Once we have completed our research, a memo will be presented to the B&G Committee.

## **OTHER**

Other items that were worked on and/or completed in June at Parks, Planning and Maintenance Department:

- Drinking fountain repairs at South Ridge, Olmstead, Field and Huntington
- RTU 1 at The Club investigation and scheduling of repairs
- All new LED lights were installed in the gym at TC
- Aerator at Chestnut Park was repaired and is now working again
- Hot water tank at TC North side was leaking and repaired same day that leak was discovered, resulting in no hot water on the north side for only 8 hours
- Earth work and concrete framing for the National Fitness Court at Fabbrini
- Playground Checks
- Repairs to equipment at Bo's Run and Freedom Run
- Tree removals and cleanup from recent storms
- Regular athletic mowing and game setup
- New infield mix installed at Cannon and Fabbrini ballfields
- Vehicle inspections
- Repairs to all district equipment as needed

## Recreation Division



### Upcoming Events

- July 13 - Hoffman Walks at Huntington Park
- July 19 - Movie Night at Seascape
- July 26 - Magician Scott Green at Vogelei Park
- July 28 - Sports & Games Field Day (NEW!)
- Aug 3 - Hoffman Walks at Fabbrini
- Aug 3 - Party in the Park
- Aug 4 - Grandparent Appreciation Day at Seascape
- Aug 9 - Animal Farm (singer) at Vogelei Park
- Aug 9 - Back to School Bash at Seascape

## Administration

Interviews for the Advertising & Sponsorship Manager took place this month. Jeff Ney was hired and started on July 8. Jeff comes to HEParks with many years working for the Kane County Cougars & Schaumburg Boomers. Most recently he owned a Money Mailer franchise.

Interviews also took place for the Superintendent of Recreation position. Colleen Palmer accepted a position at Palatine Park District; her last day with HE Parks was May 31. Pat Bodame was offered the position. He will begin July 29. Pat comes to us as the current Facility Manager of Fit Nation at Gurnee Park District.

Summer CPR/AED class was held on June 1 with 24 participants.

Program Surveys were distributed for the following programs that concluded in Spring: Dance, Baseball, Soccer



### Triphahn Center



### Willow Recreation Center

#### Triphahn Center Fitness and Operations:

<u>Membership</u>	<u>6/30/18</u>	<u>1/1/19</u>	<u>6/30/19</u>	<u>YTD Var. +/-</u>
<b>Total</b>	<b>874</b>	<b>809</b>	<b>890</b>	<b>+81</b>

#### Willow Rec Center Fitness & Racquetball

<u>Membership</u>	<u>6/30/18</u>	<u>1/1/19</u>	<u>6/30/19</u>	<u>YTD Var. +/-</u>
<b>Total</b>	<b>340</b>	<b>329</b>	<b>312</b>	<b>-17</b>

The free health insurance programs launched this month.

- Total members for each category for this month, include:
  - o Renew Active (Medicare through United Healthcare) = 1
  - o Silver Sneakers (Medicare) = 6
  - o Prime (BCBS IL) = 1

There are 15 participants in TC group fitness this summer compared to 12 last summer. There are 20 participants in WRC group fitness compared to 32 last summer.

Desk Staff quarterly training were held on June 10 & June 12. These quarterly meetings align with the seasonal program brochures to ensure staff is kept up to date on new programs and registration details.



### *Dog Off-Leash Areas*

<u>Dog Park Passes</u>		<u>6/30/18</u>	<u>1/1/19</u>	<u>6/30/19</u>	<u>YTD Var. +/-</u>
<b>Total</b>	<b>698</b>	<b>683</b>	<b>678</b>	<b>-5</b>	



### *General Programs*

There are 144 dancers enrolled in summer dance lessons compared to 116 last year. There are 173 participants in gymnastics this summer compared to 181 last year.

A new STEM camp was offered this summer. The first session had 8 enrolled and the second session had 14 enrolled.

Children’s Concerts (Friday Fundays) began this month. June 14 had over 400 in attendance (Steve Bellevue – magician). The second concert was moved to Triphahn Center due to rain which allowed many of our TC camps to attend. There were around 150 in attendance for the second show. (Sarah Jayne Lane – singer)

Summer Concerts at Village Green are also fighting the weather with the last concert cancelled due to rain. A make-up date is being scheduled.



### *50+ Club*

<u>50+ Membership</u>	<u>6/30/18</u>	<u>1/1/19</u>	<u>6/30/19</u>	<u>YTD Var. +/-</u>
<b>Total Members</b>	<b>417</b>	<b>397</b>	<b>388</b>	<b>-9</b>

**Group Fitness:** There are 72 participants in summer senior fitness classes compared to 94 last summer. Two new classes were offered this summer from last summer.

**Painting Workshop:** A new painting art workshop was offered with 13 participants.

**Trips in June:** Land and Water Cruise- This trip took place on 6/12. 30 in attendance

#### **Evening Programs in June**

- Pub Quiz Night (3<sup>rd</sup> Thursdays/5:30 pm) – 34 participants. We were up by 11 this month. Prizes were sponsored by First Light Home Care and hosted at the 50+ Center. We had a Table Themed Pot Luck event and those in attendance enjoyed it.
- 50+ Sock Hop Dinner Dance took place at the 50+ Center on Friday, June 28<sup>th</sup>. With 56 in attendance, this event was a huge success.

#### **Membership Opportunities & participation:**

##### **Athletic opportunities offered in June**

- Billiards (Daily) (approx. 120 this month)
- Pickleball (approx. 216 this month)
- Ping Pong (now offered daily) (20-25 this month)
- Volleyball (approx. 84 this month)
- Baggo (6 this month)
- Chair Volleyball (36 this month)

##### **Drop In Activities in June**

- Wii Bowling (approx. 70 this month)
- Mah Johng- (approx. 16 this month).
- Cards (approx. 32 this month)
- Games (approx. 25 this month)
- Meet and Mingle- varies
- Bunco (approx. 14 this month)
- Mexican Train (approx. 40 this month)
- Canasta- NEW (16 total for month)
- Mini Disc Golf- NEW (6 total for month)
- Chess (12 total for month)

##### **50+ Clubs which met in June**

- Pinterest Crafting Club met twice in June and continues to be a very well received club with many hidden talents among those in the group.

##### **50+ Lunch Bunch in June**

- This group met on Friday, June 21 at Garibaldi's. We had 16 in attendance. This was 3 higher than in May. Everyone enjoyed the food, fellowship and conversation.

##### **50+ Birthday Celebrations/Culver's**

- Our next one took place on June 28<sup>th</sup>. We had 12 in attendance.

## New Opportunities/Highlights for July

- 50+ Pool Deck Party is the next special event offering for our membership. This event will include bingo, lunch, entertainer all poolside under the tent at Seascope. Afterwards, those in attendance can swim at the pool.
- Lunch and Learn sponsored by Lutheran Homes on 7/12. Topic is “You have to go into the Hospital, now what?”



## Early Childhood

### Preschool (Sept 19 – May 20 to date) & ELC (June) enrollment:

Preschool/ELC:	6/2018	6/2019	Var. +/-
3's Playschool 19-20	15 TC 12 WRC	15 TC 9 WRC	-3
2's Playschool 19-20	30 TC 24 WRC	26 TC 9 WRC	-19
Preschool 19-20	121 TC 73 WRC	114 TC 62 WRC	-18
Early Learning Center	26 – 5 days 5 – 4 days 3 – 3 days 5 – 2 days 1 – 1 day 40 TOTAL	29 – 5 days 3 – 4 days 11 – 3 days 2 – 2 days 45 TOTAL	+5

Summer scheduled for ELC started in June. The children visit Fabbrini Park or Vogelei Park on Mondays, Seascope for swim lessons on Wednesdays and have music class on Thursdays. The Schaumburg Library visits the site every other week for story time and book rentals.

### Early Childhood Summer Camps

Summer Camp for early childhood began June 3. Camp sessions are two-week sessions.

	Session 1 & 2 - 2018	Session 1 & 2 - 2019	+ / -
Tot Spot 2's Camp	16	0	-16
Preschool Camp	72	89	+17
Healthy Kids Camp	16	10	-6
Nature Investigators	36	31	-5
Safety Town	10	6	-4
Ready for Kindergarten	36	24	-12
Kinder Camp	60	42	-18



## School Age - STAR and Day Camps

STAR Enrollment for 19/20 school year:

<b>STAR</b>	<b>19/20</b>
District 54	147 AM / 267 PM
District 15	18 AM / 48 PM
KSTAR District 15	21

### Days Off Programs

- There was one Days Off program in June for D54 and D15
  - Friday, June 7<sup>th</sup> Chuck E. Cheese (29)

### Summer Camps

Summer camps began June 10. With the school districts' severe weather closing and snow-day make-ups, week 1 of camp was cancelled. Staff trainings took place in late May and early June.

Enrollment is lower for camps. One factor is that School District 54 is now offering summer camps.

	Wk 1	Wk 1	Wk 2	Wk 2	Wk 3	Wk 3
	2018	2019	2018	2019	2018	2019
All Day K	25	0	24	25	25	25
Creative Arts	41	0	30	17	27	13
Explorers 5 day	79	0	80	75	78	82
Explorers 3 day	60	0	70	57	59	51
Early Arrival	85	0	82	82	87	85
Early Arrival 3 day	14	0	13	10	12	9
Late Stay	102	0	102	101	104	105
Late Stay 3 day	12	0	16	15	18	12
Nature /Science*	0	0	34	13	13	19
Sports Camp	59	0	61	52	63	46
Teen Camp	50	0	53	42	52	40
<b>TOTAL FULL DAY CAMPS</b>	<b>527</b>	<b>0</b>	<b>565</b>	<b>489</b>	<b>538</b>	<b>487</b>
		-527		-76		-51



## Youth Athletics

### Outdoor Soccer-

- Spring soccer season ended on June 15. There were 15 more players this season than last year.

### Outdoor Adventure –

- Summer Fishing classes began this month. There are 2 more participants than last year.
- Staff attended the Chamber's Fishing Derby and distributed HE Parks fishing class info. Our own fishing derby is scheduled for October 5.
- Current classes offered through LL Bean are cancelled due to low enrollment. Staff did recently meet with the Cook County Forest Preserve to discuss programs that they can offer through a free partnership as another option for the future.

### Cricket -

- Youth Cricket Program is set to begin June 1. To date there are 24 children enrolled in this new summer program.

### Basketball –

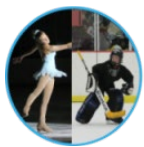
- Summer youth basketball has 103 players compared to 91 last year.

### Baseball/Softball –

- 4/5 year old tee-ball has 69 players compared to 76 last year. This is the first season we are also using the Quick Scores webpage and app for this league.
- All Star Games for Pinto, Mustang & Bronco took place on June 22 at Cannon Crossing. Pony All Star took place on June 29 at Boomers Stadium.

### Athletic Camps –

- Contractual youth athletic camps have 62 more participants this year than last year.



## Ice Operations

Lessons: There are 128 children enrolled in summer hockey development classes and clinics compared to 134 last year. Registration is still open for one August clinic as well to still increase enrollment. There are 113 participants in summer figure skating lessons compared to 139 last year. A new shooting clinic off-ice is being offered this summer. There are 44 enrolled.

Camps: There are 40 children enrolled in hockey camp for June compared to 53 last year and 44 skaters enrolled in figure skating camp for June. This is in comparison to 9 last year. Great Lakes Hockey Camp held a camp the week of June 24 at Triphahn Center.



Leagues: Spring Hockey Squirt team won the NWHL spring championship! Registration for Fall leagues will open early on July 8 before our normal July 24 fall registration date to be competitive with area registration dates. MooseJaw 3v3 league continues to run every night in the summer with 29 teams registered and 44 individuals registered.



## *Aquatics*

There are 1,291 passholders compared to 1,269 last year.

Attendance and operations at the start of the month was hindered by the cooler and/or rainy weather. Daily admission for June 2019 was 4,718 (\$33,340) compared to 5,604 (\$42,683) in 2018. Pass visits in June were 2,603 compared to 3,057 last year. A new Groupon coupon is available online for discounted admission. To date, 552 groupon coupons have been sold and 191 have been redeemed. HE Parks is paid by Groupon once redeemed.

June enrollment for Seascape swim lessons was 90 participants compared to 136 last year.

Movie Night was held on June 28. There were 88 passholders & 70 paid admission in attendance.

Our lifeguards and manager received a 5-Star Audit on June 27 at The Club.



## *Communications and Marketing*

### **Website Updates:**

- HEParks homepage was revamped this month. It is more visual and more mobile responsive.
- Wolfpack Hockey website received an entire overhaul with content and images.

### **Design Work:**

- Fall brochure
- Fourth of July promotional materials: seascape coupon, ice rink passes
- Camp signage
- Seascape promo

### **Marketing Campaigns / Promo:**

- Hoffman Elite Soccer league
- Fishing
- T-ball

- Stars Dance Company Try-outs
- Hockey Leagues & clinics
- Swim Lessons
- Free Fitness Memberships
- Commissioner Vacancy promotion
- Park updates

**On Site Promotions:**

- Fourth of July parade float
- Friday Fundays
- Summer Concerts

**Press Releases / Print Media:**

**Press Releases:**

- Mike Bickham resignation – published on 6/8.

**Eblasts:**

- Summer entertainment options. Included summer concerts, parks
- Hockey options for summer
- Summer outdoor options and drop-in programs, featured Seascape, Spray Parks, Open gym, Public Skate, summer events and free fitness memberships
- Seascape – we are open, amenities, daily fee, twilight rate
- 2<sup>nd</sup> session Summer programs for Kids ages 5-
- Seascape Passholder email – special events and benefits of your pass

**Social Media:**

- 59 posts in June
- Top interactive posts:
  - 1) Community Park Splash Pad – June 28 with 5,256 reached & 139 interactions
  - 2) Final days for early bird soccer league registration – 1,580 reached & 82 interactions

**# of Followers:**

HEParks Facebook: 3721 (+110 from last month)  
 HEParks Twitter – 978 (+6 from last month)  
 HEParks Instagram – 262 (+22 from last month)  
 Bridges Facebook – 861 (+8 from last month)  
 The Club Facebook – 1,416 (+10 from last month)  
 50+ Facebook- 88 (+3 from last month)  
 Wolfpack Facebook- 88 (+14 from last month)  
 Figure Skating Facebook – 63 (+6 from last month)

## **Website:**

Total page views: 55,800 with 15,602 users

Highest visit days:

1. 3,010 visits on June 27 - seascape page
2. 2,580 on June 28 – seascape & camp
3. 2,538 on June 25 - seascape

Highest visited pages: Parks-Facilities, Homepage, Venue, Program-sports, program-guide

## **Newly Acquired Advertising and Sponsorships**

Edward Jones – 50+ Open House

Schaumburg Boomers - Marquee

Kenneth Young - Marquee

Under the Lights Football - Marquee

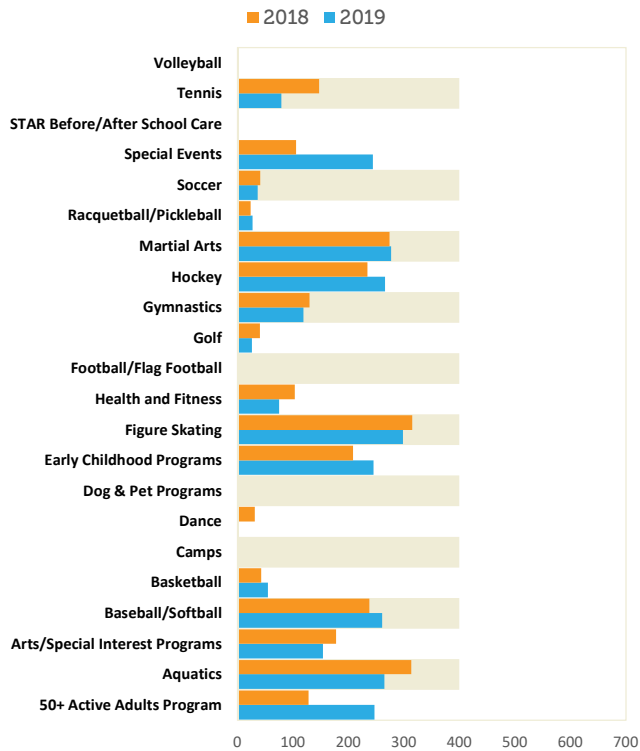
Jewelry & Coin Mart --PIP, 50+, Doggie, Pumpkin, Winterfest

**Hoffman Estates Park District**  
**Activity Enrollments and Amounts Paid**  
**For Spring**

	2018		2019		Variance	
	Enrollment	Revenue	Enrollment	Revenue	Enrollment	Revenue
50+ Active Adults Program	128	\$ 5,389	247	\$ 9,711	119	\$ 4,322
Aquatics	313	\$ 21,582	265	\$ 21,503	(48)	\$ (79)
Arts/Special Interest Programs	178	\$ 7,784	154	\$ 6,980	(24)	\$ (804)
Baseball/Softball	238	\$ 46,919	261	\$ 53,368	23	\$ 6,449
Basketball	43	\$ 2,683	55	\$ 7,655	12	\$ 4,972
Camps	-	\$ -	-	\$ -	-	\$ -
Dance	31	\$ 465	-	\$ -	(31)	\$ (465)
Dog & Pet Programs	-	\$ -	-	\$ -	-	\$ -
Early Childhood Programs	208	\$ 12,632	245	\$ 14,338	37	\$ 1,706
Figure Skating	315	\$ 35,361	298	\$ 33,550	(17)	\$ (1,811)
Health and Fitness	103	\$ 7,648	75	\$ 4,864	(28)	\$ (2,784)
Football/Flag Football	-	\$ -	-	\$ -	-	\$ -
Golf	40	\$ 2,529	26	\$ 2,842	(14)	\$ 313
Gymnastics	130	\$ 10,504	119	\$ 10,527	(11)	\$ 23
Hockey	234	\$ 71,355	266	\$ 62,681	32	\$ (8,674)
Martial Arts	274	\$ 31,209	277	\$ 32,925	3	\$ 1,716
Racquetball/Pickleball	24	\$ 1,060	27	\$ 1,291	3	\$ 231
Soccer	41	\$ 2,537	36	\$ 2,129	(5)	\$ (408)
Special Events	106	\$ 2,696	244	\$ 3,688	138	\$ 992
STAR Before/After School Care	-	\$ -	-	\$ -	-	\$ -
Tennis	147	\$ 16,979	79	\$ 9,683	(68)	\$ (7,296)
Volleyball	-	\$ -	-	\$ -	-	\$ -
<b>Total</b>	<b>2,553</b>	<b>\$ 279,332</b>	<b>2,674</b>	<b>\$ 277,735</b>	<b>121</b>	<b>\$ (1,597)</b>

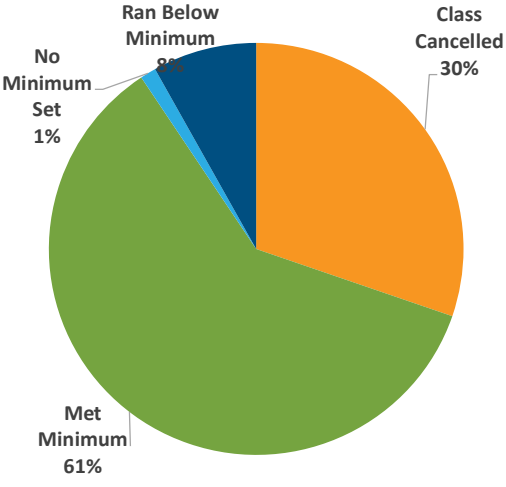
**Enrollment**

**Classes Offered**

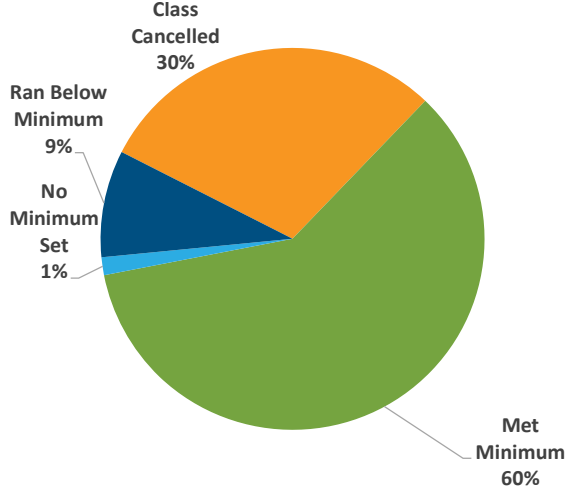


Program Type	Classes Offered
Football/Flag Football	1
Soccer	4
Golf	7
Basketball	8
Racquetball/Pickleball	12
Special Events	14
Baseball/Softball	18
Gymnastics	21
Early Childhood Programs	23
50+ Active Adults Program	24
Arts/Special Interest Programs	27
Hockey	29
Martial Arts	32
Figure Skating	38
Health and Fitness	39
Aquatics	43
Tennis	66
<b>Grand Total</b>	<b>406</b>

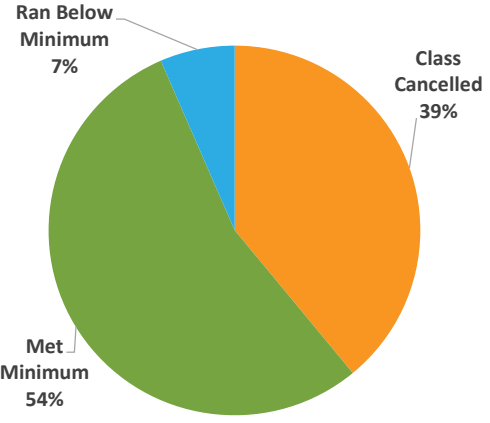
**All Classes Offered**



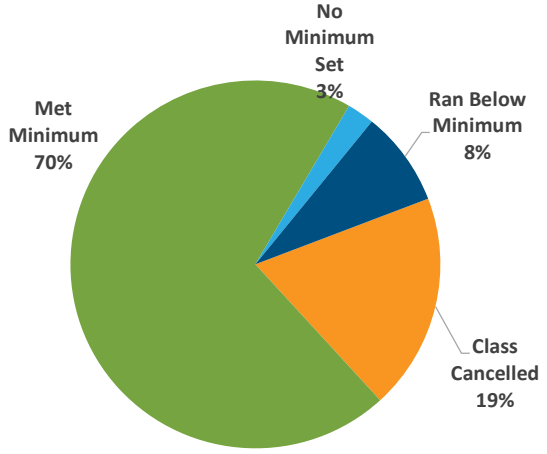
**Classes Offered Weekdays Before 6pm**



**Classes Offered Weekdays After 6pm**





**Classes Offered Weekends**



Program Type	Classes Cancelled
Hockey	1
Martial Arts	1
Basketball	2
Special Events	2
Early Childhood Programs	2
50+ Active Adults Program	3
Golf	3
Gymnastics	4
Aquatics	5
Baseball/Softball	6
Racquetball/Pickleball	8
Arts/Special Interest Programs	12
Health and Fitness	28
Tennis	46
<b>Grand Total</b>	<b>123</b>

## Bridges General Programs

 Our second session of Jr Golf classes was held. The Sharks program had 20 participants. Each student receives general fundamental instruction on the golf swing as we introduce them to the game. They had 6 range sessions and 2 on course classes. They also receive Tour Edge Driver for participating in the class.

 2019 Music Dates are set. Mark your calendars for our next two entertaining nights.

7/24/19 – The Messengers

8/20/19 – Felix & Fingers

## Golf Rounds

MONTHLY ROUND TOTALS					
2015	2016	2017	2018	2019	5 Year Average
4,336	4,547	4,546	4,350	4,223	4,400
YTD ROUND TOTALS					
2015	2016	2017	2018	2019	5 Year Average
11,387	12,417	12,111	11,068	9,682	11,333

## Range Information

MONTHLY RANGE BASKET SALES TOTALS					
2015	2016	2017	2018	2019	5 Year Average
3,021	3,657	3,610	2,797	3,577	3,332
YTD RANGE BASKET SALES TOTALS					
2015	2016	2017	2018	2019	5 Year Average
7,731	9,038	8,858	7,339	8,210	8,235

**Pass Sales**













<i>Resident Passes Thru May</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>
Resident Annual	4	1	0
Resident Individual	123	80	29
Resident Junior	2	6	0
Resident Senior	70	80	54
Total Resident Passes Sold YTD	199	167	83

<i>Non Resident Passes Thru May</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>
Non-Resident Annual	1	1	0
Preferred TT Pass	116	116	104
Non-Res Individual	12	12	3
Non-Res Junior	0	3	2
Non-Res Senior	53	54	35
Total Non-Resident Passes Sold YTD	182	143	144

**Hole In One Contestant Update**

<b>HOLE IN ONE MONTHLY SALES TOTALS</b>			
<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>0</b>	<b>405</b>	<b>548</b>	<b>482</b>
<b>YTD HOLE IN ONE SALES TOTALS</b>			
<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>0</b>	<b>942</b>	<b>1,023</b>	<b>844</b>

## Communications & Marketing

-  5 Email blasts went out promoting weekday promos, live music nights, screen on the green, demo day 2, course play
-  Increased inventory of usable photos by taking pictures at events & in general (on-going initiative)
-  Increased Facebook page likes by 24 since February
-  Created Facebook “events” for upcoming Bridges/PD happenings
-  Continued regular Facebook posts to promote golf & interaction with followers
-  Continued #ProTipTuesday posts - posts have combined “views” of 2,928
-  Set up Business Manager Facebook Account for Bridges to more accurately track Facebook analytics & manage ads
-  Created Facebook Pixel & installed on [www.bridgesofpoplarcreek.com](http://www.bridgesofpoplarcreek.com)
-  Created & Updated GPS Cart Ads based on current promotions, specials, events, etc.
-  Posted Bridges’ happenings to Daily Herald calendar
-  Established & scheduled marquee signage for upcoming events
-  Hosted first of 3 scheduled Live Music Nights; however, it was ultimately cancelled due to weather conditions

## Food & Beverage

For the month of June we had 24 (27 Events in 2018)

4 breakfast meetings servicing 100 guests

3 showers servicing 140 guests

1 birthday servicing 80 guests

1 dinner servicing 32 guests

1 reception only servicing 214 guests

3 ceremony/receptions servicing 341 guests

10 golf outings servicing 1022 guests

1 in house dance team awards dinner servicing 30 guests

For the month of July we have 19 events (21 Events in 2018)

6 breakfast meetings servicing 155 guests

1 birthday party servicing 60 guests

2 showers servicing 106 guests



1 ceremony/receptions servicing 100 guests  
5 golf outings servicing 580 guests  
1 hors d'oeuvres reception servicing 30 guests  
1 luncheon servicing 100 guests  
1 dinner servicing 100 guests  
1 in house dance team awards dinner servicing 30 guests

Wedding Count Update:

**2020 = 2 ceremony and reception, 2 reception**

2019 = 16 ceremony and reception, 3 reception only, 1 ceremony only

2018 = 16 ceremony and reception and 3 reception only, 2 ceremony only (2 weddings cancelled in 2018)

2017 = 14 ceremony and reception, 5 reception only, 5 ceremony only

2016 = 21 ceremony and reception, 4 reception only, 1 ceremony only.

2015 = 18 ceremony and reception, 5 reception only, 4 ceremony only

## **Golf Maintenance Summary**

In June our high averaged 77 degrees (3 degrees below average) and low averaged 59 degrees (about average). June was overall very cool, up until the 24<sup>th</sup> of the month we averaged a daily high of only 74 degrees. In the last week of the month we averaged a daily high of 88 degrees, with two days reaching 90. Rainfall was very average this month 3.18" (3.45" average). Rain was coming every few days in manageable amounts normally less than .4". In June we saw 24 total playable\* days (80%) and weekends in June we had 7 playable\* days (70%).

\*Playable is being defined as highs between 55-90 degrees and less than .05" rain.

A big topic that normally comes up in June is why are the greens so slow now compared to this spring? A lot of factors contribute to greens speeds, but it really boils down to two main points, weather and maintenance practices. As temperatures have risen this year we have seen a large increase in growth which in turn results in less ball roll. Below is some of the data that we have collected over the last 5 weeks. In late May/early June greens speeds were regularly in the high 9' to low 10'. As the

month progressed we saw green speeds slow down slightly each week, with a major drop in speed the week of the 24th with speeds ranging from 8' 10" to 9' 5". The basic concept is more growth, the more resistance/friction on the ball, the slower greens speed you get.

Week of:	Average Weekly Clippings ml/m2
5/27	16.91
6/3	36.51
6/10	46.7
6/17	38.14
6/24	127.36

The effect of weather on green speeds can be combated with maintenance practices, like topdressing, mowing and rolling, lowering height of cut, or using Plant Growth Regulators (PGR's). During the end of the month mowing frequency was stepped up greatly (from every 2-3 days to daily) to try and manage the flush in growth that we received. However when we get hot/high stress periods we tend to back off maintenance practices and favor plant health over greens speeds. So as the season progresses we will continue to walk that fine line, providing the best green speeds and overall plant health that we can.

Here is a small list of some of the tasks the maintenance team has been working on in June:

- Applied preventative fungicide and fertilizer applications on greens, tees, and fairways.
- Applied weed killer to rough areas
- Cultural practices; topdressed, verticut, and needle tined greens
- Trimmed bushes and maintained perennial beds around clubhouse and on course.
- Repaired multiple leaks in the irrigation system
- Worked on detail items; trimming trees, irrigation heads, and yardage plates.
- Painted all ball washer/trash can posts
- Fixed bunkers after washout events



<b>Membership Totals</b>	<b><u>6/30/2018</u></b>	<b><u>1/1/2019</u></b>	<b><u>6/30/2019</u></b>	<b><u>YTD Var. +/-</u></b>
Totals	<b>3053</b>	<b>2881</b>	<b>2876</b>	<b>-5</b>

#### **Member Services**

- June was a successful sales month, surpassing our goal of 105 by 11, for a total of 116 new members. The \$5 Summer Frenzy enrollment special was very successful in June.

- In June we hired and met with fitness industry consultant, Mark Davis, with Club Marketing and Management Services. In the couple of days we spent with Mark, he was able to provide some initial feedback and suggestions on changes we could initiate immediately. We are very much looking forward to his report with a recommended direction for the facility as a whole. We will be discussing this further at the meeting.
- We sent our C & M Manager out to the Champions for Children 5K race help in Hoffman Estates on June 22<sup>nd</sup>. She set up a table with our logo tent, spoke to event participants and observers about The Club, and gave away some fun logo items.
- We ran a “Tank Top Arm Challenge” in June as a member retention program where we will draw a winner to all who complete the challenge. The winner will receive a Club logo tank top.

### Operations and Fitness Departments:

- In June, we hosted the US, China, Japan, and Canada Men’s National Volleyball Teams here at The Club for some workouts and court warm-ups. The teams were her to play at the Sears Centre in a series of games.
- We hosted a Zumba fundraiser in June in our gymnasium for SCARF (a sudden cardiac death awareness research foundation). This is always a great opportunity to bring potential members into the facility and highlight our awesome Zumba instructors.
- We held a yoga clinic at Bridges of Poplar Creek on Sunday, June 29<sup>th</sup> that we were able to get in before the rain. Those in attendance were able to enjoy some margaritas at Tap Inn afterward and really enjoyed themselves. We will do more of these!
- May personal training and Pilates sales were as follows:
  - (9) packages of the 1 hour 10 session PT
  - (3) packages of the 1 hour 3 session PT
  - (3) packages of the 1 hour 5 session PT
  - (14) single one hour sessions PT
  - (1) package of 5 session Pilates
  - (2) package of the 1 hour 10 session semi-private
  - (2) package of the 1 hours 5 session semi-private
- We added a very popular new group fitness class in June, *Boxing Circuit*, in two time slots. It has already been very well attended/well received, and we look forward to adding in TRX Circuit soon.

### Aquatics:

	Winter I	Winter II	Spring I	Summer I	Summer II	Fall I	Fall II	<b>Total Indoor Swim</b>	Summer Seascape
2014	193	236	304	284	320	287	228	<b>1852</b>	597
2015	167	209	325	299	575	300	203	<b>2078</b>	457

2016	150	168	298	292	0	280	208	<b>1396</b>	542
2017	137	206	274	264	240	259	195	<b>1575</b>	352
2018	172	<b>143</b>	251	239	192	202	165	<b>1364</b>	285
<b>2019</b>	137	133	208	190					

**\*CLOSED Lap Pool First week of lessons**

## Marketing:

- # Continued Summer Fitness Frenzy (\$5 enrollment) to encourage membership
- # Developed Fitness Frenzy PT Giveaway (on-site & on social)
- # Increased Facebook page likes by 24 since February
- # Monitor The Club website SEO targeting to improve position on web
- # Updated The Club website to include current promotions, information & content updates
- # Continued regular Facebook posts to promote fitness center & interaction with followers
- # Signage Overhaul Project continued; likely to be 3-5 phase project to include ALL signage.
- # Developed Marketing Plan for The Club; for use with CMS
- # Created Bounceback & Leads Offer Emails through Constant Contact
- # Updated Retention Management Emails with relevant content & information
- # Generated Monthly Newsletter Template for use moving forward with retention
- # Developed Lead Generation Form on website – has garnered 10 leads since its inception on 6/28
- # Created “New Leads” Email Automation for those who have signed up with form on website – 86% open rate
- # Attended Champions for Children 5K with Table Activation (prize wheel, branded table cloth, branded tent, collateral, giveaways)
- # Attempted to attend Sounds of Summer in Village Green on 6/27; however, concert was cancelled due to weather conditions.

## Finance/Administration

- Our financial advisor has reached a preliminary agreement with Barclays on a pricing model for refinancing our Series 2010C. Barclay’s and our bond council are preparing the first draft of the bond documents and official statement which we should have next week with an expected a final execution date near August 8th. The savings to the District under the proposed agreement is potentially more than prior estimates. At the same time, Series 2010A is currently under review for a projected savings in the range of \$750,000.
- The District’s 2018 CAFR (Comprehensive Annual Financial Report) in final form was submitted to the GFOA (Government Finance Officers Association) for review in application for the Certificate of Excellence in Financial Reporting, staff expects to receive notification by September.

- The District's 2018 CAFR in final form was filed with all governmental and financial institutions as required.
- New features/processes in RecTrac:
  - Have begun storing all membership documentation as it is received within RecTrac to provide desk and facility personnel immediate access to information to assist customer more efficiently. Business staff will retroactively scan and store documents received since January 1st.
  - Setup of 4 new programs with 16 new sections.
  - Groupon and SEA B1G1 July 4<sup>th</sup> promo codes.
- Payroll Cycle Processing
  - 06/14/19      \$320,352.45
  - 06/28/19      \$356,269.99

### **Administrative Registration/EFT Billing**

- EFT Billings for:
  - a. TC/WRC/The Club Fitness Centers
  - b. ELC (weekly)
  - c. 50+
  - d. Sponsorship/Marquee Signs
- Administrative
  - a. Updated RecTrac addresses to reflect those of Google
  - b. Room Rentals for Fall Guide
- Administrative Registration for:
  - a. Financial Assistance
  - b. Foundation Giving Tree
  - c. Moose Jaw and Team Payments
  - d. PTA Scholarship
  - e. Bode Preschool Seascape Passes
  - f. District 54 Scholarships
  - g. SRT Outing

### **B. Human Resources**

- Processed 12 new part-time hires and 5 new volunteers.
- Attended meeting at The Club with NSSEO (Northwest Suburban Special Education Organization). Discussed potential for partnering through work-placement internships for students with special needs (NSSEO referred by NWSRA), with a potential to begin as early as fall semester 2019.
- Scheduled and attended 1<sup>st</sup> / 2<sup>nd</sup> round interviews for Full-Time Advertising & Sponsorship Manager.
- Scheduled and attended 1<sup>st</sup> / 2<sup>nd</sup> round interviews for Full-Time Superintendent of Recreation.

**C. Technology**

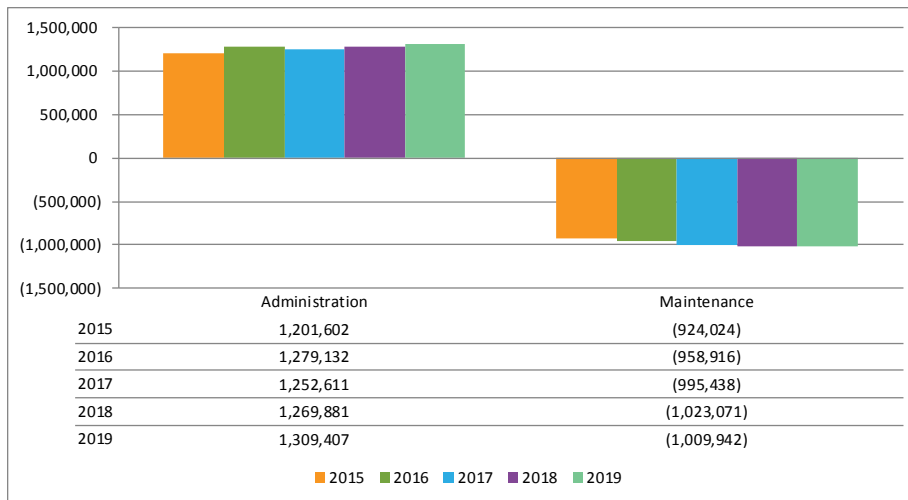
- Purchased new Long Range Wireless Access Points to replace certain aged Access Points at Triphahn. Planning to upgrade Boardroom, Admin, Northside, & Preschool Access Points.
- Purchased five (5) new indoor cameras to install or upgrade cameras at The Club, WRC, & BPC.
- Have begun deploying the new desktops as a part of the annual replacement, 20 out of 21 deployed
- Worked with Tyco Johnson, the alarm company for BPC. We were able to obtain a credit of ~\$1,200 for service to 1450 Poplar Creek Drive (BPC Maintenance building).

**D. Advertising & Sponsorship: Newly Acquired Advertising and Sponsorships**

- Edward Jones
  - 50+ Open House Sponsor
- Schaumburg Boomers
  - Marquee
- Under The Lights Flag Football
  - Marquee
- Jewelry & Coin Mart
  - Event Sponsor

# Financial Analysis as of June 30th, 2019

## General Fund



### Administration

The net revenue for the administration department is above prior year by \$39,525.

Revenues decreased \$124,986 from prior year. Reductions to Payroll will result in lower transfers from other funds as well as lower IMRF transfers. Property Tax revenue was reallocated for 2019 to provide additional resources to the Recreation Fund for the renovation of

### Rink 1.

Investment income has increased \$65,540 due to rising interest rates. By utilizing Morgan Stanley and the Illinois Park District Liquid Asset Fund, the District receives better than average returns as it is possible to find the highest rates offered throughout the United States. IPDLAF Portfolio rate was 1.77% in June 2018 and 2.21% for June 2019. Morgan Stanley combined yield for CDs and Money Market was 1.70% in 2018 and 2.10% in 2019. However, it is expected that our gains will moderate again given recent developments with the economy.

Marquee revenue is \$10,681 below prior year revenue. Although the decrease has been accumulating since the beginning of the year, June saw the largest decrease of \$6,183. The vacancy of the Advertising and Sponsorship Manager Position was a large factor in the decrease. This position has recently been filled so revenue should return to prior levels once the new employee has an opportunity to begin seeking prospects for the remainder of the year.

Miscellaneous Income is \$18,937 greater than prior year. The District received \$29,840 for the sale of a portion of Maple Park to the Schaumburg Township.

There were three retirements in 2018 with two positions eliminated. The reduction in full time wages of \$159,561 is the result of the eliminated positions in combination with hiring in new staff at a lower rate than the predecessor for several positions. The two month vacancy of the Advertising and Sponsorship Manager Positions will result in a positive variance to budget at fiscal yearend.

Employment Insurance is \$19,265 greater than prior year due to a change in the calculation for PDRMAs request for wages paid to maintenance and service industry workers district wide in order to determine our Workers Compensation Insurance premium. This increase was included was included in the budget.

Unemployment Insurance is \$10,968 less than prior year. Unemployment Insurance is based on claims history. The District has been able to reduce our unemployment claims as a result of seasonal workers being able to find work through the off season and through successfully winning disputes. This will result in a positive impact to the net revenues at the end of the fiscal year.

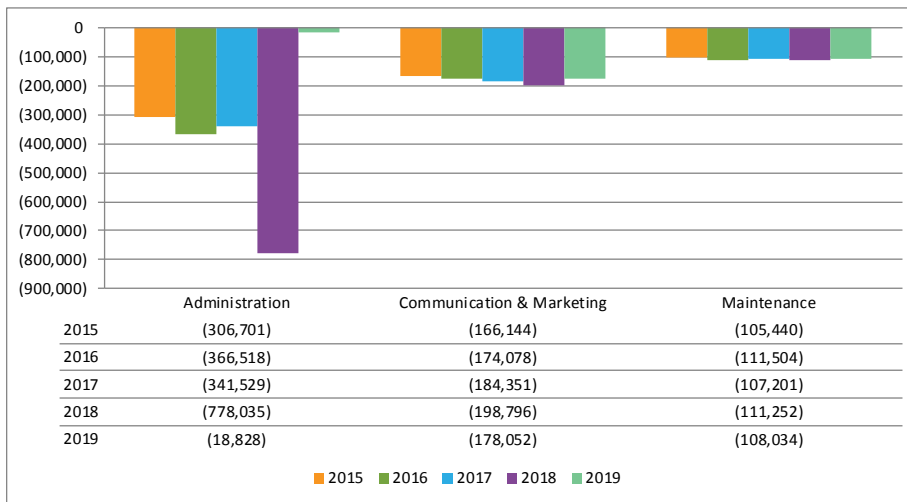
## Maintenance

The net expense for the maintenance department is consistent with prior years. Full Time wages are \$35,473 greater than prior year due to increases, wage adjustments and a retirement payout. Increases began in 2018 and were included in the budget process and will not impact the net at the end of the fiscal year. As a comparison to prior year, the variance is currently being offset by decreases to Equipment Maintenance and Repairs and Property Maintenance.

## Fund Summary

The General Fund's 2019 net revenue is \$38,716 less than the net revenue from 2018.

## Recreation Fund

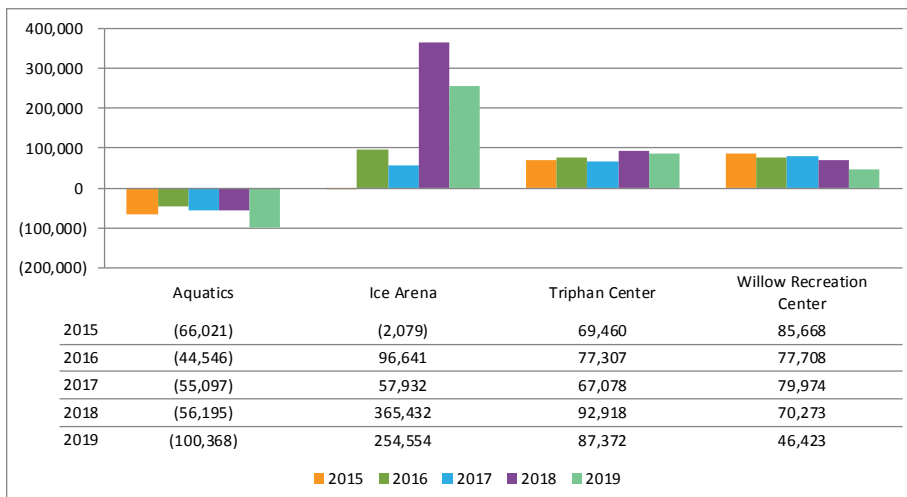


## Administration

The net revenue for the administration department is above prior year by \$759,207. The tax levy was adjusted increasing tax dollars to the Recreation Fund and the transfer to Debt Service was eliminated for the 2019 fiscal year to provide additional funding for the renovation of Rink 1. In 2020, the Administration department will be more consistent with 2018. Debt Service was recorded to the Ice Arena prior to 2018.

## Communication & Marketing

Communication & Marketing expense decreased \$20,743 from 2018. Staffing changes and vacancies resulted in a reduction to full time wages for the first quarter however this should be close to prior year and over budget by fiscal year end. In order to better meet the needs of entire district, two Communication and Marketing Managers were hired, one for Recreation and one for Facilities. Brochure & Newsletter Printing is \$11,447 below prior year due changes in the brochure format allowing the number of pages be reduced and the elimination of the separate camp guide. This reduction was included in the budget. Postage is consistent with prior year but currently at total budget for the year with expenses for the fall and winter brochures yet to come.



## Aquatics

Aquatics is currently \$44,173 less than prior year. Daily Fees are \$17,294 below prior year. In 2018, the season started out with an exceptionally hot and dry Memorial weekend. This year, cooler temperatures and frequent closures due to thunderstorms have persisted through the first few weeks of June.

## Ice Arena

Net Revenue for the Ice Arena is below 2018 by \$110,878. Rentals are down



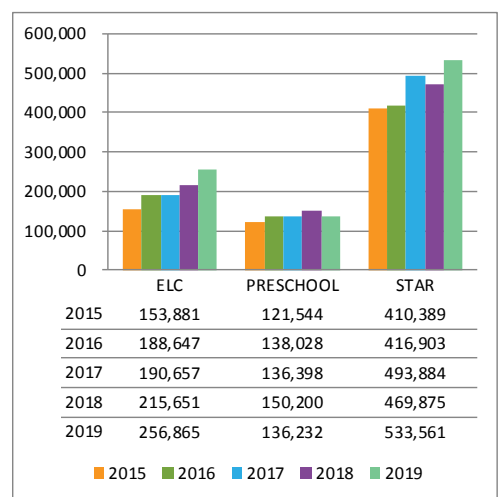
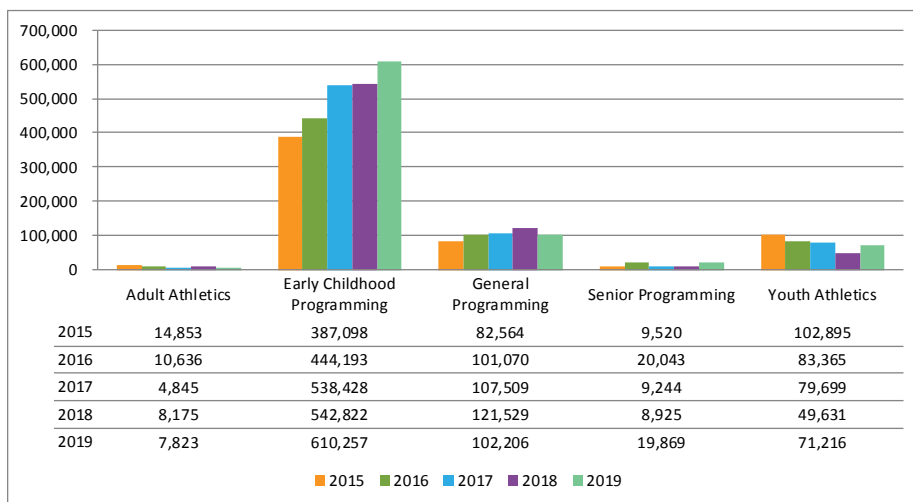
\$108,067 due to the renovation of Rink 1. Prior to the start of the renovation there was a slight decline due to the Rolling Meadows Adult Hockey League returning to their home rink. As Rolling Meadows also has one rink under construction, we have been able to get some rental slots from the group for later in the fiscal year.

Lessons are above prior year by \$14,557. The Try Figure Skating for Free program for the winter session had a positive impact on paid lessons with increased enrollment for most beginner programs. Adult Leagues moved to Mount Prospect resulting in a decline to revenue of \$12,000. Youth Hockey Leagues declined \$10,580 from prior year due to a reduction to the fee.

Expenses have decreased from 2017 due to the elimination of \$412,500 from Debt Service Expense allocated to the Administration department for 2018 and eliminated for 2019. Full Time wages are \$17,823 greater than prior year while part time wages are \$13,423 less than prior year. There was a vacancy for the General Manager of Ice Operations during 2018 with the department fully staffed for 2019. Part time staffing was able to be reduced due to one rink being shut down.

### *Willow Recreation Center*

The Willow Recreation Center is below prior year by \$23,850. The largest factor is the reduction to rental revenue by \$18,717 for the Vogelei house by the Mohan Group. This was anticipated during the budget and will not impact year end.



### *Early Childhood Programming*

Although there was slight decline in the first quarter of 2018, net revenue for Early Childhood has been consistently growing with 2019 currently \$67,435 ahead of prior year. Explorers Camp is \$30,728 below revenue for the prior year due to one week of camp being cancelled as a result of the severe weather and snow day makeup classes extending the school year. Additionally, School District 54 began offering camps which impacted the enrollment for all our camps. Preschool revenue is \$16,270 below prior year due to the reclassification of early childhood sports programs to youth athletics. Revenue increases to Early Learning and Care of \$41,214 and STAR of \$63,686 are offsetting the variance.

### *General Programming*

General Programming has a negative variance of \$19,324 from the first quarter of 2018. Revenue is \$43,290 below prior year with the largest variance being in camps with a variance of \$36,261. Camps throughout the District were impact by the cancellation of the first week as well as the competition from School District 54. Archery was moved to Youth Athletics resulting in a negative variance of \$10,241. The reduction to revenues is being partially offset by a reduction to expenses.

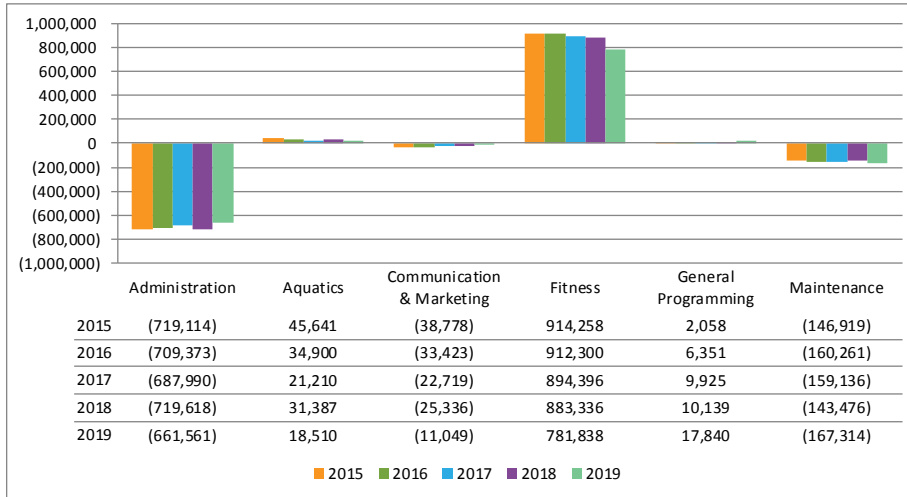
## Youth Athletics

Youth Athletics has a positive variance of \$21,585 from 2018. This is due to the reclassification of early childhood sports programs and archery to this department. Boy's baseball expense is \$10,849 greater than prior year due to a timing variance. The uniforms invoice was paid in May this year versus July in 2018.

## Fund Summary

The Recreation Fund's 2019 net revenue is \$818,072 greater than the net revenue from 2018.

## The Club



### Administration

Administration has a positive variance of \$58,057 from 2018. Several positions were eliminated late in 2018 resulting in a \$69,747 positive variance to payroll.

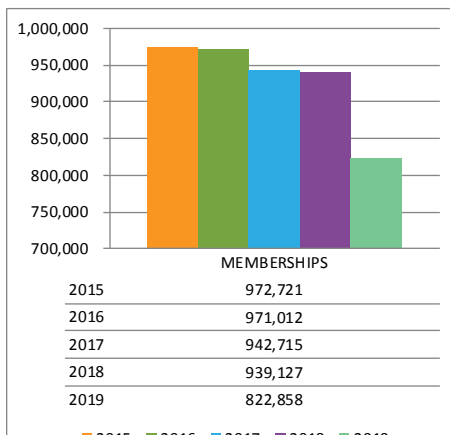
### Communication & Marketing

Communications and Marketing has a positive variance of \$14,287. The January Direct Mailing for a cost of \$14,650 was eliminated due to its limited return.

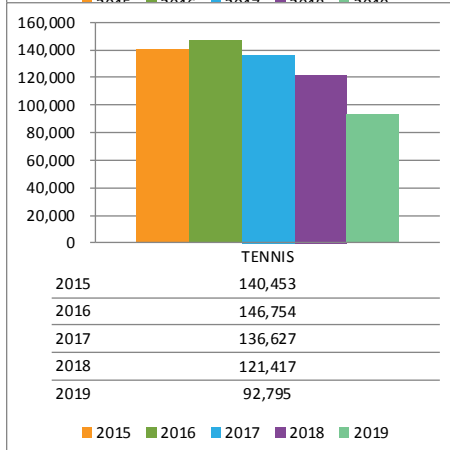
## Maintenance

Maintenance has a negative variance of \$23,838 to prior year. Facility Maintenance & Repairs is \$21,838 over prior year expenses. An exhaust fan for the activity pool was purchased for \$4,151, \$3,256.16 for lighting and electrical upgrades/repairs, \$8,079.98 for HVAC repairs and \$5,512 for an ejector pump rebuild.

## Fitness



Fitness net revenue is \$144,457 less than 2018. The budget anticipated a decline in membership revenue as a result of the fee change. The lower fee was expected to better position The Club to attract and retain members. Additional changes are being assessed to better match our offerings to the current and future fitness market.

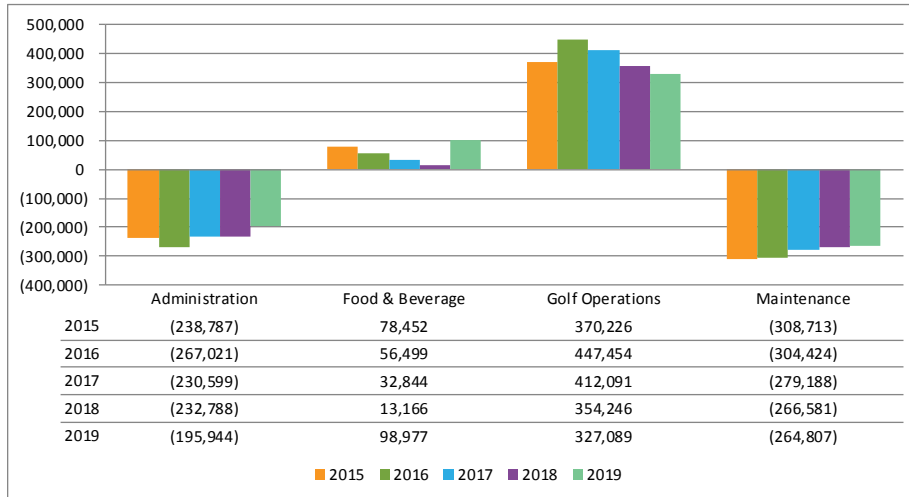


Tennis revenue has seen a reduction of \$28,622 in revenue from 2018. Expenses have been reduced by \$22,229 from 2018. The resulting net is \$6,393 less than prior year.

## Fund Summary

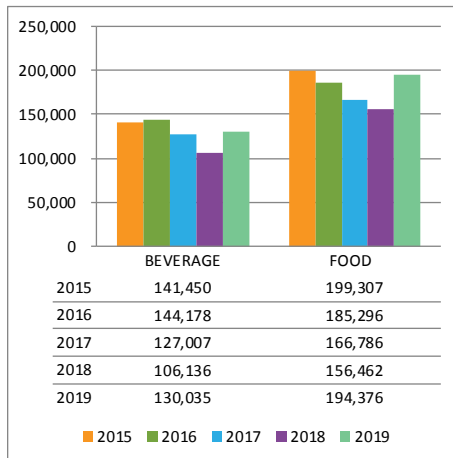
The Club's 2019 net revenue is \$76,933 less than the net revenue from 2018.

## Bridges of Poplar Creek



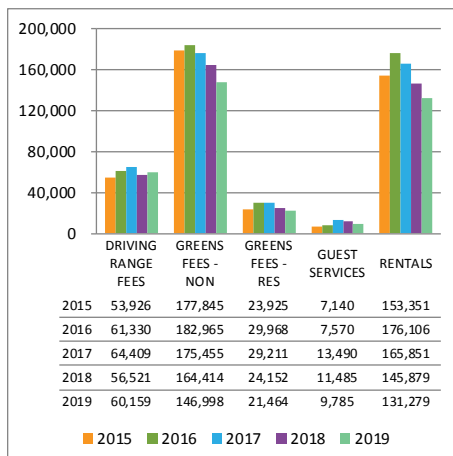
### Administration

Administration has a positive variance of \$36,844 from prior year due to the reclassification of 50% of the Director wages to The Club as well as the elimination of the full time business position. Facility Maintenance and Repairs are \$11,914 greater than prior year. \$7,144.62 was spent on an upgrade and repair to the draft beer lines, \$2,951.00 for the front door locking and closing system,



### Food & Beverage

There is an \$85,811 positive variance to the net revenue from 2018. Revenue is exceeding prior year by \$73,300 due to larger event sizes and pricing changes. Expenses are below prior year by \$12,481 due to the sous chef position remaining vacant.



### Golf Operations

Net revenue is down \$27,157 from prior year. The course was open for play February 26<sup>th</sup> in 2018 but not until March 18<sup>th</sup> this year. In spring we saw significant rainfall and late snowfall resulting in additional declines. June was also slightly behind prior years.

***Maintenance***

Maintenance expense is consistent with prior year.

***Fund Summary***

Bridges of Poplar Creek's 2019 net revenue is \$100,262 greater than the net revenue from 2018.

## 2Q GOALS FOR ALL DIVISIONS

### RECAP OF WEEKLY UPDATES TO THE BOARD

6/7/2019

#### Upcoming Events

- [Jun 6 - Summer Sounds – R-GANG](#)
- [Jun 12 - Noodle Nights at SEASCAPE](#)
- [Jun 13 - Summer Sounds – Hopper Jazztet](#)
- [Jun 14 - Friday Funday with Magician Steve Belliveau](#)
- [Jun 15 - Hoffman Walks – Invasive Plants in Your Backyard](#)
- [Jun 15 - Parent's Night Out](#)
- [Jun 16 - Father's Day Pool Party](#)
- [Jun 20 - Summer Sounds on the Green – Centerfold](#)
- [Jun 27 - Live Music in the Gazebo – Kevin Presbrey](#)
- [Jun 27 - Summer Sounds – Piano Man – Elton John + Billy Joel Tribute](#)
- [Jun 28 - Friday Funday with Singer Sarah Jayne Lane](#)
- [Jun 28 - 50+ Summer Sock Hop Dinner Dance](#)

#### Ice Rink status

The soil underneath the sub slab of concrete has completely thawed out as of Monday June 3<sup>rd</sup> and the heating system was turned off. We are currently letting the soils dry out and we will have an updated schedule on Tuesday the 11<sup>th</sup> from Minnesota Ice. Below are the next steps that will be taking place with the rink renovation:

Once all the heating blankets and heat pipes have been removed the following will take place:

1. Six soil borings will be completed through the center of the slab. Information gathered with the soil borings include a classification of the soils, moisture content of soils, optimum moisture needed for maximum settlement.
2. GPR scan of entire rink sub slab floor.
3. Sub slab elevation survey – Survey will be completed from a fixed benchmark. Elevation will be shot of both the edge of the existing perimeter rink slab and the sub slab floor elevation at a 12-foot grid.

Once the above steps have been completed the exposed concrete sub slab shall be exposed to repeated passes of a large vibratory compactor. The sub slab elevation survey shall be conducted both before and after the compaction effort to determine if measurable settlement has occurred. It has been deemed that the slab also acts as structural support for the building. This does complicate the full replacement should the

compaction not be fully effective. The information collected will be used to determine if any additional efforts are required to prepare the project for further construction.

### **FIVB Volleyball**

International volleyball returns to Hoffman Estates, as the Sears Centre Arena will host the world No. 2-ranked U.S. Men's team along with Canada, China and Japan on **June 21-23** for FIVB Volleyball Nations League (VNL). The VNL consists of sixteen top men's volleyball teams playing a round-robin format with each country hosting a weekend of matches over six weeks. Six teams will advance to the final round, which will be in the United States on July 10-14 at a site to be determined. We have received several tickets for this event from the Sears Centre. **If you would like to attend any of these volleyball games, please let Jane know BY TUESDAY** before we offer the tickets to staff and members. See link: <https://www.searscentre.com/events/fivb-volleyball-nations-league-1>

### **Daily Herald articles re: Commissioner Bickham**

<https://www.dailyherald.com/submitted/20190530/heparks-board-commissioner-bickham-resigns-after-18-years-serving-the-community>

**6/14/2019**

### **Upcoming Events**

- [Jun 15 - Hoffman Walks – Invasive Plants in Your Backyard](#)
- [Jun 15 - Parent's Night Out](#)
- [Jun 16 - Father's Day Pool Party](#)
- [Jun 20 - Summer Sounds on the Green – Centerfold](#)
- [Jun 27 - Live Music in the Gazebo – Kevin Presbrey](#)
- [Jun 27 - Summer Sounds – Piano Man – Elton John + Billy Joel Tribute](#)
- [Jun 28 - Friday Funday with Singer Sarah Jayne Lane](#)
- [Jun 28 - 50+ Summer Sock Hop Dinner Dance](#)
- [Jun 28 - Flick'n'Float Movie Night at SEASCAPE](#)
- [Jul 2 - Teacher Tuesday at Seascape](#)
- [Jul 4 - SEASCAPE Military Appreciation Day](#)
- [Jul 10 - Noodle Nights at SEASCAPE](#)

### **Commissioner vacancy**

We have received letters of interest for the board vacancy from four individuals:

Mandar Kulkarni; Ian Macdonald; Patricio Aguilar; and Raj Chhatwani

There will be a Special Board meeting following the Rec Committee meeting on Tuesday to review the letters of interest and to discuss the process of filling this position (Agenda is attached).

## Advertising and Sponsorship position

We are pleased to announce that we have hired Jeff Ney to fill the Advertising and Sponsorship position. Jeff comes to us with a great sales background working for the Schaumburg Boomers and Kane County Cougars. He has owned his own direct mail company for the past three years. Jeff will start on July 8<sup>th</sup>.

6/20/2019

## Upcoming Events

- Jun 20 - Summer Sounds on the Green – Centerfold
- \*Jun 27 - Live Music in the Gazebo – Kevin Presbrey
- Jun 27 - Summer Sounds – Piano Man – Elton John + Billy Joel Tribute
- Jun 28 - Friday Funday with Singer Sarah Jayne Lane
- Jun 28 - 50+ Summer Sock Hop Dinner Dance
- Jun 28 - Flick'n'Float Movie Night at SEASCAPE
- Jul 2 - Teacher Tuesday at Seascape
- Jul 4 - SEASCAPE Military Appreciation Day
- Jul 10 - Noodle Nights at SEASCAPE
- Jul 11 - Summer Sounds – Mr. Myers – Caribbean Rock
- Jul 12 - Friday Funday with Animal Show by Animal Quest
- Jul 12 - Screen on the Green Movie Night at Bridges

### REMINDER:

\*2019 PARK DISTRICT/FOUNDAITON SUMMER SOCIAL!

THURSDAY JUNE 27<sup>TH</sup> 6PM TO 7PM

BPC (RSVP BY MONDAY)

### 4<sup>th</sup> of July Parade

If you would like to be in the 4<sup>th</sup> of July parade, please assemble at the Schaumburg Township building / Maple Park by 7:45a. The group will then walk to our float. Our truck will be pulling the float, so if anyone needs to sit during the parade, there will be room in the truck. The parade begins at 9:00a and will cover approximately a 1-mile parade route.

### COMMISSIONER INTERVIEWS

Exec Session: Tuesday evening July 9<sup>th</sup> (6:15; 7:00, 7:45; 8:30)

Sandwich wraps will be available for Commissioners starting at 5:45pm

**6/28/2019**

**Upcoming Events**

- [Jun 28 - 50+ Summer Sock Hop Dinner Dance](#)
- [Jun 28 - Flick'n'Float Movie Night at SEASCAPE](#)
- [Jul 2 - Teacher Tuesday at Seascape](#)
- [Jul 4 - SEASCAPE Military Appreciation Day](#)
- [Jul 10 - Noodle Nights at SEASCAPE](#)
- [Jul 11 - Summer Sounds – Mr. Myers – Caribbean Rock](#)
- [Jul 12 - Friday Funday with Animal Show by Animal Quest](#)
- [Jul 12 - Screen on the Green Movie Night at Bridges](#)
- [Jul 13 - Hoffman Walks – Aquatic Habitats](#)
- [Jul 13 - Parent's Night Out](#)
- [Jul 18 - Summer Sounds – Howard & the White Guys – Blues](#)
- [Jul 19 - Flick'n'Float Movie Night at SEASCAPE](#)

**Community Park Splash Pad is Open!!!**

Thanks to the hard work of Dustin and his team in getting the splash pad finished for the holiday. And it is awesome! Please drop by after the parade and take a look or a refreshing spray. If you remember the old horseshoe dribble pad we had dangerously close to the street, you will be amazed by this new feature for our residents. The playground and in line play area are not finished but we wanted to get the splash pad open for the hot weather...and thanks to Dustin, Steve, Mitch and all the maintenance guys that worked so hard to make this happen.

**REMINDERS:**

4th of July Parade

If you are walking in the 4th of July parade, please assemble at the Schaumburg Township building / Maple Park by 7:45a on Thur 7/4. You will then walk to our float. Our truck will be pulling the float, so if anyone needs to sit during the parade, there will be room in the truck. The parade begins at 9:00a and will cover approximately a 1-mile parade route.

**COMMISSIONER INTERVIEWS**

July 9th (two weeks) Special Board meeting at 6:00 with Exec Session for interviews (6:15; 7:00, 7:45; 8:30)

Sandwich wraps will be available for Commissioners starting at 5:45pm. Craig and Jane are on vacation next week. Craig can be reached by cell most of the time (cell service sometimes spotty in Door County). Please address any questions directly to department heads.



**7/12/2019**

## **Upcoming Events**

- [Jul 12 - Screen on the Green Movie Night at Bridges](#)
- [Jul 13 - Hoffman Walks – Aquatic Habitats](#)
- [Jul 13 - Parent’s Night Out](#)
- [Jul 18 - Summer Sounds – Howard & the White Guys – Blues](#)
- [Jul 19 - Flick’n’Float Movie Night at SEASCAPE](#)
- [Jul 20 - Yoga & Mimosas – Hideaway](#)
- [Jul 24 - Live Music in the Gazebo – The Messengers](#)
- [Jul 25 - Summer Sounds – Billy Croft & the 5-Alarm Band](#)
- [Jul 26 - Friday Funday with Magician Scott Green](#)
- [Jul 28 - Sports & Games Field Day – Free](#)
- [Aug 1 - Summer Sounds – ARRA – Classic Rock](#)
- [Aug 3 - Hoffman Walks – Beat the Heat, Not Your Turf](#)

## **New Superintendent of Recreation**

Our new Superintendent of Recreation is Patrick Bodame. Pat is currently the Facilities Manager at Gurnee Park District. He will start on July 29<sup>th</sup>.

## **Background Checks for Community Reps**

As background checks are indeed required for all volunteers of the district including Community Reps, (Craig was not sure when speaking to Keith), an authorization to conduct a background check has been sent to Mandar.