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**MINUTES
REGULAR BOARD MEETING NO. 1052
April 28, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on April 28, 2020 at 7:04 p.m. via ZOOM.

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

Absent: None

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Parks, Planning and Maintenance Hugen, Director of Golf and Facilities Bechtold, Director of Recreation Kapusinski, Executive Assistant Logan

Audience: Community Representatives Friedman, Musial, and Kulkarni

2. Approval of Agenda:

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

3. Comments from the Audience:

None

4. Approval of the Minutes:

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the minutes of the February 25, 2020 Regular Board meeting as presented.

Commissioner Kilbridge abstained due to her absence at the Regular Board Meeting on February 25, 2020. The motion carried by voice vote.

Commissioner Kinnane made a motion, seconded by Commissioner R. Evans to approve the minutes of the March 18, 2020 Emergency Board meeting as presented. The motion carried by voice vote.

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the minutes of the March 30, 2020 Emergency Board meeting as presented. The motion carried by voice vote.

5. President's Report:

President Kaplan commended the staff on the production, creativity, and ongoing maintenance of the website during this pandemic.

President Kaplan commended Director Hopkins for her continued analytical support to the district.

6. Executive Director's Report/M20-053:

Executive Director Talsma addressed the board with an update to the Director's Report to note that while the locker rooms at The Club are not able to be used by members due to COVID-19 restrictions, the locker room should be evaluated for needed renovations originally planned for 2021. Staff will conduct a bid for pricing and obtain an estimate for completion of the project. Staff will present the bid results to the board for approval if it is advantageous to move forward with the project this year.

Executive Director Talsma addressed the board with a second update to the Director's Report to note that some of The Club fitness equipment will be moved to The Club tennis court to allow for social distancing restrictions. Staff is looking to make the tennis court area a functional space for members to use the relocated fitness equipment; to do so, they are planning to take down the tennis curtains to make the space as comfortable and functional as possible. Executive Director Talsma added that, as of now, we have twenty tennis members and continuing tennis at the facility is not viable.

Executive Director Talsma addressed the board with a third update to the Director's Report to note beginning May 1, 2020, some virtual programming may be provided at a cost and the rest will continue to be provided for free.

Commissioner K. Evans asked about social distancing at The Club and the layout of the equipment. Executive Director Talsma explained that the set-up of the equipment within The Club will be designed to allow for the safest possible environment while adhering to the restrictions set forth by the Governor and the State of Illinois. We are trying to expand our square footage of functional workout space by moving the exercise equipment to the tennis court and allowing patrons to use it there as well.

Commissioner Kinnane noted that the Village of Hoffman Estates has cancelled the parade and Northwest Fourth Fest.

Commissioner Chhatwani noted she attended Sarah's HIIT class and Pat's virtual session with his children. She participated and commented on the classes to show support for the virtual programming.

Commissioner K. Evans asked about the status of the OSLAD grants. Executive Director Talsma explained there has not been an extension yet, but we anticipate an extension based on the Stay-at-Home order.

Commissioner McGinn asked about the status of the ice rink project. Director Hugen explained the ice rink is on schedule and he anticipates being done by the end of August to finish ahead of the September 6, 2020 deadline.

Commissioner R. Evans asked about the contract with the Wolves. Executive Director Talsma explained that if he has not been contacted by May 1, he will be contacting the Wolves on May 1 with a 30-day notice. At this point, nothing has been discussed.

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

7. **Old Business:**

None

8. **New Business:**

A. Seascape and Splash Pad Closures / M20-051:

Executive Director Talsma reviewed the item noting that it is not possible to enforce the current State of Illinois COVID-19 guidelines in a swimming pool or at park splash pads.

Commissioner K. Evans asked about closing the pools at The Club. Until we receive official direction from the State of Illinois, CDC, or DCEO that swimming pools are safe, we will keep The Club pools closed and that they are currently emptied.

President Kaplan amended M20-051 to include the continued closure of the two pools at The Club.

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the 2020 closure of Seascape Aquatic Center as presented in M20-051. The motion carried by voice vote.

Commissioner R. Evans made a motion, seconded by Commissioner Kinnane to approve the continued closure of the two pools at The Club until further notice is received from the CDC or the State of Illinois that it is safe for use, as amended to be included in M20-051. The motion carried by voice vote.

Commissioner K. Evans made a motion, seconded by Commissioner Kilbridge to close all outdoor District splash pads for 2020, or until such time as they may be safely operated during the COVID-19 pandemic as presented in M20-051. The motion carried by voice vote.

B. Bridges Opening May 1st / M20-052:

Executive Director Talsma reviewed the item adding we do not plan to open the disc golf course; the disc golf course will be treated the same as other sport courts.

Commissioner R. Evans asked about the status of the driving range. Director Bechtold answered that the driving range is closed until further notice.

President Kaplan asked about push cart rentals at the golf course. Director Bechtold answered that per the DCEO guidelines it is not a possibility to rent the push carts at this time.

President Kaplan asked if handicap players will be able to use the golf carts. Executive Director Talsma addressed the question explaining that individuals who have an ADA limitation or if they are unable to walk 18 holes may use a cart. Historically, there has only been one individual who utilized the ADA cart once or twice per year. Executive Director Talsma does not anticipate there being a lot of people requesting to use the carts by admitting they have a limitation.

According to PDRMA, we could require individuals to present a doctor's note stating that they require a cart to play. Also according to PDRMA, we do not need to do anything that compromises the safety of our staff in order to meet an accessibility. We feel we are unable to maintain the safety of our staff in order to meet this accessibility at the current time in that we cannot safely disinfect the carts after use. Therefore, the carts are not available for rental at this time until we can properly maintain them.

President Kaplan asked how staff will handle patrons drinking in the parking lot after golfing. Executive Director Talsma answered that it is posted in the guidelines that alcohol is not permitted on the course and this will be self-policed by the players on the course; the parking lot drinking will be treated in the same manner.

Commissioner K. Evans noted we have video surveillance of the parking lot, if needed.

Director Bechtold noted tee time statistics for Bridges opening weekend, May 1, 2020; tee times are nearly booked solid for both Friday and Saturday. Overall, very seamless as far as operations goes and positive with patrons prepaying and adhering to the new guidelines.

Commissioner K. Evans asked about Commissioners using the golf course and when are appropriate times to do so. Director Bechtold explained Commissioners have the same

discount at the golf course with the same tee time restrictions as before COVID-19, but noted all golfers can only golf in twosomes. Foursomes are not allowed at this time.

President Kaplan wanted confirmation that it is twosomes as opposed to foursomes. Executive Director Talsma explained that unlike nearby states which are allowing foursomes, in Illinois, it is twosomes only at this time.

Information only; no motion.

C. Open and Paid Invoice Register:

Commissioner McGinn asked about the Minnesota Ice bill. Director Huguen answered the amount presented is not the final bill and more is still to come.

Commissioner K. Evans thanked Director Hopkins for color coding the invoice register. Executive Director Talsma also commended Director Hopkins her work with the financial reports.

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the Open and Paid Invoice Register for \$1,179,945.23.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

D. Revenue and Expenditure Report and Financial Analysis:

Executive Director Talsma noted that because of the financial impact of closures due to COVID-19, an amended budget will be done for 2020 at the time the new budget will be prepared for 2021.

Director Hopkins reviewed the Revenue and Expenditure Report and Financial Analysis.

Executive Director Talsma commended the skeleton staff that is currently working to continue to keep the District operating.

Commissioner Kilbridge asked about the number of full-time staff running operations for the District. Executive Director Talsma answered that, aside from the Parks, Planning & Maintenance team, we have approximately twenty full-time employees working to run the operations for the District.

Commissioner Kilbridge made a motion, seconded by Commissioner K. Evans to approve the Revenue and Expenditure Report and Financial Analysis as presented. The motion carried by voice vote.

9. Commissioner Comments:

Commissioner Kinnane thanked the staff for their efforts. He asked for all to stay safe and to stay home and to please take this pandemic seriously.

Commissioner McGinn thanked the staff for their efforts.

Commissioner K. Evans thanked the staff for their efforts and shared that his heart goes out to those that are currently unemployed.

Commissioner Kilbridge noted that hopefully this pandemic changes how people view our facilities and parks and that they develop a new level of appreciation for these. Also, she hopes that people have a new found love for exercise and recreation. She noted that recreation people are adaptable and is hopeful that staff have the stamina to make it through this difficult time.

Commissioner R. Evans thanked the staff for their efforts.

Commissioner Chhatwani thanked the staff for their efforts. She wishes everyone to stay healthy and safe during this time.

President Kaplan thanked the Community Representatives Musial, Freidman and Kulkarni for sitting in the audience for tonight's meeting. He noted Community Representative Friedman had to exit the meeting early to attend another remote meeting. He thanked the staff for their efforts.

10. Adjournment:

Commissioner R. Evans made a motion, seconded by Commissioner Kilbridge to adjourn the meeting at 8:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant