



1685 West Higgins Road, Hoffman Estates, Illinois 60169  
heparks.org t (847) 885-7500 f (847) 885-7523



**MINUTES  
SPECIAL BOARD MEETING  
May 12, 2020**

**1. Roll Call:**

A Special Board Meeting of the Hoffman Estates Park District Board of Commissioners was held on May 12, 2020 at 7:00 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

Audience: Community Representative Musial, Friedman, and Wilson

**2. Approval of Agenda:**

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

**3. Comments from the Audience:**

None

**4. Old Business:**

None

**5. New Business:**

A. The Club Locker Room Renovation / M20-054:

Executive Director Talsma reviewed the item for locker replacement in the Club and Community locker room areas. This entails replacement of all lockers in both Men's and Women's locker rooms for Club and Community as well as the family changing area. Additionally, the carpet was not replaced as part of the carpet project in that a new type of floor will be utilized for the locker rooms to minimize the spread of germs and enable better cleaning. The floor/tile surfaces will be bid separately.

Commissioner McGinn asked about the \$85,000 project to update the elevator at Willow Recreation Center. Director Hugen noted this project has been an item in GIS to be addressed for the last couple of years. With the facility not fully open and no patrons inside of it, staff feels the project can be pushed to 2021. We did pass code and have received our license for the elevator for 2020.

Commissioner K. Evans asked about the material used for the locker room doors. Director Hugen described the Nanolam sealcoat that will be applied to the locker room doors; a product which deflects ~98% of germs and is easy to clean.

Commissioner K. Evans asked if completing this large expenditure could jeopardize spending for other large projects like Birch Park. Executive Director Talsma explained that the locker room expenditure will not affect the Birch Park project.

Commissioner Chhatwani asked about the funds for this project and whether it will result in a deficit since the District does not have any revenue coming in at present. Executive Director Talsma explained the funds will be coming out of the Capital Fund based on the infrastructure design of it. Funds from the chosen Capital Fund projects originally slated for 2020 that have been moved to 2021 will make funds available for this project. The goal being to take advantage of The Club facility closure and complete the renovation without disturbing members.

President Kaplan asked about the project for ADA at Pine Park. Executive Director Talsma explained that is the ADA portion of the entire Pine park project.

President Kaplan asked about the security cameras that were planned for, but will now be forgone, and whether that will be compromising security because of it. Executive Director Talsma explained these were additional cameras in parking lots and at the maintenance building as well as a few more at The Club. The facilities are vacant at this time, so putting this off until next year will not be an issue.

President Kaplan asked about the limited number of USB chargers in the locker rooms and whether this will create tension or expedite wear-and-tear to the lockers with a USB charger. Executive Director Talsma recommended that the bid for the project include an option to add more USB chargers at a per locker cost.

Commissioner K. Evans noted that technology is constantly evolving and that five years from now these USB chargers may not be useful. Director Bechtold explained the USB chargers are standard ports, like an electrical outlet, that all technology utilizes.

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to move forward with the Phase 2 locker room renovations to The Club for a budget amount of \$400,000 including in that we will forgo the 2020 Capital expenditures of \$401,000 as presented in M20-054.

On a Roll Call: Carried 7-0-0  
Ayes: 7 Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan  
Nays: 0  
Absent: 0

B. Outdoor Recreational Usage (Tennis, Pickleball, Basketball, Disc Golf, Dog Parks) / M20-056:

Executive Director Talsma reviewed the item.

Commissioner McGinn asked about the legal liability of opening early. Executive Director Talsma explained that PDRMA has confirmed that if the District does something that is specifically prohibited, PDRMA will not cover it.

Community Representative Musial noted asymptomatic carriers are the biggest concern at this point and these are the root of the restrictions. The Governor's order should be followed until they feel Illinois cases have declined enough that it is safe to reopen. If we decide to remain closed until Phase 3, it is recommended that additional measures are taken to prevent the community from accessing the closed areas during Phase 2 (inline skating, dog parks, etc.).

Executive Director Talsma explained PDRMA does not recommend that we try to become the enforcer for preventing the community from violating the closures. There are "No Trespassing" signs at the golf course that can be added to parks, if we want to take the closures a step further.

Community Representative Wilson agrees with the other park districts that are looking at these amenities as essential functions and feels that the community can police themselves. She recommends more leniency rather than more rules.

Executive Director Talsma noted that while tennis, basketball, Pickleball, etc. may be subject to discussion, playgrounds are still strictly prohibited by the Governor's orders. For those activities possibly in discussion, the rule still applies of no gatherings of more than ten people.

Commissioner Kinnane is in favor of following the Governor's orders.

Commissioner McGinn recommends to follow the Governor's orders.

Commissioner K. Evans asked are we supposing that tennis, Pickleball, inline skating, basketball, disc golf, and our dog parks can be opened because we are interpreting it one way; should we be asking for clarification.

Executive Director Talsma explained the state of Illinois has not come out with clarification yet. Ancel Glink would support either side.

Commissioner K. Evans asked if we vote positively on this tonight and the direction from the Governor changes in the future, will we follow that direction.

Executive Director Talsma explained the recommendation was not written perfectly. What he is looking for from the board is does the board concur with following the directive of the Governor and therefore whatever that phase in allows, we will do.

Commissioner K. Evans expressed his discomfort with that because the Governor is not recommending that we open our tennis courts.

Executive Director Talsma explained that in the order, in Phase 3, "outdoor" is blanketed to include activities in groups of ten (10) or fewer with social distancing. Therefore, as an example, tennis can be done with 10 or less players.

Commissioner K. Evans asked for clarification as to why the playgrounds aren't allowed.

Executive Director Talsma explained that playgrounds were blanketed prohibited in the original stay-at-home order due to the potential to spread Covid.

Commissioner K. Evans asked in regards to the skate parks, etc., are there any options for making them unplayable at this point.

Director Hugen explained that we have that option, to Community Representative Musial's point; however, as soon as we have the green light to open these amenities though, the community will expect immediate access, and there will not be enough time for the maintenance team to clean it up for community use.

Commissioner K. Evans noted that what we approve today is subject to change based on state orders.

President Kaplan confirmed that everything we approve is based on what we know today and that is what is in the recommendation that it is based on current information.

Commissioner Kilbridge is in favor of following the Governor's orders.

Commissioner Kilbridge asked about issuing waivers for patrons to sign as a legal protection should a patron contract COVID-19 while participating in a program or using an amenity. Executive Director Talsma explained that current guidance is that no one can sue for contracting COVID-19 because it is impossible to determine where an individual contracted it from.

Commissioner R. Evans is in favor of following the Governor's orders.

Commissioner Chhatwani is in favor of following the Governor's orders.

President Kaplan is in favor of following the Governor's orders.

Commissioner K. Evans made a motion, seconded by Commissioner Kilbridge to approve the additional outdoor activities of tennis, Pickleball, inline skating, basketball, disc golf, and our dog parks planned to be open during phase 3 based on the current information provided in the Governor Pritzker's stay-at-home order. Motion carried by voice vote.

**6. Commissioner Comments:**

Commissioner Kinnane thanked the golf course staff for their efforts. He applauded Kyle Goddard on his fishing videos.

Commissioner McGinn thanked the staff for their efforts.

Commissioner K. Evans feels the District is using the closure time well by completing The Club renovation and moving forward with the locker room renovation. He feels there will be confusion in the community as we move forward with the next phases of the reopening plan.

Commissioner Kilbridge also feels there will be confusion in the community as we move forward with the next phases of the reopening plan. She recommends using social media to communicate with the community as much as possible during the transition between phases.

Commissioner R. Evans noted those who are preferred tee time holders have had issues accessing the advantages they pay for.

Director Bechtold addressed this explaining the preferred tee time program has been suspended temporarily. Once the golf course fully reopens and allows for foursomes and carts, staff will evaluate the fees and, if something needs adjusted or prorated, it will be addressed at that time. For the current rates and guidelines, communication has been sent out to patrons and signs have been posted at the golf course. Currently permanent tee time players and league players may make tee times seven days in advance and all others are six days.

President Kaplan asked if we utilize a fogger to disinfect the golf carts, will we be able to use that to start safely renting the push carts. Director Bechtold explained the guidelines specifically prohibit rentals at this time and until that changes, we will not rent push carts. Carts are only available to those with physical limitations and once we have the foggers it will be safe to allow them for ADA usage.

President Kaplan asked how the golf course is handling those who identify as having a physical limitation. Director Bechtold explained the patron will need to acknowledge that he/she has a physical limitation that will prevent him/her from walking a round of golf.

Commissioner Chhatwani applauded the staff for their on-going communication and efforts and she enjoys the virtual programs.

7. **Executive Session:**

Commissioner McGinn made a motion, seconded by Commissioner Kinnane to move to Executive Session at 8:24 p.m. for the purpose of:

A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act

- 02/25/2020
- 03/30/2020

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.

C. The purchase or lease/sale of property owned by the public body (park district) pursuant to Sec 5 ILCS 120/2 Sec. 2(c)(6) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0

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

Nays: 0

Absent: 0

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to reconvene to the special board meeting at 9:03 p.m. The motion carried by voice vote.

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

Nothing to vote on from Executive Session.

9. **Adjournment:**

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Commissioner McGinn made a motion, seconded by Commissioner Kinnane to adjourn the meeting at 9:05 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant