

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. 1056
TUESDAY, AUGUST 25, 2020
7:00 p.m.
***Room 113 of the Triphahn Center**
(Northside – 50+ Program Rooms)

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. RECOGNITION
 - A. August 2020 Best of Hoffman: Hap Wittkamp
 - B. Employees of the 1st Quarter:
 - i. PT: Matt LaFrener
 - ii. FT: Katie Burgess
 - C. Employees of the 2nd Quarter:
 - i. PT: Sarah Koeckritz
 - ii. FT: PJ Bugay
5. RECESS FOR A&F COMMITTEE MEETING
6. RECONVENE FOLLOWING A&F COMMITTEE MEETING
7. APPROVAL OF MINUTES (attached)
 - A. Special Board Meeting Minutes 07/21/2020
 - B. Regular Board Meeting Minutes 07/28/2020
8. COMMENTS FROM THE AUDIENCE
9. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
 - A. Virtual Park Tour
 - B. Boiler Disconnects / M20-096
 - C. HEAA Rental Contract for 2020 / M20-093
 - D. NWSRA Annual Assessment R20-004 / M20-089
 - E. Limited Bond Issue Ordinance O20-003 / M20-099

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Regular Board Meeting

August 25, 2020

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- F. Personnel Policy Manual Changes / M20-098
- G. Open and Paid Invoice Register: \$822,483.67
- H. Revenue and Expenditure Report and COVID-19 Impact Statement
- I. Acceptance of B&G Minutes 07/21/2020 (see August packet)
- J. Acceptance of Rec Minutes 07/21/2020 (see August packet)
- K. Acceptance of A&F Minutes 07/28/2020 (see August packet)

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
 - 05/26/2020

B. Appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers, pursuant to 5 ILCS 120/2 Sec. 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 specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers, pursuant to 5 ILCS 120/2 Sec. 2(c)(1) of the Open Meetings Act.

- A. Appointment to Recreation Committee for Community Representative Vacancy

17. ADJOURNMENT



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MINUTES SPECIAL BOARD MEETING July 21, 2020

1. **Roll Call:**

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on July 21, 2020 at 8:23 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Commissioner Kinnane

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

Audience: None

2. **Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

3. **Approval of Agenda:**

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

4. **Comments from the Audience:**

None

5. Approval of The Club at Prairie Stone Locker Room Flooring / M20-081:

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to approve awarding the bid to RANCO Services for a total of \$63,170 with a 5% contingency of \$3,160 for a total of \$66,330 as outlined in M20-081 and recommended by the B&G Committee.

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

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

Nays: 0

Absent: 1 Kinnane

6. Commissioner Comments:

Commissioner Kilbridge noted the Club renovation looks great.

Commissioner R. Evans and Commissioner Chhatwani asked all to stay healthy and safe.

President Kaplan noted the IAPD Board Self-Evaluation has been proposed for Thursday, September 3.

President Kaplan added the C&M Department is doing a great job on their social media posts showcasing the District's history.

President Kaplan also noted the Board and Committee Meetings are being held in-person to show our patrons that staff, Commissioners, and Community Representatives are leading by example by following the same safety protocols being asked of the District's patrons.

7. Adjournment:

Commissioner Chhatwani made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 8:29 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant



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**MINUTES
REGULAR BOARD MEETING NO. 1055
July 28, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on July 28, 2020 at 7:43 p.m. at the Triphahn Center in Hoffman Estates, IL.

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 Golf and Facilities Bechtold, Director of Recreation Kapusinski, Executive Assistant Logan

Audience: Comm Rep Wilson (teleconference); Pauline Wieland

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

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

4. Comments from the Audience:

Pauline Wieland introduced herself as a Hoffman Estates resident who lives near Pine Park. She noted she is interested in organizing a volunteer group to coordinate the sprucing up of Pine Park.

President Kaplan thanked Ms. Wieland.

5. Approval of the Minutes:

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the minutes of the June 23, 2020 Regular Board meeting as presented.

6. Consent Agenda:

Commissioner Kinnane made a motion, seconded by Commissioner Kilbridge to approve the consent agenda items A-H as presented.

On a Roll Call: Carried 7-0-0

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

Nays: 0

Absent: 0

A. The Club at Prairie Stone Locker Room Flooring / M20-081

B. School District 54 STAR Contract Addendum / M20-083

C. Splash Pad Closure for 2020 / M20-082

D. Open and Paid Invoice Register: \$829,588.49

E. Revenue and Expenditure Report, COVID-19 Impact Statement, and Financial Analysis

F. Acceptance of B&G Minutes 06/16/2020 (see July packet)

G. Acceptance of Rec Minutes 06/16/2020 (see July packet)

H. Acceptance of A&F Minutes 06/23/2020 (see July packet)

Commissioner K. Evans made a motion, seconded by Commissioner R. Evans to approve the consent agenda items I-O as presented.

On a Roll Call: Carried 7-0-0

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

Nays: 0

Absent: 0

I. South Ridge Park OSLAD Earth Work Contract / M20-032

J. South Ridge Park OSLAD Utilities Contract / M20-033

K. South Ridge Park OSLAD Concrete Contract / M20-034

L. South Ridge Park OSLAD Asphalt Contract / M20-035

M. South Ridge Park OSLAD Playground Install Contract / M20-036

N. South Ridge Park OSLAD Fall Surface Purchase & Install Contract/ M20-037

O. Open and Paid Invoice Register: \$492,531.80

7. President's Report:

President Kaplan noted The Club looks great and he has received positive feedback on it.

President Kaplan noted the pickleball at Fabbrini is going great.

President Kaplan thanked staff for their efforts.

President Kaplan announced Hap Wittkamp's resignation as a Community Representative for the Recreation Committee. The Board plans to honor him at a future Board meeting.

President Kaplan noted due to the COVID-19 pandemic, the Committee of the Whole will not meet for the Park Tour. In lieu of the Park Tour, the District staff has created a virtual park tour that will be presented at each August Committee Meeting. A regular B&G Committee Meeting and a regular Recreation & Facilities Committee Meeting have been scheduled for August 18 and added to the 2020 Board/Committee Meeting Calendar.

Executive Director Talsma noted the NRPA Conference has been changed to a virtual conference that members may participate in for \$295/attendee. It is scheduled for October 27-29, 2020.

President Kaplan reminded the Board of the Poplar Creek Trail System Ribbon Cutting ceremony at 10:00 a.m. on Saturday, August 1.

President Kaplan presented the IAPD 2020 Membership Plaque and distributed IAPD membership cards to the Board in recognition of the District's IAPD membership.

President Kaplan presented the Mayor's Proclamation plaque for July being declared National Parks & Recreation Month.

8. Adoption of Executive Director's Report:

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

9. Old Business:

None

10. New Business:

A. Executive Director Review Process / M20-090:

Executive Director Talsma presented a revised evaluation template to be used for the Executive Director Review Process for the 2021 review and thereafter. The proposed template allows for both an objective and subjective review of the Executive Director's performance with an emphasis on the Executive Director's ability to meet leadership requirements. The HEParks Annual Review Form, NSWRA Evaluation Form, PDRMA Evaluation Form, and Schaumburg Evaluation Form were utilized to produce the proposed template for the Executive Director Review Process.

No action was taken. As a general consensus, the Board decided they will discuss the format of the Executive Director Review Process at a future date because they would like more time to review and evaluate the material presented.

It was noted that, according to the law, the discussion of the Executive Director Review Process will need to be discussed during an Open Meeting.

11. Commissioner Comments:

Commissioner McGinn thanked staff for the financial information presented during the A&F Committee Meeting.

Commissioner R. Evans thanked staff for their efforts.

Commissioner K. Evans noted Director Hopkins did a nice job on the financials. He added what has been presented by Executive Director Talsma for the Executive Director Review Process is a good start.

Commissioner Kinnane thanked Executive Director Talsma for his efforts and thanked staff for a great job. He added Kurtis Hartwig and Brian Johnson are doing a great job at the golf course.

12. Adjournment:

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to adjourn the meeting at 8:22 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING NO. 1056**

EXECUTIVE DIRECTOR'S REPORT

August 2020

PARKS DIVISION

TC ICE RINK 2 RENOVATION

Minnesota Ice completed the heat piping, cold floor insulation, and cold floor piping prior to the scheduled concrete pour on Friday, July 31. The concrete pour of the rink went very well and without disruptions. The rink is currently in the curing process and the dasher board installation set to begin August 24. The rink system is set to be started up on August 27 and the ice painting is scheduled for September 1 and September 2. HEParks staff will have September 3 through September 6 to build the ice.

THE CLUB RENOVATIONS

The Parks Department started the construction of the new locker areas within The Club Locker Rooms. All of the old lockers were removed and placed in a dumpster for disposal. The frames that the lockers are set on were repaired, and in some cases replaced, to meet the specifications of the new lockers. Staff removed all of the carpet in these locker rooms to prepare for the new surface. New bases were built where needed and electrical was removed. The flooring contractor was able to get into the locker rooms and prep the floor for the install. The floor install was finished on August 8.

SOUTH RIDGE OSLAD (project can be followed at [Park Projects](#) via drone footage)

- The earthwork contractor continues to establish subgrade elevations, parking lot elevations, and berm elevations, as well as spreading top soils to existing areas.
- HEParks Maintenance staff continued to work on the exterior walls of the bathroom. The internals for the bathroom have been ordered and planned into the schedule. The mechanicals for the splash pad room were installed and we are in the final phase of selecting the control to install meters and reduced pressure zone (RPZ) valves. HEParks Maintenance staff has installed the turf nailer board to the concrete curb around the entire playground and fitness equipment for the turf fall surface installer scheduled for September 14.
- Staff has not been running the fountains at South Ridge to avoid issues with wiring during the undercuts performed by the contractor. Once the new path is installed, staff will be placing one fountain back into the center of the lake (there used to be two fountains). The new fountain is a 5hp fountain that is designed for a pond with the depth and muck like that of South Ridge. With the district now offering kayak and non-motorized boating at South Ridge, PDRMA recommended we limit it to one hazard in the water. The new fountain will actually provide equal to, if not more, water movement with a 20 foot high by 72 foot wide spray pattern that will serve as an aesthetic focal point.

- Staff met with the earthwork contractor and a subcontractor who will be hired by the earthwork contractor to grade the path base around the lake. The subcontractor performed the undercuts and path way grading including the new path that leads to the new fishing/kayak pier.
- Work on the paths was substantially completed on August 3. A proof roll of the paths was done on August 4. All but 28 feet of the path was determined acceptable by Chicagoland Paving, the paving contractor. The 28 lin. feet was undercut by the earthwork contractor and 3" stone with underlying fabric was installed. This work resolved the issue. The paving contractor is set to begin the path completion on August 18.
- Hacienda Landscaping was onsite to finish the subgrade for the fall surface of the playground and fitness area, as well as work on punch list items. The last item to be completed is the installation of the bollards for the splash pad.

FACILITY AIR QUALITY

Currently, there are many thoughts and demands when keeping up with the COVID-19 pandemic and air quality is definitely one of them. We had been looking into this, and it was also brought to our attention by a member of the Park Board, so we wanted to share our findings in dealing with air quality.

Our rooftop units (RTU) that are not split systems, or are over 5 tons, are all equipped with economizers. Currently, our filters have a minimum efficient reporting value (MERV) rating of 7 and filter to 1-3 microns; to put this into perspective: dust, pollen, and microbiological growth are typically 10 microns. If we were to go with a higher MERV rating, giving us a lower micron rating, it would affect air flow and put more strain on the mechanical units. Our units are also equipped with power exhaust, so if the barometric pressure is too high, the air is exhausted out of the unit through our power exhaust. Our evaporating coils (inside the units) are currently being cleaned with an anti-microbial solution to aid in the movement of bacteria. Our air quality meets the International Energy Conservation Code (IECC) standards thanks to these measures.

Since the outbreak of the COVID-19 pandemic, our building team has been working with our HVAC vendor on how to protect our air quality and patrons. UV light is believed to be a way to control the spread of COVID-19 through HVAC systems, as is the use of ionization. Ionization is believed to release charged atoms that attach to and deactivate harmful substances like bacteria, mold, allergens, and viruses, in the same way that UV light would work. As explained though, our current filtration eliminates microbiological growth.

After speaking with our HVAC vendor for HEParks and doing more research, it is unknown if the COVID-19 virus has the ability to move through HVAC systems. For this virus to become part of our HVAC system, it would need to travel upward into the HVAC system and through our filtration system and coils. The UV Light and Ionization System on the market are selling based on the guarantee of killing the COVID-19 virus. The validity of this has not been proven or disproven, but sources have informed staff that it is more of a perception. With our cleaning schedules, the UV foggers, and our current filtration system, staff feels we are holding air quality to a high standard. If proven quality controls are listed, staff will look more into the purchase of one of the systems for our buildings.

The following is a brief list of other items completed by staff during July:

- Park mowing and garbage removal
- Weed control at TC, The Club, and WRC landscapes
- Tree removals at Bridges irrigation pond
- Aquatic applications for algae and bottom growth
- Maintenance of sports fields
- Baseball and softball field set-ups and maintenance
- Freedom Run and Canterbury Park Place were vandalized with graffiti. Graffiti was on every structure from park benches to bleachers, garbage cans, sidewalks, port-o-lets, and landscape rocks. Once a police report was finalized, staff worked on removing graffiti.
- Park ID signs landscape and weed removal
- Brush mowing at Colony, Kingston, and Douglas
- Playground repairs
- Wolves' locker room upgrades: new equipment room combining old room with large closet to create one room with work bench and cabinets for storage, updated player's lounge, all new carpet in ice rink level and deep cleaning of all tile and sauna.
- HVAC checks and repairs.
- Activity pool is leaking from the seals of valves. Leak detection was completed and confirmed. Contractor made repairs on July 7. Contractor made repairs, and in-house staff completed the filling, proper chemical balance, and completed repairs to the boiler system which was not operating properly.
- Electrical repairs at Bridges and The Club
- Mower maintenance and repairs
- Vehicle checks and repairs

Recreation Division



Illinois entered Phase 4 at the end of June with lighter restrictions in place. Our “phase 4 programming” launched July 8 with registration opening at the end of June. Programs offered for Phase 4 ran in July and August.

On July 29, the Governor announced revised sports guidelines (effective 8/15) that impacted many of our summer & future fall programs. Each sport was placed in a risk category (high, medium, low). Each risk category has specific guidelines on what can be played based on the category. The sports mainly impacted included:

- Hockey: High Risk – only practices, no games or scrimmages
- Basketball: Medium Risk – allows intra-team scrimmages
- Soccer: Medium Risk – allows intra-team scrimmages
- Baseball: Low Risk – allows games (as long as players sit 6ft apart in dugout/sidelines)

Further explanations of how these revised guidelines will impact our programs will be listed under each program area.

A blood drive was held at Triphahn Center on August 5. This event was organized by a pickleball player and her group in response to a fellow player who passed away due to COVID-19. With 18 donors, the event surpassed its goal of 15 donors and we are pleased to share that 12 of the 18 donors were first-time donors!



Triphahn Center



Willow Recreation Center

Triphahn Center Fitness

<u>Membership</u>	<u>7/31/2019</u>	<u>1/1/20</u>	<u>7/31/2020</u>	<u>YTD Var. +/-</u>
Total	877	781	673	-108

Fitness members were able to access Triphahn Center at no charge for the month of July. The first billing for fitness dues was August 4. Prior to billing, a total of 59 members cancelled in July.

The TC fitness center opened on June 29. Members have done very well with wiping down their equipment using the new disposable wipes before and after each use. New equipment organization shelf was delivered for all of the accessory equipment in the back corner of the fitness center. New mats, foam rollers, hand weights, bosu ball, bands and cable attachments were purchased to replace older items.

There are 29 participants within four group fitness classes offered in July. In addition, an outdoor fitness class was held with five participants.

A new indoor pickleball drop-in program launched this month on Wednesday from 6-9pm for people 18+ for \$5 per visit. Players must register in advance for each day they would like to play, so we have a roster of players. Participation has been low as players are playing outside, but for July, there were four players each week.

Willow Rec Center Fitness & Racquetball

<u>Membership</u>	<u>7/31/2019</u>	<u>1/1/20</u>	<u>7/31/2020</u>	<u>YTD Var. +/-</u>
Fitness	256	304	150	-154
Racquetball	50	63	69	+6
Total	306	367	219	-148

Willow Rec Center fitness center will remain closed until further notice due to the small size of the facility. Fitness members were able to access Triphahn Center at no charge for the month of July. The first billing for fitness dues was August 4. Prior to billing, a total of 72 fitness members cancelled in July.



Dog Off-Leash Areas

<u>Dog Park Passes</u>	<u>7/31/2019</u>	<u>1/1/20</u>	<u>7/31/2020</u>	<u>YTD Var. +/-</u>
Total	670	683	664	-19



General Programs

Dance:

- Preschool Dance was offered virtually and has seven participants.
- All other levels are offered in-person with a total of 47 participants in nine classes.
- Hip Hop & Jazz Camp ran this month with seven participants.

Alisa & Pat are working on a revamped dance curriculum and program that separates dance into skill levels (similar to swim lesson levels). This new dance program will bring some “new-ness” to the dance program to challenge our dancers’ skills and keep them involved in our program for extended years.

Baton and Poms

- July session ran with 20 participants within four classes.

Music Lessons:

In person classes

- Piano has six enrolled and Guitar has one enrolled

Virtual classes

- Piano has one enrolled

Young Rembrandts:

- There were two participants in an Elementary Drawing class (held virtually).

Chino Garden Plots

- 15 of our 16 available slots are sold.

eSports

- For July, there are six enrolled in the Dungeons & Dragons camp and 12 enrolled in the Fortnite Tournament being held on August 7.



50+ Club

All 50+ memberships are on hold until the 50+ Club reopens.

The 50+ Club will continue to remain closed for drop-in usage, but community members may register for free activities that are offered throughout the week. Weekly activities include: volleyball, chair volleyball, walking club, cards and games, billiards, mah jongg pickleball and ping pong. Drop-in is not available for these activities; participants must pre-register to attend. Enrollment for July was:

- Billiards – 7
- Cards & Games – 12
- Chair Volleyball – 9
- Mah Jongg – 11
- Volleyball – 14
- Pickleball – 13
- Ping Pong – 13
- Walking Track - 24

In addition, 50+ Group Fitness Forever Strong, Tai Chi and Line Dancing classes began in July that do require a registration and payment. There were 13 participants in two Forever Strong classes, five participants in Line Dancing, and three participants in Tai Chi.



Early Childhood

The Early Learning & Care (child care) program opened on June 8. Operations have been running very smoothly with the new DCFS required guidelines. One classroom ran for June and July. A second classroom opened August 3. Registration for July was 14 students compared to 43 last July.

Preschool Camps began on July 6. None of the camps ran at Willow. At Triphahn, there were 43 campers over four weeks.

The part-day preschool program will run in-person even though the school districts are only offering remote learning. Our preschool program follows DCFS guidelines, and DCFS is allowing in-person programming. Natalie has kept all parents updated with guidelines to run a safe program. Many families have withdrawn from our program for fall, but we still have enough enrollment to run some classes in-person at both TC and WRC.

19-20 TC		20-21 TC		+/-	19-20 WRC		20-21 WRC		+/-
Threeschool	15	Threeschool	0	-15	Threeschool	9	Threeschool	0	-9
2's Playschool	26	2's Playschool	5	-21	2's Playschool	9	2's Playschool	0	-9
3's & 4's	114	3's & 4's	59	-55	3's & 4's	62	3's & 4's	34	-28
Total	155	Total	64	-91	Total	80	Total	34	-46



School Age - STAR and Day Camps

Summer Camp:

In June, only half day camp (9am-Noon) was offered. In July, camp was expanded to 9am-3:30pm. In addition, half day camps were still offered, as there was a continued interest.

July 6-10	# reg.	July 13-17	# reg.	July 20-24	# reg.	July 27-31	# reg.
TC	26	TC	28	TC	30	TC	29
TC ½ day	11	TC ½ day	13	TC ½ day	16	TC ½ day	14
WRC	22	WRC	24	WRC	31	WRC	30
Total	59	Total	65	Total	77	Total	73

For those campers who were not able to attend our camp in-person, a new “Camp in a Box” kit was offered to our community. Camp boxes were created with a variety of crafts, games, recipes and a camp t-shirt. Families were able to purchase different themed boxes to bring the camp experience home.

The following camp boxes were sold in July:

- Nature: 7
- Sports: 6
- Pirates: 2
- Mermaids & Unicorns: 6

The total number of boxes sold this summer (June and July) is 158.

STAR Before & After School

Prior to the notification that the schools will all begin with remote learning, there were 371 students enrolled in STAR 20/21 compared to 423 this time last year.

On August 3, both District 15 and District 54 announced that the school year will begin with remote learning only. Staff used this opportunity to create a full-day child care for parents who must work outside the home and need care for their children. A new STAR Study Hall Camp was created to serve this need. This new program will begin the week of August 17. Camp sessions will run weekly from 7am-3pm with extended care offered from 3-6pm. The program can accommodate 65 children. Registration opened August 10. To date, there is an average of 18 students at WRC and 15 students at TC for each week.



Youth Athletics

Current Enrollments

- Adult softball league- 9 teams
- Youth baseball total- 108
- N60 baseball players- 23
- Youth Basketball- 40
- Feeder Basketball Camp-28
- Tee-ball – 40
- HUSC Soccer Camps – 24

COVID All Sports Guidelines – impact on summer softball, baseball & basketball:

- Softball & Baseball fall under “Low Risk”. This allows these sports to continue offering practices and games. Players must remain 6-feet apart in dugouts or on sidelines. If players do not remain 6-feet apart, the risk is changed to “medium risk” which eliminates all games. All families were emailed once the new guidelines were released to explain the strict expectations of player distancing.
- Basketball falls under “Medium Risk”. Medium risk allows intra-team scrimmages. With the lower enrollment numbers in summer basketball, our program was actually already running our program within these new guidelines. All players within each grade level currently practice together as one large team, and then the players separate into “teams” and scrimmage each other on Saturdays.

Summer Athletic Updates

- Youth baseball and basketball teams began practice the week of July 1.
- Youth baseball and basketball teams began games on July 20.
- N60 baseball began games on July 12 and will compete throughout the month.
- Adult Softball leagues started the week of July 13.
- Feeder basketball camp ran the week of July 13 at The Club with 28 players.
- Seminole Sports Tournaments ran on the weekends of July 10, 17, 24 and 31.

- Contact was made to Crank Revolution bike store in north Hoffman to create a relationship and grow our outdoor recreation programming.
- Staff started to tap more into the social media world with our youth summer basketball league by
 - Creating YouTube highlight reels of weekend games
 - Post-game coaches interview
 - In-game tweet updates

COVID All Sports Guidelines – impact on soccer:

- Soccer falls under “Medium Risk” which allows intra-team scrimmages. For fall, individual teams will not be formed. Each grade level will be their own team. These groups will practice together as a larger team (with a max of 50). An intra-team scrimmage will be held on Sundays.

Fall Soccer

- Original registration deadline of July 31 was pushed back to August 14 to allow more people an opportunity to sign up.
- First practice was pushed back to the week of August 17.
- Per the new state guidelines, our soccer league will scrimmage the same group they practice with. Inter-village soccer has been cancelled due to the new guidelines and everything is completely in-house at our fields on Sundays.
- 85 players are enrolled to date, which allows for a coed league at every age group.
- Two new levels were offered this fall: High School League and U5 League. Both levels have enough enrollment to run scrimmages.

Outdoor Recreation

- July Fishing class had 13 kids in the class. We fished for Carp, Bluegill, Crappie, Catfish and Bass.
 - We received donated fishing gear from Cabela’s - in total 100 rods and 75 reels.
 - Looking into offering a rental program for fishing poles to allow more people to get out and fish in Hoffman.
 - Staff is getting ready for the October 3rd Fishing Derby, as well as one final fishing session for the fall.

COVID All Sports Guidelines – impact on Martial Arts:

- Martial Arts falls under the “High Risk” category which only allows no-contact practices and trainings. This guidelines will be met within our programs as we only offer no-contact practices and trainings.

Martial Arts

- Karate: Shotokan Karate returned in July. There were a total of 45 participants within four classes.
- Tae Kwon Do: The July session has 11 participants within three classes.



Ice Operations

Mini Hockey Clinics and Figure Skating Mini Camps continued through July.

	June enrollment	July enrollment	TOTAL for summer
Hockey Clinics (Mites, Squirts, PeeWees, Bantam/Midgets & Wolverines)	77 mites 80 Squirts 75 PeeWees 78 Bantam/Midget 73 Combo levels 17 Wolverines 400 TOTAL	85 mites 94 Squirts 55 PeeWees 108 Bantam/Midget 33 Combo levels 16 Wolverines 391 Total	791
Figure Skating Mini Camps	81	62	143

COVID All Sports Guidelines – impact on Hockey:

- Hockey falls under the “High Risk” category which only allows practices and trainings. The fall hockey league was suspended and clinics are scheduled for fall to replace the league. The men’s hockey league was also suspended until games can resume.

MooseJaw 3v3 began in July. There are 21 teams. Games were played three nights per week through mid-August.

Freestyle skating was coordinated differently in July. Rather than unlimited access to each open ice slot for independent skaters, all skaters were required to reserve one-hour ice slots in four-week increments. 84 skaters purchased ice slots in July for a total revenue of \$1305.

Registration for the fall hockey leagues opened July 7. We had 90 players enrolled prior to the hockey league being suspended on July 29 due to the All Sports Revised Guidelines. The 90 players have all been refunded. New clinics will be created to keep the players on the ice this fall.

A new adult hockey league launched mid-July. This new league has six teams (of 15 players). The league was scheduled to run through September, but due to the All Sports Revised Guidelines, this league was suspended on August 9. It will resume when guidelines are updated.



Aquatics

Seascape is closed for the 2020 season.



Communications and Marketing

Sponsorship Update:

- Marquee Contracts received: State Farm & Summitview Church
- AMITA partnership update: The AMITA contract that was presented to the Board in August 2019 will be ending this month. This agreement for \$69,740 continues to be paid in monthly payments by AMITA. We were notified during this contract year that the representative from AMITA who has worked with us since our partnership began in 2009 was let go from her role. Jeff Ney has been in contact with multiple AMITA representatives throughout this year, but the HEParks/AMITA relationship kept moving to different staff within AMITA. After multiple hands have turned over, we received notification that Donna Budak, a VP out of Lisle, was our latest contact. Jeff has left five voicemails for her and Alisa emailed her four times within three weeks, and we have yet to receive a response from Donna with an update on our contract renewal. Staff is now attempting to contact a local representative within the HE Chamber to speak to someone locally. Staff continues to stay on top of this, but there has been challenges in reaching anyone directly from AMITA.

Design Work:

- Phase 4 guidelines
- Park signage
- Halfway house menus
- Club promo

Website updates:

- Wolfpack hockey webpage updates including: changing overall focus of website, new training philosophy, equal presence of all level players, added adult hockey program
- HEParks website updates: 50+ page, preschool, fitness, ice, parks and pickleball pages

Email campaigns: Three e-blasts sent this month

Press Releases:

- Heat relief for local walkers on indoor track

- Fishing equipment donation

Social Media:

- July was NRPA's Park & Recreation Month. This month, the C&M department spotlighted a local park each week.
- 61 posts and four videos in July
- Top interactive posts:
 - 1) Victoria Park spotlight – 1948 reached
 - 2) HEParks is hiring – 1842 reached
 - 3) Vogeley Park spotlight – 1753 reached
 - 4) Summer Basketball video – 1058 reached
 - 5) Olmstead Park spotlight – 1006 reached

of Followers:

HE Parks Facebook: 4889 (+19 from last month)
 HE Parks Twitter – 1079 (+9 from last month)
 HE Parks Instagram – 6494 (+17 from last month)
 50+ Facebook- 110 (no change)
 Wolfpack Facebook- 297 (+9 from last month)
 Wolfpack Instagram – 283 (+1 from last month)
 Figure Skating Facebook – 80 (no change)
 Bridges Facebook – 1007 (+5 from last month)
 Bridges Instagram – 115 (+2 from last month)
 Bridges Twitter – 163 (+2 from last month)
 The Club Facebook – 1632 (+6 from last month)
 The Club Instagram – 256 (+10 from last month)
 The Club Twitter – 36 (no change)

Website:

Traffic to HEParks Website in July: 20,926 unique page views to the website.



Highest visit days:

- July 13: 1,252
- July 7: 1,217

Highest visited pages

- Highest visited pages in July 2020 – Home, Program Guide, Dog-Parks, COVID-19, Parks, Hockey
- Highest visited pages in June 2020 – Home, Parks-facilities, Programs-Sports, General Information, Program Guide

Bridges General Programs

-  Currently, we are allowing single rider carts based on availability. We have enough carts to allow six extra carts per hour. We implemented the \$5 for 9 holes and \$10 for 18 holes single rider fee. For our guests who are sharing a cart, we have installed plastic dividers in each cart as a safety precaution in response to COVID-19. These provide our guests a suitable alternative should they not want to upgrade to the single rider fee.
-  Staff has continued with deep cleaning carts and the facility to continue to provide a safe environment for our guests.

Golf Rounds

MONTHLY ROUND TOTALS					
2016	2017	2018	2019	2020	5 Year Average
5,046	4,950	5,062	4,592	5,282	4,413
YTD ROUND TOTALS					
2016	2017	2018	2019	2020	5 Year Average
17,463	17,061	16,130	14,274	10,802	10,160

Range Information - Range was closed March 15th to May 29th.

MONTHLY RANGE BASKET SALES TOTALS					
2016	2017	2018	2019	2020	5 Year Average
3,046	3,227	2,967	3,762	3,835	3,318
YTD RANGE BASKET SALES TOTALS					
2016	2017	2018	2019	2020	5 Year Average
12,084	12,085	10,306	11,972	7,022	7,326

Hole in One Contestant Update

HOLE IN ONE MONTHLY SALES TOTALS				
2016	2017	2018	2019	2020
0	573	377	726	581

YTD HOLE IN ONE SALES TOTALS				
2016	2017	2018	2019	2020
0	1,515	1,400	1,570	585

Communications & Marketing

Bridges Facebook – 1,002 followers in June and 964 followers in July

Bridges Instagram – 113 followers

Bridges Twitter – 161 followers

Additional marketing items included: As the COVID-19 pandemic evolved, there has been continual updating and replacing signage as well as menus for the halfway/house to meet new guidelines.

Food & Beverage

All July events were cancelled. We have one golf outing scheduled for August 21.

Staff created new, simple grab-and-go meals. These can be used for outings that are looking to provide food after the event with less touch points at a more economical fee. These will be an alternative option to our plated banquet menus, which also offer minimal touch points.

Wedding Count Update:

2021 = 18 ceremony and reception, 2 reception

This time last year our bookings for 2020 were only 4 ceremony and reception, 2 reception

2020 = All weddings have been cancelled or rescheduled to 2021.

We had 10 ceremony and reception, 4 reception only booked for 2020.

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 July, our high averaged 86° (2° above average) and low averaged 67° (4° above average). This included 10 days with highs at or above 90° (average is 6 days) and many more that were only a degree off of that. We received 2.58" of rain (3.7" average) which is about 70% of our normal amount. For the month, we saw 21 total playable* days (67%) and for weekends in July, we had three playable* days (37%).

*Playable is being defined as highs between 55° - 90° and less than .05” rain.

July was a continuation of the June weather, warm and dry. In the beginning of the month, we saw eight days in a row with highs of 89° or above. We only saw rain nine days during July, with half of it coming in from one storm mid-month. Once again, this meant we were relying on our 23 year old system and hoses to get us through the month. In July, we put out 3.8 million gallons of water by running irrigation cycles overnight.

Between weather conditions and PGR applications, we saw limited turf growth which allowed the maintenance team to work on other items on the course. Here is a small list of some of the other tasks the maintenance team has been working on in July:

- Mowed all playing surfaces regularly
- Rolled greens when not mowing
- Changed cups and set up course
- Filled divots on tees and fairways
- Raking bunkers
- Checked sand depth in bunkers and added as needed
- Sprayed greens, tees, and fairways
- Vented greens
- Topdressing greens
- Hand watered greens and tees
- Trimmed tree bases
- Trimmed yardage plates and sprinklers
- Repaired irrigation issues
- Pulled weeds and mulched beds
- Finished memorial bench on 11 tee
- Verticut greens, tees, and approaches
- Started raising sprinkler heads around greens
- Removed a few trees on property
- Pruned up low hanging branches

Below are some of the items that are not being done, or are being done less frequently, as part of the deferred maintenance plan.

- Currently mowing bentgrass surfaces with less frequency than normal, this has resulted in more clippings than normal on tees and fairways.
- Bunker maintenance has been limited.
 - Bunkers have been raked 2-3 days a week based on play and staff availability.
 - Bunkers have not been edged or fly mowed this year. Top portions of slopes have been mowed but lower sections are being left long. This has resulted in 200 hours of labor saved so far this year.
- Ornamental bed maintenance on the course has been limited, but we have received mulch and weeds have been sprayed.
- Detail items that are being done on a limited basis:
 - Filling divots on tees and fairways
 - Trimming yardage plates, sprinklers, and drains.
 - String trimming around trees, walls, curbs, stairs
 - Clubhouse lawn and perimeter along Moon Lake are being mowed less frequently than normal.
- Cultural practices such as verticut, topdressing, and venting have been very limited based on labor availability.



Membership Totals	<u>7/31/2019</u>	<u>07/31/2020</u>	<u>1/01/2020</u>	<u>Var. +/-</u>
Totals	2907	2521	2837	-316

Member Services/Sales

- In our first full month of being open post-pandemic, we enrolled 71 new members and sold 34 student summer passes (45-day pass). Normally, this would be a very slow month, but we were pleased to share we brought in over 50 new members in our first month back open. This is huge given the time of year and given the circumstances with the COVID-19 pandemic. The offer that was running was a \$19 enrollment special with no dues until September.
- The Club experienced an average of 57% daily visit usage which is typical for a month of July. We are open about 19 hours less per week with our modified hours.
- The membership team and front line staff are spending a lot of time fielding questions from returning members and from those who are skeptical about returning. We are encouraging members who are on the fence about returning to come in and see the changes to the facility as well as to see what we have done and are doing on a daily basis to keep them safe.
- On August 31, we will have the entire facility open. Starting in September, we will be running our first full monthly member dues billing since we closed in March. The membership team has been contacting those with expired credit cards for updates so billing can go as smooth as possible.
- Kids Korner will still be closed at this time as it is an additional add-on fee for our members. We will continue to monitor guidelines and evaluate this area as things progress.
- The membership team has grown by one, temporarily, with Jeff Ney, the District's Sponsorship Coordinator, working at The Club to fill in for the departed Eddy Hernandez. Jeff will spend his first couple weeks at The Club getting to know the facility operations as well as learning the RecTrac software as it relates to Club functions. Jeff will be helping with membership sales and account management while he is stationed at The Club.

Operations and Fitness Departments:

Renew Active

The Club staff is reviewing a potential agreement with Renew Active. This will be with their Premium network offered to seniors through United Healthcare. They are currently offering a \$2,000 signing bonus if the agreement is completed by end of this month.

What it is:

- Our premium senior fitness benefit program that launches on January 1, 2021.
- A network of high-end facilities that services the United Healthcare Medicare Advantage population.

How it works:

- Your location will be listed on the Renew Active website and promoted to members throughout your community who are eligible plan holders of a United Healthcare Medicare Advantage plan.

- When an insured member presents a confirmation code to your location, you will enroll him or her with a standard membership at no additional cost to the member.

By participating in this program, your facility:

- Receives a subsidy for member visits each calendar month, \$35 per 1 visit in a calendar month (\$35 cap).
- Is not required to develop or deliver special programming or branding above and beyond existing normal services and privileges already being provided to members.

Other Operations and Fitness:

- Group Fitness classes have been going really well and are well attended. We have made a few minor adjustments based on member feedback and will be adding in one or two aquatic classes when the locker rooms reopen.
- We have capped the capacity of most group fitness classes at 15 people, with the exception of Zumba which can hold more as it takes place in the gym. The guidelines require 50% of room occupancy.
- We are holding the HIIT classes in the new renovated strength/HIIT area and can fit 15 participants in there very comfortably with room for them to significantly distance, if desired. We are currently evaluating the \$20 add-on fee starting in September for these classes due to the limited amount of participants we can host in a single class.
- Class attendance numbers are growing each week, with more reaching capacity. We will launch the MyZone reservation app in September; members will need to reserve a spot ahead of time via the app or through the front desk staff who can reserve for them.
- Locker room renovation is progressing really well. The floors have been completed and the lockers are starting to be installed. The lockers look amazing! Locker rooms are set to open on August 31.
- The activity pool has been opened for all physical therapy patients to allow for more open swim lanes in the lap pool for our members. We will be opening the activity pool up to 20 guests starting on August 31 for our membership, as well. We will be following all recommended guidelines and look forward to offering a safe environment for kids to enjoy the pool.
- Staff continue to do an excellent job with the new cleaning protocols and explaining new systems to members. The entire team has been supportive of the new cleaning expectations and understanding the importance of consistency.
- Club staff have filled the two vacancies for Full-Time Custodian. One will begin work in mid-August and will be covering the afternoon into evening (after close) shift for now. His role will focus on disinfecting, locker room cleaning, and floor maintenance. The second hire will start at the end of August and will begin training at The Club and eventually will transition to working custodial at all facilities. He will be trained at all of them and be available for support based on facility usage. This will allow the District more flexibility when staff are out for vacation and personal days. We look forward to both individuals joining our HEParks team.

Marketing The Club

Social Media

The Club Facebook – 1,626 followers in June 2020. 1,400 followers in July 2019.

The Club Instagram – 246 followers in June 2020. 143 followers in August 2019

The Club Twitter – 36 followers

General Marketing

- Continual edits to the website and designing e-blasts to go out to members.
- Promoting outdoor fitness classes.
- Promo for July and August, internal and alpha media, and Daily Herald.
- Social media monthly challenge and video interviews with members for social media

Website Traffic

The Club saw steady traffic increase on the website and on google until the middle of July.

July 12 was the highest google traffic day with 165 clicking our google business ad.

- After July 12, traffic decreased dramatically. On July 26, the daily click-through was 69.
- COVID cases began to increase locally as the month progressed.

The Club's Website saw the highest traffic between July 5 and July 12. This data matches google traffic.

Search History:

- The Club at Prairie Stone, search term, continues to increase. 20.85 % of the searches used the new facility name. (22.91% in June). The current name has slowly been gaining traction as a search term. Marketing has been working on increasing the name recognition of The Club through advertisements and social posts that highlight the new name.
- "Prairie Stone" continues to make up a high percentage of searches with 22.14% (composite of 7 search terms) (32.9% in June)
- People searching for "The Club" make up 0.37% of the searches in June.

Direct searches and google searches continue to be the highest driving force to the Club's website. HEParks.org and social media are behind. Continuing to run google adwords may be our best course of action while there is uncertainty surrounding fitness. The people searching for fitness using google at this time are the ones who are serious about fitness and not the casual gym visitors.

4,548 unique visitors to TheClubPS.com in July. 3,261 unique visitors in June.

A. Finance/Administration

- Processed applicable monthly and quarterly returns as required.
- Finalized inactivation of all PT staff whose positions were eliminated.
- Processed Club/TC/WRC cancellations, including attaching documentation to RecTrac household member.
- Cancelled 50+ monthly billing enabled memberships.
- Cancelled and refunded any punch passes relating to tennis that had remaining visits.
- Processed TC/WRC member holds in anticipation of August 1st billing.
- Refunded customer dance costume payments due to supplier never shipping costumes.
- New features/processes in RecTrac:
 - Upgraded RecTrac to version 3.1.10.04

- Created new hockey leagues
- Created new hockey billing structure
- Created Ladies League tickets for BPC
- Added online donation access for Faith Hoberg Endowment and sent a link for marketing purposes
- Payroll Cycle Processing
 - 07/10/20 \$211,747.37
 - 07/23/20 \$222,923.90

B. Administrative Registration/EFT Billing

- EFT Billings for:
 - a. Sponsorship/Marquee
 - b. ELC
 - c. Men's Hockey League
 - d. TC/WRC Fitness will bill August 1
- Administrative
 - a. Program Cancellations/Refunds
 - Fall Hockey
 - Preschool
 - b. Program Fee/Rule Adjustments
 - c. Updated Program/Pass online information
- Administrative Registration for:
 - a. Assistance with Phase 4
 - b. In-House Soccer
 - c. Hockey and Skating Camps
 - d. Adult Hockey
 - e. Adult Softball

C. Human Resources

- Processed two new part-time hires.
- Attended demos for applicant tracking software, MyNextHire and Greenhouse.
- Completed submission of additional audit documentation as requested by IMRF.
- Researched TimeClock Plus for time and attendance software.
- Completed Unemployment review for first quarter.
- Reviewed presidential order regarding suspension of FICA and related legal opinions.
- Received Unemployment for second quarter for review. The total claims for April through June were \$211,123. As these were COVID-19 claims, 50% of the total will be covered by the

federal government under the CARES act and the state recently approved covering the remaining 50%, so there will be no expense to the District.

- Developed COVID-19 hot spot table by county that is updated weekly and a corresponding personal travel procedure for staff.
- Developed a COVID-19 flyer for staff to help with decisions on what to do if they have been exposed or are experiencing symptoms.

D. Technology

- Updated Microsoft Exchange on July 16, 2020; this was required security updates in preparation of the migration of Exchange to the new server.
- In the process of upgrading Windows 7 desktops to new Windows 10 desktops, eight out of 20 desktops have been deployed.
- The HP Prodesk mini desktops purchased for the Reach TVs have been configured with Windows and necessary software.
- The Fortinet firewalls are installed and Sterling is in the process of configuring them. Once configuration has been completed, a cutover date will be scheduled.
- Addressed two hard drive failures on the NAS, as well as two failed battery back-ups, one each at BPC and WRC.



Cook County Board President Toni Preckwinkle speaks Saturday at a ceremony to officially open a new paved trail connecting Hoffman Estates neighborhoods to the Poplar Creek Trail system. JOHN STARKS/jstarks@dailyherald.com

Hoffman Estates trail link opens

BY DOUG T. GRAHAM
dgraham@dailyherald.com

Local leaders gathered Saturday morning to open the long-delayed east-west bike trail link along Shoe Factory Road from Route 59 west to the Canadian National railroad tracks in Hoffman Estates.

The project, which cost around \$470,000, paved a 0.7-mile stretch of what was a dirt and grass path to link existing paved paths.

Cook County Board President Toni Preckwinkle said at the ribbon-cutting that the new trail spur would connect Hoffman Estates residents to the nearly 9-mile Poplar Creek red loop trail, which is also paved, as well as many miles of unpaved trails.

"Trails are an important resource for healthy living, especially during this

pandemic," said Preckwinkle, also president of the Forest Preserves of Cook County. "Many people are rediscovering how wonderful it is to be outdoors in peaceful natural surroundings."

The village of Hoffman Estates, Hoffman Estates Park District and Cook County Forest Preserve District signed an intergovernmental agreement in February to get the project done during the 2020 construction season. It's seen as an important component in keeping bicyclists and pedestrians safely off a particularly busy stretch of Shoe Factory Road.

Hoffman Estates Mayor Bill McLeod said the project was eight years in the making, which he joked was just a blink of an eye in government time.

"We're very blessed in Hoffman Estates to have thousands

of acres of forest preserve within our municipal boundaries, and it really affects the quality of life of the people," McLeod said. "It is great to have part of the country in the city, and that's what your forest preserves do, Madam President."

The village secured 80% of the funding from the state, with the remaining 20% shared by the village, Hoffman Estates Park District and the forest preserves.

Keith Evans, the treasurer and a commissioner of the Hoffman Estates Park District, was the only official who rode his bike to the ceremony. He said he's long used the trail, and now it will be easier for residents to go between the sections of the village without having to drive a car.

"I can't wait to try it," Evans said.

Rods and reels donation a boon for HEParks

Submitted by Hoffman Estates Park District

DAILY HERALD 8-11-20

It was a perfect day for fishing when HEParks Athletics Manager Kyle Goddard received an email from Cabela's in Hoffman Estates stating that the outdoor outfitter had chosen Hoffman Estates Park District (HEParks) to receive a donation of around 100 rods and 75 reels.

Every year Cabela's collects gently used fishing equipment during its Spring Fishing Classic and donates them to local organizations to encourage people to be outdoors. This is the first year HEParks has received this donation.

"This donation is huge, not only for HEParks, but also for community members interested in learning to fish," said Goddard, who teaches in-person and social media-based fishing programs. "Fishing can be an expensive sport to begin. This donation allows fishing to be accessible to the entire community, as program participants no longer need to purchase equipment."

Interest in HEParks fishing programs has increased over the past few months as residents look for safe family activities.

"People are desperate to get outside. Fishing is one of the few sports where you can maintain complete social distancing. It is a perfect Phase 4 activity," said Goddard.

With this donation, the district is planning on increasing the fishing options offered to the community. Programs include free learn-to-fish events, introduction to fishing and advanced fishing techniques classes, and fishing derbies using the donated



COURTESY OF HOFFMAN ESTATES PARK DISTRICT STAFF

The manager of Cabela's, Hoffman Estates, HEParks Athletic Manager Kyle Goddard and Cabela's Special Events Manager Jennifer Tamburrino stand alongside rods and reels donated to the park district. Hoffman Estates Park District will use the donation to make learning to fish more accessible for the Hoffman Estates community.

equipment.

As COVID-19 restrictions lift, the district will look into developing an equipment rental system so that community members can enjoy the donation. The first program to use the

donated equipment will be the all-ages, Learn-to-Fish program beginning Aug. 11.

HEParks maintains 15 stocked fishing ponds across Hoffman Estates. These ponds contain a variety of fish,

including largemouth bass, bluegill, channel-catfish, and northern pike. It is free to fish in the district with a fishing license.

For information on fishing, visit heparks.org/fishing.

8-13-20

HEParks reopens soccer registration

Submitted by Hoffman Estates Park District

In response to the decision by school Districts 15 and 54 to begin the school year virtually, Hoffman Estates Park District reopened fall soccer registration to provide parents an option for physical fitness and in-person socialization for U5-U18 children.

This two day a week program includes one weekday practice and one weekend intrasquad

scrimmage.

Register online at heparks.org with program ID# 169501 through Friday, Aug. 14. Scholarships are available for those who qualify.

The fall soccer program follows the Restore Illinois Phase 4 All Sports Guidelines.

• Submit 'Your News' at www.dailyherald.com/share.

DAILY HERALD 8-20-20

Meet Birds of Prey on display Aug. 23

• 1 to 3 p.m. Sunday, Aug. 23, Vogeley Park, 650 W. Higgins Road, Hoffman Estates. Take a stroll through the Mew Viewing Area, where bird handlers are on hand to allow patrons an up-close look at these birds. Birds are set up either in their enclosures or outside the enclosure on the glove of a handler. For the safety of the birds and humans, viewers are spaced six feet apart in small group clusters. Masks are required. For more information, visit www.heparks.org.

RECAP OF WEEKLY UPDATES TO THE BOARD

Updates 07.24.2020

Upcoming Events

- **Jul 24 - Trivia Night by The Trivia Guys**
- **Aug 2 - Birds of Prey on Display**
- **Aug 7 - Fortnite Tournament**
- **Aug 23 - Birds of Prey on Display**
- **Aug 28 - Disney Trivia by The Trivia Guys**

IAPD Board Self-Evaluation

The IAPD Board Self-Evaluation has been confirmed for Thursday, September 3 at 6:00 p.m. The meeting will take place at Bridges of Poplar Creek and dinner will be provided. Monica will distribute the IAPD questionnaire early next week.

Sexual Harassment Training

Public Act 101-0221 was signed by Governor Pritzker which requires all Illinois employers to provide sexual harassment training to their employees/Commissioners/Community Representatives each year. It is a legal requirement that all complete this training. Please review the training slides which are attached to this email. After reviewing the training slides, please print and sign the certificate of participation page at the end, indicating that you have read and understood the information presented. Please give the signed certificate to Craig/Monica at the July or August Board/Committee Meetings.

IAPD Leadership Classic Golf Outing

Monday, August 10: Bridges of Poplar Creek Country Club (Hoffman Estates Park District)

The District is receiving one foursome as the host of the golf outing. If you are interested in playing, please let Monica know.

HEChamber 30th Annual Golf Outing

Thursday, September 24, 2020

Bridges of Poplar Creek Country Club

The District still plans to sponsor as we have in the past to support the District's local businesses. The sponsorship provides one foursome for us. Please let Monica know if you are interested in playing.

IAPD Best of the Best Awards Gala

Friday, October 16

Chevy Chase Country Club (Wheeling Park District)

Cocktail Reception at 6:30 p.m.

Dinner at 7:00 p.m.

The District may still apply for some awards, but is currently not planning on attending the dinner, unless a Commissioner would like to go. The dinner will be limited to 50 people. Please let Monica know if you are interested in attending.

Wishing Commissioner Keith Evans a very Happy Birthday on Sunday!



Sexual Harassment Training Slides were attached to this email

Updates 07.31.2020

Upcoming Events

- [Aug 2 - Birds of Prey on Display](#)
- [Aug 5 - Blood Drive](#)
- [Aug 7 - Fortnite Tournament](#)
- [Aug 23 - Birds of Prey on Display](#)
- [Aug 28 - Disney Trivia by The Trivia Guys](#)

HEParks Awarded \$97,785 Grant for the ELC!!

The District was awarded a grant for \$97,785 by The Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) to be used for the Early Learning & Care program. The grant can be used for expenses regarding inventory, equipment, staff compensation, technology, and other costs of operation incurred July 2020 through September 2020. There will be a second round of grants for the months of October and November. Special thanks to Natalie Wood, Early Childhood Program Manager, for her efforts with the application.

HEParks All Sports Guidelines

The Illinois Department of Commerce & Economic Opportunity published the All Sports Policy on July 29 as part of Phase 4 of the Restore Illinois Plan. The All Sports Policy divides sports into risk categories based on contact, group size, and ability to socially distance while playing. The comprehensive plan from the State of Illinois is attached. Guidelines go into effect statewide on August 15, 2020. Also attached are the sports offered by the District with the steps the District is taking to conform to the new guidelines.

Poplar Creek Trail System Ribbon Cutting

Saturday, August 1 @ 10:00 - 10:45 a.m.

Location: Bridlewood Road & Shoe Factory

IAPD Board Self-Evaluation

IAPD has requested all online surveys be completed by August 13.

NRPA Virtual Conference

The 2020 NRPA Annual Conference: A Virtual Experience (NRPA Virtual) will take place October 27–29. It is \$295 for members. Please let Monica know if you are interested in attending (virtually).

The following was attached to the email

All Sports Guidelines

The Illinois Department of Commerce & Economic Opportunity published the All Sports Policy on July 29 as part of Phase 4 of the Restore Illinois Plan. The All Sports policy divides sports into risk categories based on contact, group size, and ability to socially distance while playing. The comprehensive plan is available online from the State of Illinois. Guidelines go into effect statewide on August 15, 2020.

How does the All Sports Policy affect the programs at HEParks?

Below you will find the sports offered at HEParks with the steps the district is taking to conform to the new guidelines. If you have any questions about any guidelines reach out to [Alisa Kapusinski](mailto:Alisa.Kapusinski@heparks.org), Director of Recreation, at akapusinski@heparks.org or 847-781-3634.

High-Risk Programs

These programs can have only non-contact practices and trainings.

Football

- Hoffman Hawks runs the football program. Please reach out to them directly for information on league play changes at HoffmanHawks.org.

Hockey

- Youth and Adult Hockey Leagues will not run in the fall.
- Clinics and skills training programs will run in the fall. Staff is developing high-intensity training programs for players displaced from league play.

Martial Arts

- Will continue to run with skills and drills classes.

Medium-Risk Programs

Non-contact practices and trainings are permitted, and intra-team scrimmages are allowed with parental consent. Competitive play is not permitted.

Basketball

Fall Adult Leagues

- Due to restrictions associated with competitive play, the adult league is unable to run.

Youth Summer Leagues

- Will continue to practice with weekend intra-team scrimmages.
- Current youth summer league players will receive communication regarding parental consent from the program manager. Youth are unable to play without parental consent.

Racketball

- No league games.
- Singles play only.

Soccer

- 3rd grade and up Inter-village league is now an in-house league.
- All Soccer players in each age group will join a team with up to 25 players. Each 25 person team will scrimmage within their group on Sundays.
- Current youth summer league players will receive communication regarding parental consent from the program manager. Player consent is mandatory for participation.

Low-Risk Programs

Players can participate in Intra-conference or Intra-EMS-region or intra-league play/meets only. State- or league-championship game/meet is allowed for low-risk sports only. Minors may participate in intra-team scrimmages, no-contact practices, and training with parental consent. Competitive play is not allowed.

Baseball and Adult Softball

- Players are required to maintain 6 feet apart in dug-outs. If unable to maintain distance, then players must spread out around the dug-out. HEParks is requiring masks to be worn within dug-outs.

Gymnastics

- Staff is currently evaluating if fall gymnastics will be offered. Additional cleaning procedures are being created.

Figure Skating

- Freestyle and private lessons will remain as scheduled.
- Group skating lessons will be available in fall.

Fishing

- There are no changes to the program.

These additional sports programs do not fall under the new guidelines and will run as currently scheduled:

- Pre-K Sports Enrichment/Sports Instructional Programs
- Golf lessons
- Tennis/Pickleball

Field and Ice Rentals - Available for practices only. Game play is not allowed. *Updated 7/30/2020 9:30a*



ALL SPORTS POLICY

RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

PART OF PHASE 4 OF RESTORE ILLINOIS PLAN

APPLICABLE TO EACH REGION UPON TRANSITION TO PHASE IV | ISSUED ON JULY 29, 2020 | EARLIEST EFFECTIVE DATE AUGUST 15, 2020

The Revitalization Phase of the Restore Illinois public health approach to reopening the Illinois economy includes larger gathering sizes, additional businesses reopening and increased capacities. We must all continue to social distance, frequently wash our hands and cover our faces to maintain progress in overcoming COVID-19.

This guidance pertains to all youth and adult recreational sports, including, but not limited to, school-based sports (IHSA & IESA), travel clubs, private leagues and clubs, recreational leagues and centers, and park district sports programs. This guidance does NOT pertain to professional sports leagues or college division level sports.

These guidelines do not apply to adult sport activities subject to existing DCEO guidance identified below:

- For golf, refer to [existing guidance](#) on the [DCEO website](#).
- For tennis, refer to [existing guidance](#) on the [DCEO website](#).

This guidance will be regularly updated as public health conditions change and new information becomes available.

HIGHER RISK	MEDIUM RISK	LOWER RISK
Boxing	Basketball	Archery
Competitive Cheer	Fencing	Badminton
Competitive Dance	Flag Football or 7v7 Football	Baseball *
Football	Paintball	Bass Fishing *
Hockey	Racquetball	Bowling
Lacrosse	Soccer	Climbing
Martial Arts	Volleyball	Crew
Rugby	Water Polo	Cross Country*
Ultimate Frisbee	Wheelchair Basketball	Cycling *
Wrestling		Disc Golf
		Golf
		Gymnastics *
		Horseback Riding
		Ice Skating *
		Ropes Courses *
		Sailing, Canoeing, Kayaking *
		Sideline Spirit *
		Skateboarding
		Softball *
		Swimming/Diving *
		Tennis
		Track and Field *
		Weight Lifting *

* With safety measures.
See full table for detailed guidance

ALL SPORTS POLICY

The level of play allowed is dictated by current public health conditions.

Below are the **Type of Play Levels**:

Level 1	No-contact practices, and trainings only
Level 2	Intra-team scrimmages allowed, with parental consent for minors; no competitive play
Level 3	Intra-conference or Intra-EMS-region or intra-league play/meets only; state- or league-championship game/meet allowed for low-risk sports only
Level 4	Tournaments, out-of-conference/league play, out-of-state play allowed; championship games allowed

Current Conditions Allow for the Following Types of Play per Sport Risk Level:

- Low-risk sports can currently play at Levels 1, 2, and 3
- Medium-risk sports can currently play at Level 1 and 2
- High-risk sports can currently play at Level 1

¹ EMS Regions are the 11 regions IDPH uses for the Restore Illinois boundaries

The following sports are considered low risk IF the below mitigations are met.

Baseball	At least 6-feet apart in dugout areas, or players seated 6-feet apart in bleachers behind dugout, otherwise considered Medium
Bass Fishing	Limit number of individuals on boat to allow for social distancing, otherwise Medium
Cross Country	If number of teams is significantly limited and physical workspace guidelines followed
Cycling	Individual or use only every other track in velodrome, otherwise Medium
Gymnastics	If able to clean equipment between participants, otherwise Medium
Ice Skating	If singles only, otherwise Higher
Ropes Courses	If able to socially distance and clean between each individual, otherwise Higher
Sailing, Canoeing, Kayaking	If limited number on boat to socially distance, otherwise Higher
Sideline Spirit	If 6-feet apart and no stunts or lifts, otherwise Higher
Softball	If at least 6-feet apart in dugout areas, or players seated 6-feet apart in bleachers behind dugout, otherwise considered Medium
Swimming/Diving	If restricted to single lane and singles diving; no relays, synchronized swimming, or paired diving, otherwise Medium
Track and Field	Lower if delayed starts, every other track, and cleaning of equipment between usage; otherwise Medium
Weight Lifting	If able to clean between each individual, otherwise Medium

Updates 08.06.2020

Upcoming Events

- [Aug 7 - Fortnite Tournament](#)
- [Aug 23 - Birds of Prey on Display](#)
- [Aug 28 - Disney Trivia by The Trivia Guys](#)

Poplar Creek Trail System Ribbon Cutting

Please see attached for photos from the ribbon cutting ceremony on Saturday, August 1. Also, Commissioner Keith Evans is featured in the Cook County Forest Preserve's press release for the event: [Press Release](#)

IAPD Board Self-Evaluation

IAPD has requested all online surveys be completed by August 13 (one week from today).

Community Representative Vacancy

Due to Hap Wittkamp's resignation, there is a current vacancy for a Community Representative on the Recreation Committee. We have added an Executive Session to the August Regular Board Meeting to allow the Board an opportunity to discuss current candidates.

IAPD Webinar: Playgrounds Must Be Accessible and Safe

Join IAPD for a two part series and listen to John McGovern (WT Group) and Tony Malkusak (CPSI) as they review the federal regulatory playground requirements in the Americans with Disabilities Act (ADA) and discuss how these interface with the American Society for Testing Materials (ASTM) voluntary playground safety standards.

Member price: \$10 / CEUs: 0.1

Part 1 – Wednesday, August 26 @ 9:00 a.m.- 10:15 a.m.

Part 2 – Thursday, September 3 @ 9:00 a.m. – 10:15 a.m.

Please let Monica know if you are interested and she will register on your behalf.

NRPA Virtual Conference

The 2020 NRPA Annual Conference: A Virtual Experience (NRPA Virtual) will take place October 27–29. It is \$295 for members. Please let Monica know if you are interested in attending (virtually).

The following photos were attached to the email





Updates 08.14.2020

Upcoming Events

- [Aug 23 - Birds of Prey on Display](#)
- [Aug 28 - Disney Trivia by The Trivia Guys](#)

IAPD Leadership Classic Golf Outing

Monday, August 24: Orchard Valley Golf Course – Fox Valley Park District

11:30 a.m. – 6:30 p.m.

The District is willing to pay for any Commissioners who wish to play. If you are interested in playing, please let Monica know.

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Part 2 – Thursday, September 3 @ 9:00 a.m. – 10:15 a.m.

Please let Monica know if you are interested and she will register on your behalf.

IAPD Leadership Institute - Seminar

Thursday, September 17, 2020

6:00 p.m. – 9:00 p.m.

Schaumburg Golf Club

\$125 for members. Please let Monica know if you are interested in attending and she will register on your behalf.

HEChamber Illinois Legislative Virtual Update

Friday, September 18, 2020

12:00 – 1:00 p.m.

Featuring Senator Cristina Castro, Senator Ann Gillespie, Senator Dan McConchie, Senator Laura Murphy, Representative Fred Crespo, Representative Tom Morrison, Representative Michelle Mussman, and Mayor William D. McLeod

Please let Monica know if you are interested and she will register on your behalf. It is free to attend.

HEChamber 30th Annual Golf Outing

Thursday, September 24, 2020

Bridges of Poplar Creek Country Club

The District is sponsoring the event and the sponsorship provides one foursome for us. Please let Monica know if you are interested in playing.

IAPD Best of the Best Awards Gala

Friday, October 16

Chevy Chase Country Club (Wheeling Park District)

Cocktail Reception at 6:30 p.m.

Dinner at 7:00 p.m.

The District has applied for awards, but is currently not planning on attending the dinner, unless a Commissioner would like to go. The dinner will be limited to 50 people. Please let Monica know if you are interested in attending.

NRPA Virtual Conference

The 2020 NRPA Annual Conference: A Virtual Experience (NRPA Virtual) will take place October 27–29. It is \$295 for members. Please let Monica know if you are interested in attending (virtually).