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**MINUTES  
RECREATION & FACILITIES COMMITTEE MEETING  
August 17, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on August 17, 2021 at 7:20 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Chhatwani, Comm Reps Beranek, Henderson, MacGregor, McIlrath

Absent: Commissioner Kaplan, Comm Rep Macdonald

Also Present: Executive Director Talsma, Director of Recreation Kapusinski, Director of Golf & Facilities Bechtold, Director of Finance Hopkins, Director of Administrative Services Cahill, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Friedman, McGinn, Dressler, Evans, community member (previous Commissioner) Michael Bickham

**2. Approval of Agenda:**

Comm Rep Beranek made a motion, seconded by Comm Rep MacGregor to approve the agenda as presented, with agenda topic numbers corrected. The motion carried by voice vote.

**3. Approval of the Minutes:**

Comm Rep Beranek made a motion, seconded by Comm Rep MacGregor to approve the minutes of the July 20, 2021 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

**A. Triphahn Center – Garibaldi’s Liquor License / M21-071**

Executive Director Talsma stated that Director Kapusinski oversees the hockey leagues, including the adult hockey league. Garibaldi’s currently serves food at Seascope and Canton Crossings, and they had a counter open in the Triphahn Center before COVID. We are requesting the ability to serve beer and wine during and after the games for the adult hockey leagues. This would be favorable to bring teams and other leagues to our facility.

Executive Director Talsma stated that Garibaldi’s would obtain the liquor license through the Village of Hoffman Estates through an application and interview process. He also said that we have not spoken to the Hoffman Estates Police Department at this point.

Director Kapusinski stated that adult hockey leagues are popular at private rinks, mostly due to the sale of liquor. We have a six-team league, and are hoping for a larger league. Adult hockey is a social event, and the main factor in attracting more teams is liquor sales.

Commissioner Dressler asked if this would increase our liability. Executive Director Talsma responded that it doesn’t increase our cost of insurance to cover the liability. Yes, if someone is overserved and something happened, we would likely be named in a lawsuit. Executive Director Talsma added that we do serve alcohol at Bridges, including golf outings and weddings, where the hours are longer. Garibaldi’s would have the first level of liability as the server.

Commissioner Evans asked what the hours of liquor sales would be. Executive Director Talsma responded that the hours would likely be 7:00 to 12:00 p.m. during the week, in addition to the weekend evening hours, and possibly during tournaments if we host them.

Commissioner McGinn asked what the cost of the license would be. Executive Director Talsma said that there are two levels, which may be \$1,500 ad \$3,000, and the more expensive license is for locations which are open later (beyond midnight). We may share the cost of the license with Garibaldi’s. That is yet to be determined.

Commissioner McGinn asked if having the liquor license would change our rates through PDRMA. Executive Director Talsma stated that no, our rates could only increase if we have negative history; they are not based on providing the service.

Commissioner Evans asked if we need to notify the neighborhood. Executive Director Talsma stated that we would follow any rules that go along with obtaining the license.

Commissioner Friedman asked if we have had any issues with this group of hockey players. Executive Direct Talsma responded that we have not had any issues. We do pick up beer cans from the parking lot every weekend, so if they are going to be consuming it, we could be getting the revenue. We are also hoping to bring back tournaments, so that would help with the revenue as well.

Comm Rep MacGregor made a motion, seconded by Comm Rep Henderson to send the Triphahn Center – Garibaldi’s Liquor License Memo M21-071 to the full board as presented. The motion carried by voice vote.

B. Recreation Board Report / M21-070:

Director Kapusinski highlighted the following:

1. Digital Program Guide

- We published a new digital Program Guide for Fall. Due to the pandemic, we switched last year from a print version to a PDF version, and the community got used to using this, and many opened it on their phones. However, Android users cannot open a PDF on their phones. Therefore, we switched this year to a non-PDF format, which is all web-driven. This has been very successful.
- You can pick what you look up, and they system “talks” to RecTrac, so you can register by clicking through the guide. You can look up anything by age or topic. RecTrac is live, and updates/edits/removal of programs is immediate in this system. We are one of five park districts in the state of Illinois to launch this format. The front desk staff is a great help if anyone needs help logging in.
- During the summer session, we had around 70% of people register for programs online.
- Executive Director Talsma gave kudos to the Communication and Marketing team for getting the online program guide up and running. It was costing us over \$100,000 to print the program guides, and would have had to generate between \$300,000 and \$400,000 in new business to make it worthwhile.
- Comm Rep Henderson asked if people can still walk in to register. Director Kapusinski said that yes, you can still walk in, and there are a few copies of the program printed out so the front desk staff can walk through the guide with someone.
- Commissioner Evans asked if there is a shopping cart. Director Kapusinski responded that yes, you may add multiple items to a cart before checking out.

## 2. New Staff

Director Kapusinski announced the hiring/transition of two full-time staff members.

- Jodi Schultz is currently the Camp/STAR Program Manager. She will be transitioning to the Triphahn Facility Manager, and will oversee senior programs, fitness programming, and will supervise Brian Johnson, our Triphahn Center Operations Manager who oversees the front desk and rentals. Jodi's current position is posted and we are accepting applications.
- Steve Dietz is our new Willow Facility Manager, filling the vacancy from Deb Albig's retirement. Steve comes to us from the Arlington Heights Park District and lives in North Hoffman. Part of Steve's role will be to oversee the new E-Sports Zone.

## 3. Year-to-Date Revenue

Director Kapusinski highlighted the following revenue items:

- We budgeted the same number for camps that we reached last year. At the end of July, we are already exceeding the budget by \$224,000.
- The basketball academy was budgeted for \$5,000 in revenue, and we are already at \$34,000. Baseball is also doing well.
- The numbers for soccer have met our budget without including any fall soccer registrations.
- The numbers for hockey have met our budget without including any fall hockey registrations.
- In general, our programs are running well and we are proud. In addition, our seniors are eager and active.

Commissioner McGinn asked about Willow, noticing that membership numbers are down. Executive Director Talsma responded that there isn't a real health club there (2 treadmills, 2 bikes and some weights). In addition, we have not had a manager there for seven months, so we are hoping for some new ideas with the hiring of Steve Dietz. We tried to get a PARC grant to revitalize the facility, but did not receive it.

Commissioner Dressler commented that the small library is being renovated by the Hoffman Estates Library, after they passed a referendum. Director Kapusinski stated that we have only 29 racquetball members. Commissioner Dressler suggested that the racquetball courts be turned into indoor pickle ball courts. Executive Director Talsma noted that is an idea, but this is currently the only location for the racquetball players. Staff will be working on other ideas for 2022.

Comm Rep Henderson made a motion, seconded by Comm Rep MacGregor to send the Recreation Board Report to the full Board as presented. The motion carried by voice vote.

C. Facilities Board Report / M21-072:

Director Bechtold highlighted the following for Bridges:

- This past month has been the best we've had for golf in the last five years.
- Storm damage: we lost nine trees completely (removed), and six additional trees lost 25% or more of their branches. These additional trees were trimmed up if needed and are marked for a fall/winter removal. The staff did a great job of reacting quickly and cleaning up.
- Weddings/golf outings: We've had five outings with food and beverage, plus two weddings with 150 or more people. Our showings had been up recently, but the last two weeks they are down, likely due to the surge in the Delta variant. We are still facing a challenge in terms of receiving product and keeping food/offerings consistent. Sergio Cabral and Jennifer Fuller are doing a good job shopping for product and finding good costs and quality.
- Executive Director Talsma reminded everyone that the City of Chicago passed an indoor mask mandate, and if this goes to a county and/or state level, this could affect weddings and fitness centers.

Director Bechtold highlighted the following for The Club:

- July was a good month for memberships, with 97 new members, and we are on pace for 100 new members for August. We will also keep track of cancellations.
- 77% of our members are using the club
- Sarah Koeckritz and her team hosted three pop-up classes, with a good turnout of 46 total participants.
- Our Kids Club was set to open in mid-August, aligned with the start of school. However, we have decided to put this on hold and are looking at having it tied to certain programs and either charging a nominal fee or no fee to have the kids club available for those programs only. This should save The Club approximately \$30,000 over the course of a year, by not operating it as a drop-in service.

Commissioner Dressler asked what the demographics are of the age of new members. Director Bechtold responded that in June, the average age was definitely lower, and the student memberships had reached a record high. Executive Director Talsma added that

we have received positive feedback to the newly designed weights area. It seems the younger crowd can be found in the weight/HIIT area, with the older patrons in the cardio areas. Commissioner Dressler gave kudos to Brian for the positive changes, saying the energy just feels higher in The Club.

Director Bechtold added that the spin classes are being held in the larger tennis court area, giving the ability to spread out.

Commissioner Evans asked what the spin room is currently being used for. Director Bechtold responded that they are currently refinishing the floors, but the area will likely be used as a stretching space.

Comm Rep Beranek made a motion, seconded by Comm Rep MacGregor to send the Facilities Board Report to the full Board as presented. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep MacGregor enjoyed the park tour, and said it had fantastic drone footage. He attended a disc golf tournament at Black Bear Park on Saturday, August 14 with about 65 people competing. The event was organized by a couple of teens and their father, and participants ranged in age from 13 to 50 years old. The low score was 14 under. The star of the show was the course and the work that went into it recently.

Comm Rep Beranek was excited to see her house in the Huntington Park drone footage, and is looking forward to the changes there.

Comm Rep McIlrath thanked everyone for getting all of the storm damage cleaned up so quickly.

Executive Director Talsma welcomed Comm Rep McIlrath to her first full Rec Committee meeting, saying she brings a lot of family experience with the park district to the table.

President Kinnane welcomed back former Commissioner Michael Bickham, saying it was good to see him.

Chairman Chhatwani welcomed Jen McIlrath, and thanked Dustin Hugen and his staff for the quick storm cleanup. She also said that the virtual tour was amazing, but she did miss the bus tour and the turkey sandwich, and finally noted that Commissioner Evans asks very good questions.

**8. Adjournment:**

Comm Rep MacGregor made a motion, seconded by Comm Rep Henderson to adjourn the meeting at 8:39 pm. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant