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**MINUTES  
REGULAR BOARD MEETING NO. 1072  
December 21, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on December 21, 2021 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Kinnane, Commissioners Chhatwani, Dressler, Evans, Friedman, Kaplan, and McGinn

Absent:

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

Audience: Comm Rep Winner

**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 amended with the Pledge of Allegiance. The motion carried by voice vote.

**4. Recognition**

President Kinnane presented the Retirement Proclamation for Juan Ocegueda.

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

Commissioner Chhatwani made a motion, seconded by Commissioner McGinn to recess the Board Meeting at 7:04 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

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

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to reconvene to the Regular Board Meeting at 8:48 p.m. The motion carried by voice vote.

Comm Rep Winner left the meeting.

**7. Approval of the Minutes:**

Commissioner Dressler made a motion, seconded by Commissioner Chhatwani to approve the minutes of the Committee of the Whole meeting held November 16, 2021 as presented. The motion carried by voice vote.

Commissioner Chhatwani made a motion, seconded by Commissioner Kaplan to approve the minutes of the Special Board meeting held November 16, 2021 as presented. The motion carried by voice vote.

Commissioner Chhatwani made a motion, seconded by Commissioner Kaplan to approve the minutes of the Regular Board meeting held November 23, 2021 as presented. The motion carried by voice vote.

Commissioner Dressler made a motion, seconded by Commissioner Chhatwani to approve the minutes of the Public Meeting held December 14, 2021 as presented. The motion carried by voice vote.

**8. Comments from the Audience:**

None.

**9. Consent Agenda:**

Commissioner Dressler made a motion, seconded by Commissioner Chhatwani to approve the consent agenda items B through J. Item A was moved to New Business.

On a Roll Call: Carried 7-0

Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn, Kinnane

Nays: 0

Absent: 0

B. Debt Policy / M21-117 (see A&F December packet)

C. Personnel Policy Manual Update / M21-119 (see A&F December packet)

D. 2022 ICA's For Tumbling Times, Illinois Shotokan Karate, Inc., Options Basketball, and HUSC / M21-111 (see A&F December packet)

E. Shift in Budget Cycle / M21-122 (see A&F December packet)

F. Administrative Services Report / M21-118 (see A&F December packet)

G. Administration & Finance Report / M21-114 (see A&F December packet)

- H. Open and Paid Invoice Register: \$811,209.43 (see A&F December packet)
- I. Revenue and Expenditure Report and District-Wide Operations Statement (see A&F December packet)
- J. Acceptance of A&F Minutes 11/23/2021 (see A&F December packet)

**10. President's Report:**

President Kinnane reported that he was very impressed with the TopTracer facility and thinks it will be a big hit. He also attended Breakfast with Santa and the Winter Wonderland, both were a great time. Thank you to staff for making these events happen.

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

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

**12. Old Business:**

None

**13. New Business:**

- A. Updated 2022 Working Budget; Updated Fund Balances and Charts; Updated 2022 Division Goals and Objectives; Amended Org Chart with Approved Positions M21-116

Commissioner Evans noted that he would like to allow the Buildings and Grounds and Recreation and Facilities Committees to have an opportunity to review the proposed TopTracer bathroom facility plans and budget before proceeding with the project. Commissioner Dressler made a motion, seconded by Commissioner Chhatwani to approve updated 2022 working budget including updated fund balances and charts, updated division goals and objectives, and amended org chart with approved positions, with the caveat that the proposed \$250,000 golf course TopTracer bathroom will not be approved until January 2022.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn, Kinnane  
Nays: 0  
Absent: 0

- B. Tax Levy Ordinance O21-003 / M21-115

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the District's 2021 annual tax levy Ordinance O21-003 in the amount of \$10,610,000.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

C. Bond Abatement Ordinance O21-007 / M21-107

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve Ordinance O21-007, abating taxes levied for the District's bonds for the 2021 Levy.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

D. 2022 B&A Ordinance O21-005 / M21-116

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the final 2022 Budget & Appropriation Ordinance.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

E. PTELL Reduction Ordinance O21-006 / M21-108

Commissioner Dressler made a motion, seconded by Commissioner McGinn to approve the Ordinance O21-006, directing the Cook County Clerk to apply 100% of any tax reduction to the General Fund.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

F. Surplus Ordinance O21-008 / M21-120

Commissioner Chhatwani made a motion, seconded by Commissioner Kaplan, to approve the Surplus Ordinance O21-008, authorizing the disposal, sale or trade-in of surplus property owned by the Hoffman Estates Park District.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

G. Review/Release of Executive Session Minutes R21-004 / M21-123

Executive Director Talsma noted that there were no minutes to be released at this time.

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve Resolution R21-004 “Review of Closed Session Minutes” as presented.

On a Roll Call: Carried 7-0  
Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, McGinn,  
Kinnane  
Nays: 0  
Absent: 0

H. 2022 Calendar of Board/Committee Meetings M21-121

Executive Director Talsma noted that the 2022 calendar of meetings takes into account the change in budget cycle, with the Committee of the Whole and tentative budget approval taking place in December. In addition, the Board meetings will begin at 7:00 p.m. in January, April, July and October, when the board presents longevity recognition, Best of Hoffman and Employees of the Quarter. All other months will start with the A&F Committee at 7:00 p.m., followed immediately by the Board meeting.

Commissioner Evans made a motion, seconded by Commissioner McGinn, to approve the 2022 Calendar of Board/Committee meetings as presented. The motion carried by voice vote.

**14. Commissioner Comments:**

Commissioner Evans attended the Winter Wonderland event, which was great. The TopTracer is a nice facility. He thanked his fellow commissioners and Executive Director Talsma for listening to his opinions regarding the approval of the TopTracer bathroom project.

Commissioner Friedman said that the TopTracer facility is great. Also, he brought his granddaughter to the Winter Wonderland event. Staff did a very nice job.

Commissioner Chhatwani wished everyone Happy Holidays.

Commissioner Dressler wished all a Happy Holidays, and added that she had a blast at the Winter Wonderland event. She noted that we could probably sell out a third sitting for breakfast with Santa! She was comfortable in the rain at TopTracer, and thanked the staff for including her in the event.

Commissioner McGinn noted that Santa's breakfast was great, as well as Winter Wonderland. He added a shout out to Andre (groundworker who made the omelettes). Thank you to the staff for your hard work and flexibility.

Commissioner Kaplan said that Winter Wonderland was nice. TopTracer exceeded his expectations, and the food was very good.

**15. Adjournment:**

Commissioner Chhatwani made a motion, seconded by Commissioner Evans to adjourn the meeting at 9:18 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant