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**MINUTES  
RECREATION & FACILITIES COMMITTEE MEETING  
January 18, 2022**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on January 18, 2022 at 7:44 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Chhatwani, Commissioner Kaplan, Comm Reps Beranek, Henderson, Macdonald, MacGregor, McIlrath (phone)

Absent: None

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Recreation Kapusinski, Director of Golf & Facilities Bechtold, Director of Administrative Services Cahill, Director of Administration and Finance Hopkins, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Friedman, McGinn, and Evans

**2. Approval of Agenda:**

Comm Rep Macdonald made a motion, seconded by Comm Rep Beranek to approve the agenda as presented. The motion carried by voice vote.

**3. Approval of the Minutes:**

Commissioner Kaplan made a motion, seconded by Comm Rep Beranek to approve the minutes of the October 19, 2021 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Recreation Board Report and 4Q Goals / M22-001:

Director Kapusinski highlighted the following:

- Pat Bodame has left the District and the Parks industry entirely to go into medical sales.
- Liz Blake was our aquatics manager who will be moving to Indiana with her husband.
- All of the numbers in the report summarize where we ended our fall programming. Next month will include the current winter program enrollment.
- December had several special holiday-oriented events: Breakfast with Santa which offered a few new activities, including the TopTracer soft opening; Santa Drive-By; Seniors Holiday Party and other holiday events.
- The STAR program is being effected by the staffing shortage in District 15. All buses have been running late, so effective February 23, school start and end times will shift as bus schedules are adjusted. Due to this, Whitely and Thomas Jefferson STAR locations will have longer coverage times, which will mean higher fees. Families have already begun receiving communication. There will be another change for the fall.
- In athletics, the basketball programs are up and running, and we were able to add three teams from the waitlist, for a total of 290 players in the program.
- The ice program remains popular, with 51 skaters who came to Try Hockey for Free, and 75 skaters came to Try Figure Skating for Free. Fall figure skating had 336 skaters, compared to 207 last fall.
- Seascape passes are on sale: we have sold 89 passes for 2022 as of December 31.
- We have begun hiring for summer lifeguard and camp positions.

Commissioner Chhatwani asked what time the school is now starting. Director Kapusinski stated that Thomas Jefferson (D15) is moving from a 7:50 to 8:30 a.m. start. Whitely (D15) is moving from 8:30 to 9:15. She added that staff has reached out to the schools regarding additional space, as we are expecting an uptick due to the later start times.

Executive Director Talsma noted that the District worked closely with Cook County to adjust the vaccine mandate. Many of our youth programs would have been affected if this was not changed. Commissioner Friedman said this was well-received by many coaches. Comm Rep Beranek thanked Executive Director Talsma for sharing the emails, noting they were eloquently written and she was impressed by what he was able to accomplish.

Comm Rep MacGregor made a motion, seconded by Comm Rep Macdonald to send the Recreation Board Report and 4<sup>th</sup> Quarter Goals to the full Board as presented. The motion carried by voice vote.

B. Facilities Board Report and 4Q Goals / M22-007:

Director Bechtold highlighted the following for Bridges:

- We had golf in December through the 17<sup>th</sup>. This is the latest date we can remember for golf.
- The TopTracer facility opened December 10 for a VIP event which went well. Then, from December 10 through the end of the month we had 198 hours of rental, without much publicity at all. A full opening is planned for March. The facility is closed until then, as we cannot pick up range balls in the snow. He added that there are still supply chain issues with range balls.
- Breakfast with Santa had 275 attendees. Santa was in the room this year; tables were spread out; everything flowed well.
- In terms of other event bookings, there was one holiday event canceled (125 planned attendees); one meeting was changed to meeting only (no food); early 2022 weddings have been contacted and those clients are looking at other locations due to the vaccine mandate.
- Winter golf course maintenance began after the last round on December 17. PJ Bugay followed final golfers and put sand on the greens to protect them. The staff is working on maintaining the equipment for the winter.

Commissioner Kaplan stated that he has seen another TopTracer-style facility advertise on Facebook and they are still open. Director Bechtold replied that Itasca is still open since they have turf and can plow the snow and pick up balls. He added that another facility, Green Valley on Lake Street, is closed in January and February.

Director Bechtold highlighted the following for The Club:

- We gained 168 new members for the year.
- Staff is doing a great job handling the vaccine mandate.
- The business department offered a great system for quickly entering vaccine information and only having to enter it once per member.
- We offered cancelations and free holds. We have taken about 140 cancelations and 147 holds (these are free while the vaccine mandate is in place, and once lifted, they will automatically reactivate).
- All other fitness centers in Cook County are following the vaccine mandate as well.
- The C&M department is putting together a google tour of The Club. Staff came after hours on a Sunday for 4-5 hours to take photos for the tour.
- We have held a couple of Parents Night Out events which were well received.

Commissioner Kaplan asked if we have had to call the police at all over the vaccine mandate. Executive Director Talsma responded no, we have not.

Comm Rep MacGregor asked about the lack of towels at The Club. Executive Director Talsma stated that we removed them in the beginning of COVID for cleanliness reasons, but have realized a cost saving without them. We lost many to theft when we were using them, approximately 3,000 towels per year.

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

**7. Committee Member Comments:**

Comm Rep Henderson complimented Commissioner Chhatwani for the way she runs the meetings.

Commissioner Kaplan thanked staff for coming into the gym to remind people to wear their masks.

Comm Rep Macdonald said that he had a great experience at TopTracer.

Commissioner Chhatwani noted the great planning and execution by staff for all that they are doing. She is looking forward to a great year.

**8. Adjournment:**

Commissioner Kaplan made a motion, seconded by Comm Rep Macdonald to adjourn the meeting at 8:07 pm. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant