



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



**AGENDA
RECREATION & FACILITIES COMMITTEE MEETING
TUESDAY, MAY 17, 2022
7:15 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF COMMITTEE MINUTES
 - April 19, 2022
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
 - A. SD54 STAR Agreement 2022-2023 / M22-046
 - B. Recreation Board Report / M22-042
 - C. Facilities Board Report / M22-043
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT

All meetings are held in the boardroom of the Scott R. Triphahn Community Center & Ice Arena at 1685 W. Higgins Road in Hoffman Estates, unless otherwise specified. If an accommodation or modification is required to attend this public meeting please call 847-885-8500 with at least 48 hours' notice.



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



**MINUTES
RECREATION & FACILITIES COMMITTEE MEETING
April 19, 2022**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on April 19, 2022 at 7:33 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Comm Rep Macdonald

Also Present: Executive Director Talsma, Director of Parks, Planning and Maintenance Hugen, Director of Recreation Kapusinski, Executive Assistant Flynn

Audience: President Kinnane, Commissioners Friedman, McGinn, Dressler and Evans, Robert Steinberg

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep MacGregor made a motion, seconded by Comm Rep Beranek to approve the minutes of the March 15, 2022 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

Commissioner Friedman thanked the maintenance department for making the baseball fields as playable as possible with all of the bad weather, and thanked staff for making indoor space available.

5. **Old Business:**

None

6. **New Business:**

A. Garibaldi's Contract / M22-037

Director Kapusinski stated that this is a renewal of our contract with the concession vendor. This is a 3-year contract, and includes concessions at Cannon Crossing (baseball, mostly tournaments), Seascope and Triphahn Center (public skates, tournaments and large events). The total rental amount is \$14,400 for one year.

Director Kapusinski added that this has been brought to the Rec Committee and Board, including a liquor license, but that aspect is still being assessed. There is not as much need if it will only be used for the adult hockey league.

Commissioner Kaplan asked if this is a price increase over the previous contract. Director Kapusinski said that this is the pre-COVID rate, but this is a three-year contract and the concessions will be open less frequently.

Comm Rep MacGregor made a motion, seconded by Commissioner Kaplan to recommend to the full Board the approval of the Garibaldi's lease, beginning May 1, 2022 through April 30, 2025 at a rate of \$14,400 per year. The motion carried by voice vote.

B. CCSD 15 Maintenance – School Usage Agreement / M22-038

Executive Director Talsma explained that we had a long-term agreement with School District 15, but during COVID we weren't able to use the agreed-upon space.

Director Kapusinski noted the following:

- Park District camps on the north side are in need of more space. We have space at Willow Recreation Center and Thomas Jefferson, but we are asking for more space at Thomas Jefferson.
- Kyle Thomas would like to use the gym for the basketball program.
- The rent for all of this is equal to the cost of the maintenance and fertilizing for Thomas Jefferson and Whitely School.
- This will only be a one-year agreement, as a referendum will be voted on to turn Thomas Jefferson into a junior high school.
- A draft of the agreement is still being reviewed by the attorneys.

Comm Rep Henderson made a motion, seconded by Comm Rep Beranek, to recommend to the full board the approval of the CCSD 15 Maintenance – School Usage Agreement, with any attorney adjustments. The motion carried by voice vote.

C. Bridges GPS Cart Lease / M22-032

Executive Director Talsma noted the following:

- The golf carts at Bridges of Poplar Creek currently use a GPS system that works with 3G technology. 3G technology will be going away soon, and we have no way of knowing when.
- This contract is for a new three-year lease with 4G technology.
- The concern for not upgrading is having carts on the course where they shouldn't be, damaging the turf. We can restrict the carts to any location, including cart path only.
- Most players have their own app for reading distances, etc. Our main concern is the security of the carts and maintenance of the course.
- The new system allows for pace of play monitoring as well.
- A one-time per year payment of \$33,576.48 is more economical than multiple payments.

Commissioner Dressler asked if updates and repairs are included. Executive Director Talsma responded that updates and repairs are included for five years.

Comm Rep Beranek asked if the GPS system actually stops the cart. Executive Director Talsma said yes it does.

Comm Rep Beranek asked if the lease comes with a warranty. Executive Director Talsma stated that service is included for all five years.

Comm Rep MacGregor stated that the 4G/LTE technology should be good for ten years.

Commissioner Kaplan made a motion, seconded by Comm Rep MacGregor to recommend to the full Board the approval of securing with E-Z-GO a five-year GPS lease for our 84 fleet carts at the lease price and a one-time annual payment of \$33,576.48 per year. The motion carried by voice vote.

D. Recreation Board Report and 1Q Goals / M22-030:

Director Kapusinski highlighted the following:

- The north Hoffman branch of the Palatine Library at the Willow Recreation Center will have a grand re-opening on Thursday, April 21 at 10:00 a.m. Some of our preschool students will be in attendance. Feel free to stop by.

- Our disc golf program will be expanding, including an event on Kids to Parks day, where staff will teach putting; we are planning a family friendly disc golf tournament at Black Bear, and will be starting a disc putting league.
- Our new Aquatics Manager, Kim Harrison, has started her position, and has jumped into trainings and getting ready to open Seascope.
- We have hired a new Willow Rec Center Facility Manager, Scott Meyer, who comes to us from Belvidere Park District.
- We received a \$3,000 grant from Bass Pro Shops/Cabela's. The funds will be used for our new M.O.R.E. program (Mobile Outreach Recreation and Education). We have scheduled events in June and July, going to different apartment complexes in the community and bringing crafts, sports, and other activities to these residents for free.
- Our early childhood program has received a Childcare Restoration Grant in the amount of \$58,671. This is a state initiative to keep childcare facilities open.
- School District 15 has approved their start times for next school year. Therefore, registration is now open for before and after care for both Thomas Jefferson and Whitely school locations.
- Baseball and soccer seasons have both been delayed due to weather. However, registrations are at 209 for baseball (177 in 2021) and 313 for soccer (215 last year).
- Soccer has a new program for Pre-K through 2nd grade levels. You can now sign up for your selected day and location of practice. Also, games are all scheduled by area, so games and practices will be more local for these younger teams.
- Next month, Easter events will be highlighted, including the multiple egg hunts and the Bunny drive-by event.
- We held two "Try Cricket for Free" events, with 91 total participants.
- Ice programs are doing well.
- The Communications & Marketing department is keeping up with requests, and the podcast will launch soon, with 8 recorded podcasts edited and almost ready for release. John Anderson (TC Maintenance Supervisor) wrote the theme song!
- Email blasts have a 38% open rate, compared to a market average of 12%. Additionally, Facebook followers are up by 500 in the last three months.

Commissioner Dressler suggested an idea for the podcast would be to interview community representatives. Director Kapusinski said this would be simple to do.

Comm Rep Henderson asked for an explanation of disc golf. Director Kapusinski explained the goal of throwing a Frisbee into a basket. Comm Rep MacGregor added that professional disc golf has grown extensively in the U.S. recently.

Comm Rep McIlrath asked if there is a cricket league in the District. Director Kapusinski stated that we are offering lessons and the field is booked from 8:00 a.m. to dusk all summer with cricket rentals. They use a large field and the games take a long time, so organizing a league is difficult.

Comm Rep Beranek made a motion, seconded by Commissioner Kaplan to send the Recreation Board Report and 1st Quarter Goals to the full Board as presented. The motion carried by voice vote.

E. Facilities Board Report and 1Q Goals / M22-031:

Executive Director Talsma highlighted the following for Bridges:

- The weather has not been cooperative for activity on the golf course yet, but TopTracer has been very good with positive comments.
- Breakfast with the Bunny was sold out.
- The Fish Fry brought in over 500 orders.
- Staff is mostly set for summer.
- Weddings are slowly coming back now that mandates are lifted.

Commissioner McGinn asked if the golf ball order has arrived yet. Executive Director Talsma responded that no, we have not received them yet.

Executive Director Talsma highlighted the following for The Club:

- Memberships are starting to pick up; having no mask mandate has helped.
- We are noticing the average age of members has dropped.
- The Athletico lease expires May 31. They have given notice that they will be leaving, looking for a storefront location and lower price per square foot for rent. We are working on a month-to-month lease with them, 90-day termination notice, and \$35/square foot. Staff is looking into ideas for using this space going forward. This has been rental income of \$77,000 per year.
- We are including member highlights in the board report.

Commissioner Dressler said that she met Victoria (member highlight) at her home seminar last week.

Commissioner Chhatwani said that she was in the HIIT class this morning at 5:30 a.m. and the class was full!

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 McIlrath said there are many things to be excited about!

Comm Rep Beranek said she is looking forward to Kids to Parks Day.

Comm Rep Henderson said that her husband loved the Fish Fry, and thanked staff for their reports and wonderful work.

Commissioner Kaplan said Executive Director Talsma and staff are doing a wonderful job. He has been going to The Club and to see the HIIT room, the free weights, the separate racks, women and kids working out; it is all wonderful to see. He is also looking forward to the outdoor pickleball league.

Comm Rep MacGregor offered to help with the disc golf plan. He added that his neighbor attended the ice fishing derby and loved it. Many other neighbors said they would like to attend as well.

Commissioner Chhatwani thanked everyone for attending. She appreciates the testimonials in the Rec board report. She emphasized our tag line “making life fun”. Finally, she thanked Executive Director Talsma and staff for their work.

8. Adjournment:

Comm Rep Beranek made a motion, seconded by Comm Rep MacGregor to adjourn the meeting at 8:21 pm. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

MEMORANDUM M22-046

TO: Recreation & Facilities Committee
FROM: Craig Talsma, Executive Director
Alisa Kapusinski, Director of Recreation
RE: School District 54 – STAR 22/23 Agreement
DATE: May 17, 2022

Background:

The STAR before & after school program is offered within School District 54 (SD54) at six schools within Hoffman Estates: Armstrong School, Lakeview School, Fairview School, MacArthur School, John Muir School, and Lincoln Prairie School. The original agreement was signed in December 2014 and expired in June 30, 2020.

Implications:

In early 2020, before the COVID-19 pandemic began, staff was in communication with SD54 administrators to renew the STAR agreement that expired in June 2020. SD54 administration extended the STAR agreement with an amendment for one year to allow the school district to get through the 2020-2021 Covid school year. We are now in our second one-year agreement for the 2021-2022 school year. The current one-year amendment for the STAR program expires June 30, 2022.

SD54 is proposing another one-year agreement for the 2022-2023 school year.

Attached to this memo is the original 2014-2020 agreement, our current 21/22 agreement and the proposed 22/23 agreement.

Staff Recommendation:

Staff is recommending to the Recreation Committee to recommend to the Board approval of the School District 54 agreement for the STAR program 2022-2023 school year.

**THIRD AMENDMENT TO
INTERGOVERNMENTAL COOPERATION AGREEMENT REGARDING USE OF
FACILITIES BETWEEN COMMUNITY CONSOLIDATED SCHOOL DISTRICT 54
AND HOFFMAN ESTATES PARK DISTRICT S.T.A.R. PROGRAM**

THIS AMENDMENT entered into as of the 1st day of July, 2022 is made by and between Schaumburg School District 54 with principle offices at 524 East Schaumburg Road, Schaumburg, Illinois 60194, hereinafter called “District” and Hoffman Estates Park District with its principle offices at 1685 West Higgins Road, Hoffman Estates, Illinois 60169 hereinafter called “HEPD”.

WHEREAS, the parties entered into the certain Intergovernmental Cooperation Agreement dated and effective November 7, 2014 (hereinafter the “Agreement”).

WHEREAS, the parties desire to extend the term of the Agreement and amend certain portions thereof;

NOW, THEREFORE, the parties mutually agree as follows:

1. **Term**: The term of the Agreement shall extend for one (1) additional one year commencing July 1, 2022 and continuing through June 30, 2023.
2. **Waiver of Claims**:
 - a. Except to the extent prohibited by law, the District shall not be liable, and HEPD waives all claims against the District, for damages to any person (including specifically any claims that an individual contracted COVID-19 while using the Property) covered by HEPD’s workers’ compensation insurance resulting from HEPD use of the Property.
 - b. Except to the extent prohibited by law, HEPD shall not be liable, and the District waives all claims against HEPD, for damages to any person (including specifically any claims that an individual contracted COVID-19 while using the Property) covered by the District’s workers’ compensation insurance.

Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Agreement has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**Board of Education
Schaumburg School District 54**

By: _____

Attest: _____

Date: _____

**Hoffman Estates Park District
Hoffman Estates, Illinois**

By: _____

Attest: _____

Date: _____

**SECOND AMENDMENT TO
INTERGOVERNMENTAL COOPERATION AGREEMENT REGARDING USE OF
FACILITIES BETWEEN COMMUNITY CONSOLIDATED SCHOOL DISTRICT 54
AND HOFFMAN ESTATES PARK DISTRICT S.T.A.R. PROGRAM**

THIS AMENDMENT entered into as of the 1st day of July, 2021 is made by and between Schaumburg School District 54 with principle offices at 524 East Schaumburg Road, Schaumburg, Illinois 60194, hereinafter called “District” and Hoffman Estates Park District with its principle offices at 1685 West Higgins Road, Hoffman Estates, Illinois 60169 hereinafter called “HEPD”.

WHEREAS, the parties entered into the certain Intergovernmental Cooperation Agreement dated and effective November 7, 2014 (hereinafter the “Agreement”).

WHEREAS, the parties desire to extend the term of the Agreement and amend certain portions thereof;

NOW, THEREFORE, the parties mutually agree as follows:

1. **Term**: The term of the Agreement shall extend for one (1) additional one year commencing July 1, 2021 and continuing through June 30, 2022.
2. **HEPD Additional Responsibilities**: Commencing as soon as possible and no later than July 23, 2021, HEPD will submit a plan addressing procedures for program implementation during the public health emergency to District administration. Such plan will be reviewed by District administration to ensure conformance with District procedures. District will provide feedback to HEPD by July 27, 2021 of acceptance or suggested modifications of the HEPD plan. Corrections to the plan will need to be agreed upon by August 5, 2021. If the parties do not agree to the corrections by August 5, 2021, the District may terminate the Agreement.
3. **Waiver of Claims**:
 - a. Except to the extent prohibited by law, the District shall not be liable, and HEPD waives all claims against the District, for damages to any person (including specifically any claims that an individual contracted COVID-19 while using the Property) covered by HEPD’s workers’ compensation insurance resulting from HEPD use of the Property.
 - b. Except to the extent prohibited by law, HEPD shall not be liable, and the District waives all claims against HEPD, for damages to any person (including specifically any claims that an individual contracted COVID-19 while using the Property) covered by the District’s workers’ compensation insurance.

Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Agreement has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**Board of Education
Schaumburg School District 54**

**Hoffman Estates Park District
Hoffman Estates, Illinois**

By: _____

By: _____

Attest: _____

Attest: _____

Date: _____

Date: _____

**INTERGOVERNMENTAL COOPERATION AGREEMENT REGARDING USE
OF FACILITIES
BETWEEN
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 54 AND
HOFFMAN ESTATES PARK DISTRICT**

This Agreement, made and entered by and between the Board of Education of Community Consolidated School District 54, Schaumburg, Illinois, an Illinois public school district (the "School District"), and the Hoffman Estates Park District, Hoffman Estates, Illinois, an Illinois municipal corporation (the "Park District"), provides as follows:

WHEREAS, the Illinois Constitution and Statutes, including without limitation the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., and Article VII, Section 10, of the 1970 Illinois Constitution, encourage and permit intergovernmental cooperation between units of local government; and

WHEREAS, the Park District is interested in using certain School District facilities and property to provide the Park District's recreational and enrichment programs and activities (the "Park District Programs"); and

WHEREAS, although the primary purpose of school facilities is for the education of the children of the School District, there are times when certain school facilities are not otherwise needed for school and educational purposes; and

WHEREAS, the School District and the Park District (the "Parties") have determined it is in the best interests of the Parties, as well as the residents and individuals served by the Parties, for the Park District to operate its recreational and enrichment Park District Programs to benefit children served by the School District; and

WHEREAS, the Parties have a history of working cooperatively for their mutual benefit and the Parties desire to further define between themselves their respective rights and responsibilities and to cooperate to the maximum extent permitted by law with respect to the agreements described herein;

NOW, THEREFORE, and in consideration of mutual promises herein set forth, it is agreed as follows:

I. Agreements Between the School District and the Park District.

- A. Administrative Agent. The Board of Education of the School District is the administrative agent of the Park District programs at each of its schools. The School District's status as administrative agent will be reviewed on or before May 1 on a year to year basis during the term of this Agreement in the sole discretion of the Board of Education of the School District.
- B. Description of Property. The School District is the owner of certain real estate, buildings and facilities (the "Property") which is more fully described in Exhibit A, attached hereto, and which may be amended in writing from time to time by mutual agreement of the Parties. The Parties anticipate that the Park District shall be permitted use of certain areas of six (6) schools during the school year and certain areas of a minimum of one school and potentially two schools during the summer. The Park District expressly acknowledges and agrees that the School District may, on occasion, and in its reasonable discretion, unilaterally restrict or reduce the areas of the Property to be used by the Park District (e.g., limiting the number of schools available on days which are school holidays).
- C. Ownership. The School District shall at all times be the sole owner of the Property, and the Park District shall have no right or interest in the Property, except for the right to use the Property as provided in this Agreement.
- D. Use of the Property. Subject to the terms and conditions of this Agreement, and in consideration of the agreements herein, the School District agrees to allow the Park District certain recreational use of the Property for authorized Park District Programs as described herein.
- E. Rental Fees; Charges. In consideration for the use of the Property as set forth herein, the Park District shall pay rental fees, and any additional charges as may be applicable, to the School District in accordance with the School District's Community Use of School Facilities Policy and Administrative Guidelines, as may be amended from time to time.
- F. No Financial Compensation. The Park District shall not receive any financial compensation from the School District. The Park District shall conduct registration of the Park District Programs, and any associated fees and costs for the Park District Programs shall be paid directly to the Park District by students and their parents or legal guardians.

G. Scheduling of Property Use.

1. The Park District's use of the Property shall be limited to those non-school hours when the Property is not required for the School District's use. For example, the Parties anticipate that the Park District generally will use the Property (1) during the school year on weekdays in the mornings before school has begun for the day on a basis that will be adjusted seasonally in order to accommodate the School District and Park District's programming needs; (2) during the school year on weekdays in the late afternoons after school has released for the day on a basis that will be adjusted seasonally in order to accommodate the School District and Park District's programming needs; and (3) during the summer on weekdays from approximately 7:00 a.m. until approximately 6:00 p.m. It is understood and agreed that the needs of the School District will require its usage of the Property during non-school hours on certain days throughout the school year and summer.
2. All scheduling and use of the Property by the Park District must be approved in advance by the School District. A detailed Schedule of Property Use shall be developed by representatives of the School District and the Park District.
3. The Park District shall designate a Site Director for each school location identified in Exhibit A and shall notify the School District with the contact information for each Site Director. In addition to the obligations hereunder as between the Park District and the School District, each Park District Site Director shall cooperate with the Principal of the corresponding school in connection with the Park District's activities hereunder.

H. Common Areas. Whenever the Park District has the right to use the Property under this Agreement, and subject to any scheduling restrictions imposed by the School District, the Park District shall be authorized to use on a joint use basis other common areas of the Property, including the hallways, restrooms, parking areas of the identified schools and any other areas that are incidental to the use of the Property, consistent with this Agreement and approved by the School District (the "Common Areas").

I. Ingress/Egress. The School District hereby grants to the Park District rights of ingress and egress solely for the limited purpose of gaining access for the use of the Property and Common Areas, on and over the pathways, sidewalks, driveways, student loading areas, or other means of access to the Property as designated by the School District whenever the Park District has the right to use such Property or Common Areas under this Agreement. The Park District shall have no right to use any portion of

the Property, other schools of the School District, or other School District property, except as specified herein or as permitted by the School District.

- J. Custodial Services. The School District shall provide its usual and customary custodial services to the Property in accordance with the School District's regularly scheduled working hours or at the discretion of the School District. Fees for overtime custodial services may be assessed to the Park District in accordance with School District policies and procedures.
- K. Repair and Replacement. At the close of each instance of use, the Park District shall leave the Property in substantially the same condition as at the outset of each instance of use, ordinary wear and tear excepted. The Park District shall be responsible for the cost of repair and/or replacement of any damage to the Property, or any other School District property, including without limitation fixtures and furnishings, which occurs as a result of or in connection with the use of the Property by the Park District or its employees, volunteers, participants or agents.
- L. No Improvements. The Park District shall not modify, alter, or place permanent fixtures or improvements upon School District property in any way without the prior express written approval by the School District.
- M. Supervision. The School District shall have no responsibility whatsoever for supervising any Park District Programs and/or Property use hereunder by the Park District, its employees, volunteers, participants and/or agents. The Park District shall be solely responsible, at its own expense, for providing adequate adult supervision at all times in connection with its use of the School District's Property. The Park District acknowledges and assumes complete responsibility for the staff or volunteers used to supervise its activities hereunder.
- N. Use Policies. The use policies of the School District, including without limitation the School District's Community Use of District Facilities Policy and Administrative Guidelines, shall apply to all users of the Property, including use by the Park District; provided, however, that the Park District may impose greater restrictions or stricter rules of conduct on its own program participants when making use of the School District's Property than those required by the School District.
- O. Facility Use Only. The Park District expressly acknowledges and agrees that this Agreement with the School District is solely for use of the Property. All employees or volunteers supervising or implementing activities under this Agreement shall be Park District employees or volunteers, and the School District shall not be responsible in any way for employment of personnel to implement or supervise the Park District Programs on the School District Property nor for any employment-related

benefits. The Park District shall represent the Park District Programs as Park District programs and at no time shall represent any sponsorship or other involvement by the School District other than provision of facilities.

- P. Required Waiver. Prior to providing any Park District Programs or activities on the Property, the Park District shall obtain a Waiver, Release, Indemnity, and Hold Harmless Form, in substantially the form of Exhibit B, attached hereto, signed by the participating student and his/her parent or legal guardian, and shall forward a signed copy to the School District's Assistant Superintendent for Staff Operations, or designee.
- Q. Background Investigations. The Park District, at its sole cost, shall conduct background investigations of all Park District employees, volunteers or others who will interact in proximity to School District students and, in accordance with Section 10-21.9 of the Illinois School Code, shall provide results of each background investigation to the School District, and shall comply with all requirements of Section 10-21.9 as may be amended from time to time. The Park District shall not allow anyone to work or volunteer in its Park District Programs whose criminal background check reveals items that would prohibit them from working with children under Illinois law or reveals other criminal convictions or other conduct which lawfully may be considered and which call into question such individual's fitness to work with children.
- R. Promotional Materials; News Releases. The School District shall permit the Park District to use the School District's name in describing the location of the Park District Programs, provided that, consistent with Section I.N., the Park District shall not represent the School District in any way except as expressly provided herein.

II. General Terms.

- A. Incorporation of Recitals and Exhibits. The recitals and Exhibits to this Agreement are hereby incorporated as if set forth fully herein.
- B. Term of Agreement. This Agreement shall commence November 7, 2014 and shall conclude on June 30, 2020. The Parties may agree in writing to extend this Agreement for an additional term.
- C. Termination. Either Party may terminate this Agreement for any reason upon six (6) month's advance written notice to the other Party. Additionally, if, during the course of this Agreement, the School District's situation changes so as to necessitate the use of all or portions of the Property for School District purposes, the School District reserves the right to cancel the Park District's use of the Property and terminate this Agreement with written notice to the Park District three (3) months in advance of termination of the Park District's use of the Property. The

Parties agree this provision is not intended to allow the School District to terminate the Park District's use of the Property where the School District has no demonstrable bona fide educational need.

D. Default.

1. In the event that one Party believes the other to be in default under this Agreement, that Party acting through its chief administrator, shall notify the other Party in writing and allow the other Party thirty (30) days from the date of receipt of the notice to cure the default. If the default is not then cured, the Party having sent the notice of default may terminate the Agreement by serving written notice on the other Party effective thirty (30) days after receipt of the notice by the other Party.
2. In the event of emergency, safety issue, or failure to maintain insurance, or any other condition that constitutes a substantial threat to the health or safety of students, employees or others at the School District, as determined by the School District in its sole reasonable discretion, the School District may immediately suspend the Park District's activities hereunder until such condition has been remedied to the School District's satisfaction in accordance with this Agreement.

E. Indemnification.

1. To the fullest extent permitted by law, the Park District shall indemnify, defend and hold harmless the School District, the Board of Education and its members, employees, volunteers, and agents, and their successors and assigns, in their individual and official capacities (collectively the "School Indemnitees"), from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost, and expense, including without limitation, reasonable attorneys' fees and litigation costs, incurred by any of the School Indemnitees for injuries to persons or for damage, destruction or theft of property arising out of any activity of the Park District, or any act or omission of the Park District or of any employee, agent, volunteer, or invitee of the Park District (collectively the "Park Indemnitors"), in or about the Property, the Common Areas or other School District property, but only to the extent caused in whole or in part by any wrongful or negligent act or omission of the Park Indemnitors.
2. To the fullest extent permitted by law, the School District shall indemnify, defend and hold harmless the Park District, the Board of Park Commissioners and its members, employees, volunteers, and agents, and their successors and assigns, in their individual and

official capacities (collectively the “Park Indemnites”), from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost, and expense, including without limitation, reasonable attorneys’ fees and litigation costs, incurred by any of the Park Indemnites for injuries to persons or for damage, destruction or theft of property arising out of any activity of the School District, or any act or omission of the School District or of any employee, agent, volunteer, or permitted and intended invitee of the School District (collectively the “School Indemnitors”), in or about the Property, but only to the extent caused in whole or in part by any wrongful or negligent act or omission of the School Indemnitors and except to the extent attributable to any wrongful or negligent act or omission of the Park Indemnites.

F. Insurance.

1. The School District, at its sole cost and expense, shall keep in full force and effect at all times during the term of this Agreement its usual and customary general public liability insurance, including contractual liability coverages and property insurance. The District shall provide evidence of such coverage to the Park District at the Park District’s request.
2. The Park District, at its sole cost and expense, shall keep in full force and effect at all times during the term of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with this Agreement. Coverage shall be at least as broad as:

- a. Comprehensive general public liability insurance, including contractual liability coverages, and such other types of insurance in such amounts and with such A-rated companies as are reasonably acceptable to the School District, but, in any event, no less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) aggregate and an umbrella policy no less than One Million Dollars (\$1,000,000.00). Such insurance shall be evidenced by annually providing to the School District copies of the policies and/or certificates of insurance, naming the District and its Board of Education as an additional insured and providing that the insurance may not be modified, terminated, cancelled or non-renewed without at least thirty (30) days advanced written notice by certified mail, return receipt requested, to the School District.
 - b. The Park District shall keep and maintain Workers' Compensation Insurance covering all costs, statutory benefits and liabilities under State Workers' Compensation and similar laws for employees of the Park District. Consistent with Section I.N. herein, any employee claim related to this Agreement will be by Park District employees and the School District shall have no obligation whatsoever to provide workers' compensation.
- G. No Waiver of Tort Immunity Defenses. Nothing contained in Sections II.E. or II.F. of this Agreement, or in any other provision of this Agreement, is intended to constitute nor shall constitute a waiver of the defenses available to the Parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act with respect to claims by third parties.
- H. Relationship of the Parties; No Third Party Beneficiaries. Nothing in this Agreement shall be construed to consider any Party or its respective employees, volunteers or agents as the agents or employees of any other Party. Nothing contained in or done pursuant to this Agreement shall be construed as creating a partnership, agency, joint employer or joint venture relationship between the School District and the Park District. Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the School District and/or Park District.

- I. Notices. Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid, addressed:

If to the Park District:

Executive Director
Hoffman Estates Park District
1685 W. Higgins
Hoffman Estates, IL 60169

If to The School District:

Assistant Superintendent for Administrative Support
Community Consolidated School District 54
524 East Schaumburg Road
Schaumburg, IL 60194

- J. No Assignment. No Party may assign any rights or duties under this Agreement without the prior express written consent of the other Party.
- K. Successors. This Agreement shall be binding upon the successors of the Parties' respective governing boards.
- L. Entire Agreement. This Agreement shall constitute the entire agreement of the Parties hereto with respect to the Property, the Park District Programs and activities hereunder, and this Agreement supersedes any and all prior agreements and understandings, whether written or oral, formal or informal.
- M. Amendments. This Agreement may not be amended except by means of a written document signed by authorized representatives of the Parties.
- N. Construction. The provisions of this Agreement have been negotiated, written and reviewed by the Parties in consultation with legal counsel. None of the provisions of this Agreement shall be construed against a Party merely because that Party was or is the principal drafter thereof.
- O. Captions. The captions of this Agreement are for convenience only and are not to be construed as part of this Agreement and shall not be construed as defining or limiting in any way the scope or intent of the provisions hereof.
- P. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.
- Q. Compliance with All Laws. The Park District shall comply with all applicable local, county, State and federal laws and regulations, including without limitation those regarding the provision of recreational and enrichment programs, facilities and student confidentiality.
- R. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Illinois.

- S. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.
- T. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute an original, but altogether shall constitute one and the same Agreement.
- U. Authority to Execute.
1. The School District. The School District hereby warrants and represents to the Park District that the persons executing this Agreement on its behalf have been properly authorized to do so.
 2. The Park District. The Park District hereby warrants and represents to the School District that the persons executing this Agreement on its behalf have the full and complete right, power, and authority to enter into this Agreement and to agree to the terms, provisions, and conditions set forth in this Agreement and that all legal actions needed to authorize the execution, delivery, and performance of this Agreement have been taken.
- V. Effective Date. This Agreement shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives.

IN WITNESS WHEREOF, the undersigned Parties have caused this Agreement to be executed by their duly designated officials, pursuant to a proper resolution or motion of their respective governing bodies.

**Hoffman Estates Park District
Hoffman Estates, Illinois:**

By: Mike Belden
Its President

Attest: Dee Barton
Its Secretary

Dated: 12-16-14

**Board of Education of
Community Consolidated School District 54
Schaumburg, Illinois**

By: William J. [Signature]
Its President

Attest: Anna Stupowski
Its Secretary

Dated: 11/6/14

EXHIBIT A

Description of the School District Property

The commonly known description of the Property, understood and agreed upon by the Parties, is certain areas of certain schools of the School District, identified below:

- III. The following areas of Armstrong School, located at 1320 Kingsdale Road, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

- IV. The following areas of Lakeview School, located at 615 Lakeview Lane, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

- V. The following areas of Fairview School, located at 375 Arizona Blvd, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

- VI. The following areas of MacArthur School, located at 1800 Chippendale Road, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

- VII. The following areas of John Muir Elementary School, located at 1973 Kensington Avenue, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

- VIII. The following areas of Lincoln Prairie School, located at 500 Hillcrest Boulevard, Hoffman Estates, Illinois.**
 - a. multipurpose room/gym
 - b. classrooms as assigned by the building principal
 - c. storage areas where appropriate

Common Areas to which The School District grants the Park District's access pursuant to Section I.G. of this Agreement include the hallways, restrooms, parking areas, and any other areas that are incidental to the use of the Property, consistent with this Agreement, and approved by the School District.

MEMORANDUM NO. M22-042

TO: Recreation & Facilities Committee
FROM: Craig Talsma, Executive Director
Alisa Kapusinski, Director of Recreation
RE: Recreation & Communications/Marketing Board Report
DATE: May 17, 2022

Recreation Division



Staff Updates:

Scott Meyer was hired as the new Willow Facility Manager. Scott began on May 4. Lindsay Grace, the graphics designer, accepted a new job. Her last day was May 3.

Kimberly Barton, the School Age Program Manager, received her Master's Degree in Recreation this month.

Diversity, Equity & Inclusion (DEI) updates:

- Alisa Kapusinski will be joining the Village's Cultural Awareness Commission.
- Alisa will also be creating HEParks' own DEI committee.
- Commissioner Evans attended two IPRA sessions by Urbana Park District about reaching underserved populations in our community. Alisa met with Urbana Park District. Here are some takeaways from their meeting:
 - At every free event, pass out promo about us.
 - We do this! At the egg hunts (which were packed!), we passed out our summer event calendar to every family.
 - Mobile Rec Van – they call theirs “Urvana”. They have 2 FT staff for community outreach and visited 152 places last year!
 - This is their MOST popular and successful way to reach the underserved. People look forward to their van like they do the ice cream truck.
 - We have started this with our new MORE program.
 - District wide philosophy “You Belong Here” – to welcome everyone.
 - COAST – Community Outreach And Support Team – community wide task force of all community leaders that work together to figure out how to reach everyone and meet their needs
 - They receive \$100k/year from Carle Hospital. They set aside \$30k of that to give free programs to their community. (Not run through scholarship – that is different program). This is just free programs.

- Our contract with AMITA indirectly supports our programs through their funding support.
- Alisa told him about our Programs for All program – he loved it.
- He wants to do something similar where the school district gives each child a “pass”. Example – blue pass gives the child free program and green pass gives them 50% off. They decide based on the need and the park district just honors whatever amount is submitted to them through their pass.
- AARPA – American Rescue Program Assistance – funding to recover from COVID. They are using these funds to build a \$13M facility in their most under-served area. Alisa will look into this.



Triphahn Center



Willow Recreation Center

Triphahn Center Fitness

| | | | | |
|-------------------|------------------|-------------------|------------------|--------------------------|
| <u>Membership</u> | <u>4/30/2021</u> | <u>01/01/2022</u> | <u>4/30/2022</u> | <u>2022 YTD Var. +/-</u> |
| Total | 510 | 523 | 470 | -53 |

| Pass | % Visited in March 2022 | % Visited in April 2022 |
|----------------------------------|-------------------------|-------------------------|
| TCIA Fitness Adult | 58% | 56% |
| TCIA Fitness Junior/Student | 51% | 51% |
| TCIA Fitness Senior | 68% | 65% |
| Average Paid Members | 59% | 57% |
| TCIA Gym Pass* | 58% | 33% |
| TCIA Renew Active* | 45% | 34% |
| TCIA Tivity Prime* | 40% | 24% |
| TCIA Silver Sneakers* | 42% | 31% |
| Average Insurance Members | 46% | 30% |

Passes with * are the free health insurance memberships.

Willow Rec Center Fitness & Racquetball

| | | | | |
|-------------------|------------------|-------------------|------------------|--------------------------|
| <u>Membership</u> | <u>4/30/2021</u> | <u>01/01/2022</u> | <u>4/30/2022</u> | <u>2022 YTD Var. +/-</u> |
| Fitness | 98 | 103 | 124 | +21 |
| Racquetball | 42 | 36 | 36 | 0 |
| Total | 140 | 139 | 160 | +21 |

| Pass | % visited in March | % Visited in April |
|----------------------------------|--------------------|--------------------|
| WRC Fitness Adult | 53% | 49% |
| WRC Fitness Junior/Student | 38% | 42% |
| WRC Fitness Senior | 27% | 32% |
| Average Paid Members | 39% | 41% |
| WRC Gym Pass * | -- | |
| WRC Silver Sneakers * | 9% | 18% |
| WRC Tivity Prime * | 6% | 12% |
| WRC Renew Active * | 0% | 36% |
| Average Insurance Members | 5% | 16.5% |

Spring Group Fitness enrollment: (to date – enrollment still open)

| Class | Spring 2022 |
|--------------------|-------------|
| 50+ Forever Strong | 4 |
| 50+ Basic Exercise | 19 |
| Fitness Boot Camp | 23 |
| Women of Steel | 22 |
| Senior Tai Chi | 5 |



Dog Off-Leash Areas

| | | | | |
|-------------------|------------------|-------------------|------------------|--------------------------|
| <u>Membership</u> | <u>4/30/2021</u> | <u>01/01/2022</u> | <u>4/30/2022</u> | <u>2022 YTD Var. +/-</u> |
| Total | 680 | 700 | 631 | -69 |



General Programs

General Programs:

| Program | Spring 2021 | Spring 2022 *to date |
|-----------------------------------|-------------|----------------------|
| Baton & Poms | 27 | 41 |
| A&A Music (piano & guitar) | 6 | 6 |
| Shotokan Karate | 75 | 116 |
| Tae Kwon Do | 24 | 39 |
| Gymnastics | 167 | 134 |
| Racquetball lessons | 4 | 8 |
| Racquetball leagues | 9 | 36 |
| New! Art Painting & Comic Drawing | n/a | 8 |

Dance:

- There are 176 dancers enrolled in the winter/spring session compared to 110 last winter.
- Stars Dance Company participated in “Rainbow”, an April dance competition where all dancers placed Platinum.
- Staff is prepping for the dance recital, which will occur May 21.
- Company auditions will be held in early June.

Outdoor Recreation:

- 10 people are enrolled in Archery, which started in early May outside at the Seascope sled hill.

Fishing:

- Try Fishing for Free will be held on May 14 along with Kids to Parks Day at Fabbrini. There are 187 people enrolled!
- There are 11 people enrolled in spring fishing classes.

Special Events:

- Doggie Egg Hunt was April 9 at both Bo’s Run & Freedom Run (24 total dogs participated)
- Bunny Drive By was April 15. The Bunny visited 39 homes around town.
- Egg Hunts at three community parks was April 16. Over 15,000 eggs were distributed to three parks in the community.
- Spring Craft Fair will be held May 14 at Willow. There are 88 vendors participating.
- May 14 is Kids to Parks Day at Fabbrini.



50+ Club

Senior Center April events:

- Lunch and Learn Brookdale 4/6: 15 participants
- San Fillippo Estate Tour 4/13: 40 participants
- Pub Trivia 4/14: 30 participants
- Paramount Rock of Ages lunch & show 4/20: 13 participants
- Seniors Out Socializing 4/22: 16 participants
- Birthday Lunch 4/29: 21 participants

Upcoming senior events:

- Lunch & Learn 5/4: 15 participants
- Kentucky Derby 5/6: 21 participants
- Flower Arranging 5/10: 7 participants
- Lake Geneva Boat/Lunch/Black Point Mansion Tour 5/18: 8 participants
- Pub Trivia 5/26: 31 participants



Little Stars Child Care

Little Stars Child Care has 41 children enrolled; last April there were 28 children. We are only four students away from our pre-Covid enrollment numbers.

LSC open house was held April 23. Four families visited at the open house.

Part-Day Preschool 21/22

| 20-21 TC | | 21-22 TC | | +/- | 20-21 WRC | | 21-22 WRC | | +/- |
|----------------|-----------|----------------|------------|------------|----------------|-----------|----------------|-----------|------------|
| Threeschool | 0 | Threeschool | 13 | +13 | Threeschool | 0 | Threeschool | 5 | +5 |
| 2's Playschool | 6 | 2's Playschool | 23 | +17 | 2's Playschool | 0 | 2's Playschool | 11 | +11 |
| 3's & 4's | 52 | 3's & 4's | 77 | +25 | 3's & 4's | 34 | 3's & 4's | 32 | -2 |
| Total | 58 | Total | 113 | +55 | Total | 34 | Total | 48 | +14 |

Part-Day Preschool 22/23 (next year)

| 2022-23 WRC | | 2022-23 TC | |
|----------------|-----------|----------------|-----------|
| Threeschool | 2 | Threeschool | 3 |
| 2's playschool | 1 | 2's playschool | 1 |
| 3's & 4's | 33 | 3's & 4's | 67 |
| Total | 36 | Total | 71 |

Spring Early Childhood enrollment:

- 77 children in preschool enrichment classes.
- 24 children in parent-tot classes.
- NEW! Kids Therapy classes have six enrolled.
- 12 enrolled in Kid & Tot Rock music classes.



School Age - STAR and Day Camps

Enrollment for the 22/23 school year is now open for both School Districts 54 and 15.

STAR Enrollment 21/22

| | 3 days before | 3 days after | 5 days before | 5 days after | Total enrolled 21/22 | <i>Total enrolled last year 20/21</i> |
|----------------------|---------------|--------------|---------------|--------------|-----------------------------|---------------------------------------|
| Armstrong | 4 | 11 | 15 | 17 | 47 | <i>16</i> |
| Fairview | 1 | 12 | 15 | 30 | 58 | <i>26</i> |
| Lakeview | 1 | 2 | 16 | 36 | 55 | <i>40</i> |
| Lincoln Prairie | 3 | 2 | 20 | 16 | 41 | <i>26</i> |
| MacArthur | 0 | 12 | 21 | 24 | 57 | <i>20</i> |
| Muir | 3 | 3 | 13 | 23 | 42 | <i>8</i> |
| Total for D54 | 12 | 42 | 100 | 146 | 300 | 136 |
| | | | | | | |
| Whiteley | 6 | 8 | 30 | 41 | 87 | - |
| Thomas Jefferson | 2 | 11 | 10 | 32 | 55 | - |
| Total for D15 | 8 | 19 | 40 | 73 | 142 | - |

Kinder STAR enrollment:

NEW! Morning Kinder STAR (in afternoon Kindergarten at school)

| | 3 days | 5 days |
|------------------|---------------|---------------|
| Whiteley | 1 | 1 |
| Thomas Jefferson | 3 | 4 |

Afternoon Kinder STAR (in morning Kindergarten at school)

| | 3 days | 5 days |
|------------------|--------|--------|
| Whiteley | 6 | 7 |
| Thomas Jefferson | 5 | 7 |

Summer Camp

- Registration for summer camp is now open. Many camps have already filled or will soon be full. Staff is expanding enrollment off waitlists as staff is being hired for each camp location.



Youth Athletics

Hoffman Basketball Academy

Fundamental camps began and are held on Thursday nights. Every camp reached its max!

| | K-2 nd | 3-5 th | 6-8th | total |
|------|-------------------|-------------------|-------|-------|
| 2021 | 15 | 15 | 15 | 45 |
| 2022 | 15 | 15 | 15 | 45 |

Baseball

- Our youth baseball league registrations closed on March 7. During the month of March, we hosted coaches meetings for each level. At the coaches meeting, practice schedules were handed out, evaluations scheduled, rosters handed out and rules.
- Bronco and Pony teams have been competing in an inter-village baseball league since April 16.
 - Towns included in this league are Palatine, Schaumburg, Barrington, lake Zurich, Wauconda and Rolling Meadows
- Practices started early to mid-April due to weather.
- Opening Day was April 30 at Cannon Crossing.

| | Shetland | Pinto | Mustang | Bronco | Pony | N60 | Total |
|------|----------|-------|---------|--------|------|-----|-------|
| 2021 | 48 | 48 | 37 | 12 | 0 | 32 | 177 |
| 2022 | 71 | 60 | 46 | 22 | 13 | 0 | 212 |

- N60 baseball was not offered this season; instead of n60 baseball, we have developed a relationship with Rage baseball. Rage is a HE local travel group we utilize as a baseball feeder program for our house baseball. Rage then rents our field space for the kids in their program.
- Rage Baseball
 - Rage Baseball began their field rentals in April at Cannon, Sycamore and Fabbrini Parks. Rage will have 12 different teams renting our fields for games and practices.
 - Rage is hosting a tournament at Cannon Crossing on June 4 and 5.

Soccer

- Spring soccer has 339 players compared to 221 in 2021 and 258 in 2019.
 - A new league structure is offered this year with games/practices scheduled in North, South and West Hoffman.
- HUSC Soccer essentials classes has 177 enrolled (to date) for spring.

Cricket

- Try Cricket for Free was held April 3 with 31 participants.
- HUSC will be running Cricket Fundamental classes starting in May. To date there are 10 enrolled.

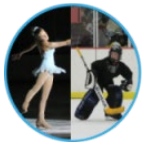
E-Sports

- ESZ hosted one Fortnite tournament on April 8 with a total of 7 participants.
- Kids Nights Out was held on April 9 with 10 participants, along with our members.

| Membership | Jan 2022 | Feb 2022 | March 2022 | April 2022 |
|----------------------|-----------------|-----------------|-------------------|-------------------|
| Total | 14 | 13 | 11 | 11 |
| | | | | |
| Pass Visits | 4 | 11 | 11 | 2 |
| # of Members visited | 2 | 11 | 9 | 1 |

New! Adult Pickleball League

- The indoor league ended in April. There were 18 teams who participated in this new league.
- Outdoor spring league begins mid-May. There are three divisions this season: advanced, social/newer and a NEW! First-timers league that includes two weeks of lessons.
 - 17 – First Timers (individual enrollment)
 - 6 teams – Advanced
 - 12 teams – Social/Newer



Ice Operations

Hockey:

| | Spring 2021 | Spring 2022 |
|----------------|--------------------|--------------------|
| Tot Level | n/a | 30 |
| Hockey Level 1 | 9 | 31 |
| Hockey Level 2 | 21 | 33 |
| TOTAL | 30 | 94 |

Spring Hockey League: The league began practice the last week of March.

| | Spring 2021 | Spring 2022 |
|--------------------------|-------------|-------------|
| Mites | 24 | 30 |
| Squirts | 40 | 39 |
| PeeWees | 26 | 28 |
| Bantams | 32 | 29 |
| Midgets | 34 | 14 |
| Wolverines | 17 | 13 |
| Prime & Tournament teams | | 38 |
| TOTAL | 173 | 191 |

Adult League spring season started mid-March. There are eight teams enrolled. This compares to five teams in fall.

Triphahn Center hosted a two-day tournament for 200x85 LLC. The two-day rental generated \$19,599 in rental revenue.

HEParks Hockey is hosting a tournament at Triphahn the weekend of May 20-21. There are 16 teams enrolled.

Figure Skating:

- Spring figure skating classes began in April with 336 participants. (compared to 179 last year).
- There are 18 skaters with an unlimited Freestyle pass for this month.
- Try Figure Skating for Free was held on April 2. It was full with 60 skaters.
- Skate with the Bunny took place April 9 with 200 participants.

Public Skate for April

- April 3: 55 pre-registered and 45 walk-ins
- April 24: 37 pre-registered and 31 walk-ins



Aquatics

| Swim Lessons | Spring 2022 |
|-----------------|-------------|
| Parent Tot | 19 |
| Tot Swim | 11 |
| Group Lessons | 76 |
| Private Lessons | 14 |
| TOTAL | 120 |

Lessons were not offered in spring 2021 due to COVID guidelines.

Seascape 2022 passes sold to date:

| | Nov | Dec | Jan | Feb | March | April | Total 2022 Passes Sold To Date |
|----------------------|-----|-----|-----|-----|-------|-------|---|
| Seascape pass | 36 | 41 | 12 | 24 | 301 | 76 | 490 |
| Seascape senior pass | 3 | 9 | 1 | 0 | 30 | 43 | 43 |
| TOTAL | | | | | | | 553 |

In 2021, 551 passes were sold to date compared to 553 this year to date.

Staff has begun interviewing and hiring seasonal staff for lifeguard and swim instructor positions. Training for returning guards was held in March and another training was held in April. New lifeguard training takes place mid-May.



Communications and Marketing

Community Involvement:

- 4th of July Float Planning Meeting
- 4th Fest Event Meeting at the Village
- Arts Commission – Village Commission
- Hoffman Estates Chamber of Commerce Board Meeting
- Hoffman Estates Chamber of Commerce Golf Committee
- Hoffman Estates Chamber of Commerce Fishing Derby Committee
- Hoffman Estates Chamber of Commerce Food & Drive event
- SLSF Golf Outing Meeting

Recreation

- 134 work requests completed for Recreation during April
- Summer Program Guide
- Bunny events
- Rental Forms revised
- STAR registration and forms
- Camp registration and forms
- Public skate promotions
- In-house hockey tournament logo development
- Senior summer brochure

Club

- Ran digital display ads and increased Google ad-word advertising.
- New program promotion: Baby & Me Yoga, Teen Yoga, Basketball programs

Bridges

- TopTracer Open
- Golf Course Open
- Golf Special Events
- Foundation Top Tracer event
- SRT outing

Human Resources:

- New staff orientation templates created

Parks:

- Earth Day event
- Volunteer park events

Podcast:

- Artwork
- Registered podcast with six major podcast hosting sites.

Email campaigns: 10 e-blasts were sent out this month.

| Email | Date Sent | Sent to # of emails | # of emails opened | # of click throughs |
|--|------------------|----------------------------|---------------------------|----------------------------|
| April Fools Free Fitness Day | 4/1 | 26,076 | 9,376 (37%) | 345 (1%) |
| Spring Volunteer Events | 4/6 | 26,043 | 9,503 (39%) | 139 (1%) |
| What's Happening | 4/7 | 26,003 | 8,894 (37%) | 344 (1%) |
| What's Happening | 4/12 | 26,003 | 9,005 (37%) | 396 (2%) |
| Egg Hunts | 4/14 | 25,984 | 10,462 (43%) | 79 (1%) |
| What's Happening | 4/19 | 25,953 | 8,572 (36%) | 325 (1%) |
| What's Happening & Summer Guide Launch | 4/21 | 25,938 | 9,018 (37%) | 558 (2%) |
| What's Happening & Summer Registration | 4/26 | 25,920 | 10,870 (45%) | 851 (4%) |

| | | | | |
|--|------|--------|-------------|----------|
| Summer Registration (specific for 0-5 yo) | 4/28 | 1,918 | 900 (49%) | 76 (4%) |
| Summer Registration (Specific for kids) | 4/28 | 11,252 | 5,253 (49%) | 493 (4%) |

Social Media:

- 55 posts in April

Most popular series of posts:

- Now hiring lifeguards – 23,026 reach – 39 reactions – contained paid advertising (21,880 were from the ad reach)
- Camp Counselors – 15,913 reach – 21 link clicks – contained paid advertising (14,140 were from paid ad reach)
- Baton Dance group competition – 3,067 reach with 164 interactions
- Dance Recital Costumes in! – 3,036 reach with 73 interactions

of Followers:

| Account | Social Media Platform | APRIL 2022 | March 2022 | February 2022 | January 2022 |
|--------------------------------|-----------------------|------------|------------|---------------|--------------|
| Bridges of Poplar Creek | Facebook | 1149 | 1142 | 1131 | 1118 |
| | Instagram | 150 | 148 | 145 | 142 |
| | Twitter | 159 | 158 | 159 | 160 |
| The Club | Facebook | 1627 | 1688 | 1683 | 1687 |
| | Instagram | 407 | 381 | 365 | 361 |
| | Twitter | 46 | 46 | 46 | 40 |
| HEParks | Facebook | 5883 | 5817 | 5425 | 5300 |
| | Instagram | 1032 | 1020 | 1011 | 1002 |
| | Twitter | 1103 | 1097 | 1091 | 1092 |

| | | | | | |
|----------------------|-----------|-----|-----|-----|-----|
| Ice Academy | Facebook | 113 | 113 | 113 | 111 |
| Wolf Pack | Facebook | 437 | 432 | 427 | 408 |
| | Instagram | 414 | 412 | 402 | 388 |
| Senior Center | Facebook | 137 | 133 | 134 | 134 |

- In April, the HEParks Facebook page reached 88,978 different Facebook profiles within the Hoffman Estates Park District zip codes and the surrounding area. In March, the district reached 61,482 accounts.
- A little more than half of our Facebook traffic is organic traffic. The other comes from paid targeted reach ads.
 - The district runs two different types of Facebook/Instagram ads to reach different groups of residents/customers.
 - The first type is advertisements targeted to specific groups of customers – age, child’s age, hobbies, zip code.
 - The other type of advertising is a series of general business-based advertisements. These advertisements encourage people within the district's zip codes to interact with our profile. These sponsored business ads show up on the right side of the page and are seen as recommended pages. Besides exposing people to our page, these blanket business ads raise our post algorithm within our follower's feeds.

Website:

- Overall April 2022 highest page views: Home, Program Guide, Camp, Egg Hunts & Now Hiring (Compared to April 2021 highest page views: Home, Program Guide, Camp, Seascape, Dog Park).
 - April traffic followed historical trends with the Program Guide Camp and Community Egg Hunts taking the top-visited pages following the home page. The weather was poor in April, with cold and rainy weather pushing the Seascape pass sale to the #6 position. Now Hiring promotions continued to be spotlighted with paid ads and prominent placement within weekly newsletters.
- There were 57,855 page views to HEParks (compared to 38,189 last year.) March web traffic was unprecedented showing the highest traffic within the past 4 years. April, while lower than March, had over 10,000 more page views than pre-Covid numbers and continues the trend for high web traffic. Coordination with targeted emails, social media and advertising continue to drive patrons

to the website. Even though fewer unique users visited HEParks in April, they visited 2.26 pages per session versus 2.19 pages in March.

- The all-district Email continues to be one of the highest drivers of traffic to the website. Thursdays and Tuesdays continue to be the highest visit days of the week.

Press Releases:

- Community Egg Hunts

Recommendation:

Staff recommends that the Recreation & Facilities Committee forward the May Recreation Report to be included in the May Executive Director's Report for Board approval.

MEMORANDUM NO. M22-043

TO: Recreation Committee
FROM: Craig Talsma, Executive Director
 Brian Bechtold, Director of Golf & Facilities
RE: Golf & Facilities Report
DATE: May 17, 2022
 Bridges of Poplar Creek & The Club Board Report

Bridges General Programs

- Junior Golf classes have begun. Our first session is our Golden Bears class. We had 24 students in this first class. This is an introductory class that will go over all the basics of the game.
- Our 1st Annual Senior Scramble is set for May 18th. This event was sold out with 36 teams 2 weeks prior to the event. We are excited for the turnout and are looking at additional events over the summer.
- With the popular success of the Taylor Made Demo day we have expanded our companies coming out for a special fitting/demo day. Tour Edge Golf will be on-site on June 18 from 10am to 2pm.
- TopTracer has been a great lifeline in providing golf opportunities in the challenging spring weather. It continues to gain momentum and is currently on plan with budget even with the challenging start to the golf season.

Golf Rounds

| MONTHLY ROUND TOTALS | | | | | |
|-----------------------------|--------------|-------------|--------------|--------------|-----------------------|
| 2018 | 2019 | 2020 | 2021 | 2022 | 5 Year Average |
| 1,510 | 1,509 | 0 | 2,842 | 1,296 | 1,431 |
| YTD ROUND TOTALS | | | | | |
| 2018 | 2019 | 2020 | 2021 | 2022 | 5 Year Average |
| 2,805 | 1,990 | 313 | 3,802 | 2,047 | 2,191 |

Range Basket Sale Totals

| MONTHLY RANGE BASKET SALES TOTALS | | | | | |
|--|--------------|-------------|--------------|--------------|-----------------------|
| 2018 | 2019 | 2020 | 2021 | 2022 | 5 Year Average |
| 1,131 | 1,664 | 0 | 2,295 | 1,195 | 1,257 |
| YTD RANGE BASKET SALES TOTALS | | | | | |
| 2018 | 2019 | 2020 | 2021 | 2022 | 5 Year Average |
| 1,868 | 2,021 | 215 | 3,619 | 1,843 | 1,913 |

TopTracer Hour Totals

| MONTHLY TOPTRACER RESERVATION HOUR TOTALS |
|--|
| 2022 |
| 347 |
| YTD TOPTRACER RESERVATION HOUR TOTALS |
| 2022 |
| 756 |

Food & Beverage

- Staff is currently working on finalizing our Summer Beer Garden Entertainment Schedule. These events will include live music, bag tournaments, special theme nights, TopTracer Golf events, and more. Look for events to begin Memorial Day Weekend!
- TopTracer will also be launching its Party Pack specials geared towards birthday parties, special events, and corporate events in May. These packages will include food and beverage items along with TopTracer fees included for a simple, complete pricing package.

April Events

3 showers servicing 87 Guests
Breakfast with Bunny 227 Guests

May Events

Dinner servicing 59 guests
Memorial luncheon servicing 42 guests
3 golf outings servicing 220 guests
Breakfast meeting servicing 35 guests
Shower servicing 45 guests
3 weddings servicing 361 guests

2022 weddings

12 ceremony/receptions (4 cancelled in January to move to different county); includes newly-booked ceremony/reception for October 29th
1 reception only

2023

1 ceremony/reception
1 Contract submitted for ceremony/reception

2021 = 13 ceremony and reception, 3 reception (We did have one reception cancel in June as they moved to a facility that was not enforcing any Covid-19 guidelines.

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

April showers brought over five inches of rain which will definitely bring May flowers and lush grass at Bridges. We have been able to accomplish some very important early season projects. Andy Kersten and PJ Bugay were able to aerify all 20 greens on the property, while the crew was working hard on much needed re-edging, trimming and checking sand depth in all our bunkers. We have been able to complete a few chemical applications plus granular fertilizer on greens, tees and fairways. We also got the irrigation system up and running and are currently in the process of doing a system audit of non-working, leaking, weeping heads to prepare for the upcoming months. The team also was able to get the event area prepped and ready for all our new plantings that were designed with the help of our new part-time landscape design maintenance staff member who recently joined Dustin Hugen's team in the parks department. .



April 2022

| Membership Totals | <u>4/30/2021</u> | <u>1/01/2022</u> | <u>4/30/2022</u> | <u>YTD Var. +/-</u> |
|--------------------------|-------------------------|-------------------------|-------------------------|----------------------------|
| Totals | 1,995 | 2,160 | 2,176 | +16 |

Member Services/Sales

- The Club had a decent enrollment month in April, with 105 new enrollments. Cancellations were low, which resulted in the swing of our YTD net membership number into positive territory.
- This is the lowest our cancellations have been for April in several years (except COVID 2020 April). We will continue to work hard to keep those cancellation numbers down.
- We offered complimentary HIIT classes for the first two weeks of April, of which several members and new members took advantage. In April we gained 12 new HIIT Club members.
- We had 1,692 unique visits in April, meaning approximately 77% of members are visiting/using the facility at least once a month. This is a slight increase from March, and again matches what we have been observing with the activity in the facility.

Operations and Fitness Departments:

- The Club staff took part in the Community Fitness Day as part of the district-wide event on April 2. In addition to inviting the community to come in and have a complimentary workout, Club staff invited Dick Pond of Hoffman Estates to come in this day to do gait analysis. We also offered complimentary refreshments throughout the day and had a raffle basket giveaway. We had approximately 40 non-member visits this day, and though not many transferred into membership, it was great exposure to the community for The Club.
- Club staff ran a Kids Day Off event on April 15 with 16 enrolled, 4 birthday parties, and several small gym rentals throughout the month.
- Club staff introduced 10-minute “stackable” classes onto the group fitness schedule in April. These classes run up against our regular classes and compliment these classes with a particular focus on a body part or modality (i.e. arms and light weights, meditation, focus on one yoga pose, etc.). These classes have been very well received. We will monitor enrollment numbers in these 10-min stackable classes and modify as needed.
- Club staff also introduced the first 12:00 p.m. class back on the schedule since pre-COVID. Staff have been getting requests for more 12:00 p.m. classes as people are getting back to work in the office. Strength Interval at 12:00 p.m. on Thursdays was added at the beginning of the month and has had great attendance since day one (15+).
- Club staff added an additional MyZone fitness monitor TV into the auxiliary fitness room, where our spin classes take place.

Recommendation:

Staff recommends that the Recreation & Facilities Committee forward the May Golf & Facilities Report to be included in the May Executive Director’s Report for Board approval.