



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

**AGENDA
REGULAR BOARD MEETING NO. 1082
TUESDAY, OCTOBER 25, 2022
7:00 P.M.**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. RECESS FOR BINA HEARING
4. RECONVENE FOLLOWING BINA HEARING
5. APPROVAL OF AGENDA
6. RECOGNITION
 - A. Best of Hoffman – 3rd Quarter 2022
 - Natalie Lichtenbert
 - B. Employees of the 3rd Quarter 2022
 - PT: Ron Holznagel
 - FT: Cindy Flynn
7. APPROVAL OF MINUTES (attached)
 - A. Regular Board Meeting Minutes 9/27/2022
8. COMMENTS FROM THE AUDIENCE
9. RECESS FOR A&F COMMITTEE MEETING
10. RECONVENE FOLLOWING A&F COMMITTEE MEETING
11. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
 - A. Fertilizer and Chemicals Early Order / M22-095 (see B&G October Packet)
 - B. Land Definition Management Plan Update / M22-097 (see B&G October Packet)
 - C. American Tower Site / M22-100 (see A&G October packet)
 - D. Financial Statement Analysis September 2022 (see A&F October Packet)
 - E. Open and Paid Invoice Register: \$808,806.04 (see A&F October Packet)
 - F. Revenue and Expenditure Report and District Wide Operations Statement (see A&F October Packet)
 - G. Acceptance of B&G Minutes 9/13/2022 (see B&G October packet)
 - H. Acceptance of Rec Minutes 9/13/2022 (see Rec October packet)
 - I. Acceptance of A&F Minutes 9/27/2022 (see A&F October packet)

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 847-885-7500 with at least 48 hours' notice.



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Regular Board Meeting
October 25, 2022
Page 2

12. PRESIDENT’S REPORT
13. ADOPTION OF EXECUTIVE DIRECTOR’S REPORT
14. OLD BUSINESS
15. NEW BUSINESS
 - A. IAPD Credentials Certificate
16. COMMISSIONER COMMENTS
17. ADJOURNMENT



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**MINUTES
REGULAR BOARD MEETING NO. 1081
September 27, 2022**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on September 27, 2022 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 Parks, Planning and Maintenance Hugen, Director of Golf and Facilities Bechtold, Executive Assistant Flynn

Audience: Comm Rep Winner

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

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

4. Approval of the Minutes:

Commissioner Kaplan made a motion, seconded by Commissioner Chhatwani to approve the amended minutes of the Special Board meeting held March 15, 2022. The motion carried by voice vote.

Commissioner Evans made a motion, seconded by Commissioner Dressler to approve the minutes of the Regular Board meeting held August 23, 2022 as presented. The motion carried by voice vote.

5. Comments from the Audience:

Executive Director Talsma stated that we have a long-time staff member who retired last month. Carmela Fioretto worked full-time for the District for 24 years, and was the face and the voice of the District. We now have Jillian Ironside, in the Registration Associate position, who was a part-time preschool teacher at Willow, as well as a part-time front desk associate at Triphahn Center. He added that Brett Lonergan, our IT Associate, will be leaving the District to take a position at the Village of Woodstock. He has been a great asset to the IT Department and the District.

6. Recess for A&F Meeting:

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani 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.

7. Reconvene Following A&F Committee Meeting:

Commissioner Chhatwani made a motion, seconded by Commissioner McGinn to reconvene to the Regular Board Meeting at 8:52 p.m. The motion carried by voice vote.

Comm Rep Winner left the meeting.

8. Consent Agenda:

Commissioner Dressler made a motion, seconded by Commissioner Friedman to approve the consent agenda items A through K.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, Dressler, Evans, Friedman, Kaplan, Kinnane, McGinn
Nays: 0
Absent: 0

- A. Pine Park OSLAD Grant / M22-083 (see B&G September packet)
- B. Vehicle Purchase / M22-084 (see B&G September packet)
- C. Safety Policy Manual Updates / M22-089 (see A&F September packet)
- D. Audit Service Provider / M22-087 (see A&F September packet)
- E. Long Range Plan for Capital Expenditures / M22-092 (see A&F September packet)
- F. Policy 4.1.21 Update – Official Minutes / M22-093 (see A&F September packet)
- G. Open and Paid Invoice Register: \$615,883.39 (see A&F September packet)
- H. Revenue and Expenditure Report and District Wide Operations Statement (see A&F September packet)
- I. Acceptance of B&G Minutes 8/16/2022 (see B&G September packet)
- J. Acceptance of Rec Minutes 8/16/2022 (see Rec September packet)
- K. Acceptance of A&F Minutes 8/23/2022 (see A&F September packet)

9. President's Report:

President Kinnane participated in many community events this past month, including:

- Volunteered for two nights for the Hoffman-Schaumburg Lions Club at the Septemberfest.
- Attended the Birch Park Ribbon Cutting ceremony, and it was good to see everyone there.
- Attended the 9/11 memorial service hosted by the Hoffman Estates Police Department.
- Attended the IAPD Election webinar.
- Volunteered for Knights of Columbus' Tootsie Roll drive at the corner of Roselle and Higgins.
- Attended four block parties, on Amherst Lane, Hickory, Newcastle Lane and Anjou Lane.
- Attended the NRPA Conference virtually.
- Attended the Chamber of Commerce Wine Wednesday event at Bar Down Sports.
- Attended the TopTracer Oktoberfest event.
- With a nod to Mike Bickham, who made a point to visit every park, visited nine parks on the north side of town this past Sunday. Residents at Pine Park are very happy to hear about future renovation plans.

President Kinnane heard from one resident who would like to have the wood chips at Sundance Park replaced with rubberized surfaces.

President Kinnane congratulated Executive Director Talsma and staff on being named a finalist for the National Gold Medal Award. He watched the awards presentation virtually.

He would like to acknowledge employees occasionally. He noted Kurtis Hartwig, Golf Operations Manager and Head Golf Professional, consistently jumps in to help over at the golf course. Some departments are short staffed with kids going back to school. Kurtis has been seen working both Saturday and Sunday, and running carts when needed. His efforts are appreciated.

10. Adoption of Executive Director's Report:

As part of the report, Executive Director asked the Board to gather for a photo with the National Gold Medal Award Finalist plaque.

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

11. Old Business:

None

12. New Business:

A. Surplus Ordinance O22-002 / M22-090

Commissioner Evans made a motion, seconded by Commissioner Dressler to approve the ordinance O22-002, an “Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District.

On a Roll Call: Carried 7-0-0

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

Nays: 0

Absent: 0

13. Commissioner Comments:

Commissioner Evans was very happy to represent the District board at the NRPA Conference in Phoenix. He did not get a chance to finish his notes yet, but will keep them concise. He said it was very educational, and used the District resources well.

Commissioner Friedman thanked President Kinnane for being out in the community. He added that he spoke to a woman from Palatine who mentioned how much she enjoys the South Ridge Park, and was going to suggest her school purchase some of the same equipment.

Commissioner Chhatwani said great job to Executive Director Talsma and team. She also said great job to the marketing team. The fliers at The Club have good artwork and ideas.

Commissioner Kaplan went to Oktoberfest at TopTracer last Friday. He said the event was well done and it is a good idea to do this once/month.

Commissioner McGinn also attended the TopTracer event. He said that Jenny Jones was working hard. He also thanked President Kinnane for representing the park district out in the community. He noticed that Poplar Park is packed every night, which is great to see. And to be a Gold Medal Finalist is outstanding.

Commissioner Dressler thanked Commissioner Evans for going to Phoenix and representing the board. She congratulated the staff for the Gold Medal Finalist award, and added that it is a sense of pride. She saw President Kinnane at the Mayor’s event and others were there as well. She had fun at Oktoberfest at TopTracer. She thanked Executive Director Talsma and Director Bechtold for hosting the Chamber Golf Outing this coming Thursday.

President Kinnane noted that Harry Hmura, an old acquaintance, will be playing music at Bridges on Sunday, October 2. Come out for some good blues music.

14. Adjournment:

Commissioner Dressler made a motion, seconded by Commissioner Kaplan to adjourn the meeting at 8:12 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING NO. 1082**

EXECUTIVE DIRECTOR'S REPORT

October 2022

PARKS DIVISION REPORT

ADMINISTRATION

Luigi Cutolo was hired as the district GIS & Park Administrator. Luigi is a recent graduate of DePaul University and was working for the Village of Arlington Heights prior to accepting the district's position.

Parking lot repairs were completed on September 21 at Victoria Park, Huntington Park and Bridges of Poplar Creek Driving Range.

Staff attended the NRPA conference and was able to attend many educational classes. Some highlights of the education included information on applying for federal grants, park design concepts, accessible play, top trends in park and recreation and ADA compliance.

The OSLAD Grant for Pine Park was submitted on September 29.

ForeverLawn installed the new driving range tee at Bridges of Poplar Creek on October 5.



PARK / PLAYGROUND RENOVATIONS

Poplar Park and Hoffman Park have been completed and are open to the public. Huntington Park has experienced another delay in the playground equipment. ParKreation has informed us that the equipment is now set to arrive in late November. Staff is working with the installer to see what options we have for a December install.



PARKS DEPARTMENT

- Detention ponds treated for algae growth.
- Sign beds weeded and trimmed.
- Inspections and repairs to district fleet, mowers and equipment.
- Vehicle checks and repairs.
- Mower and parks equipment checks and repairs.
- Playground checks and cleanups.
- Sod installed at Bridges Driving Range around new tee.
- Finished tree pruning at Poplar in advance of park opening.

- Pruned back trees around Victoria soccer fields to improve light and air movement on field.
- Cleaned all landscape beds at Hoffman for park opening.
- Installed mulch at Village of Hoffman Estates Police Station.
- Completed end of season landscaping at Seascape.
- Landscaping of park ID signs (93 of them).
- Submitted all Burn Permit applications to state; once approved, will submit to the Village.
- Completed stone work around storm drain and capped pipe at Top Tracer.
- Landscaping at Tropicana Park and Field Park.
- Complete refinish of TC spa. Ground down old epoxy, re-grouted tile, installed new drain grate and installed new depth markers and re-painted epoxy with sand grit.
- Ran new wires to north wall lights at The Club.
- Ran new wiring from power distribution panel to gate latch at Bo's run.
- Installed new volute on activity pool chlorination pump.
- Drained down Seascape and completed end of year maintenance.
- Remounted lift station pump and fixed tangled float wires at Seascape.
- Installed new inducer motor on RTU 5 ice rink dehumidification unit.
- Installed new timer on men's steam room boiler.
- Shut down splash pads for the season.
- Repaired and replaced acid feed tube to activity pool.
- Replaced vent damper handles on RTU at the club. Handles broke causing vents to close, sending air downstream to the last vent.
- Grease trap cleaned by A&P Grease Trappers for TC ELC kitchen.
- Multiple lights and ballast changed at TC.
- Changed 32 light bulbs in Wolves offices and locker rooms.
- HOFFMAN - installed turf ADA walkway from entrance to transfer deck on new playground, installed 4 truckloads of playground mulch (320 yards) and installed new park I.D. sign.
- Installed new artificial turf over mulch bed areas at Poplar Park.
- Installed new park ID signs at Westbury, Victoria, Pine and Hoffman Parks.
- Repaired zip line cable at South Ridge Park.
- Graffiti removal at Fairview and Tropicana Park.
- Painted building trim at Seascape.

RECOMMENDATION

Staff recommends that the Buildings & Grounds Committee forward the Parks, Planning and Maintenance October Board Report to be included in the October Executive Director's Report for Board approval.

RECREATION DIVISION REPORT

Recreation Division



Alisa and Katie attended the Chamber’s Legislative Luncheon on September 16. Alisa was voted as the Treasurer for WILS (Women in Leisure Services – Chicago Chapter).

DEI:

- Alisa attended the Hispanic Heritage Fiesta celebration at the Village on October 15 as part of her involvement in the Village’s Cultural Awareness Commission.
- 26 applications were received this month for Programs for All. Many fall programs have already started so students will be placed in late fall or winter programs.
- Alisa and Katie attended an IPRA training on DEI this past month.

Staff Updates:

- Kyle Goddard, one of the Athletic Managers, has left HEParks to work for his apartment complex while following his passion for fishing. He will be running his own business, Get Hooked. A new manager, Ryan Davalos, has accepted an offer to fill the vacant position and will start November 2.



Triphahn Center



Willow Recreation Center

Triphahn Center Fitness

Membership	<u>9/30/2021</u>	<u>01/01/2022</u>	<u>9/30/2022</u>	<u>2022 YTD Var. +/-</u>
Total	522	523	439	-84

Membership numbers do not include the free health insurance members.

Pass	% Visited in Aug 2022	% Visited in Sept 2022
TCIA Fitness Adult	56%	52%
TCIA Fitness Junior/Student	55%	47%
TCIA Fitness Senior	66%	59%
Average Paid Members	55%	53%
TCIA Gym Pass*	23%	23%
TCIA Renew Active*	23%	26%
TCIA Tivity Prime*	15%	14%

TCIA Silver Sneakers*	26%	30%
Average Insurance Members	22%	23%

Passes with * are the free health insurance memberships.

Willow Rec Center Fitness & Racquetball

Membership	<u>9/30/2021</u>	<u>01/01/2022</u>	<u>9/30/2022</u>	<u>2022 YTD Var. +/-</u>
Fitness	92	103	114	+11
Racquetball	28	36	36	0
Total	120	139	150	+11

Membership numbers do not include the free health insurance members.

Pass	% visited in August	% visited in September
WRC Fitness Adult	50%	52%
WRC Fitness Junior/Student	21%	36%
WRC Fitness Senior	25%	22%
Average Paid Members	32%	36%
WRC Gym Pass *	-	-
WRC Silver Sneakers *	18%	25%
WRC Tivity Prime *	0%	5%
WRC Renew Active *	9%	10%
Average Insurance Members	9%	13%

Fall Group Fitness enrollment:

Class	Fall 2021	Fall 2022 (to date)
50+ Basic Exercise	40	22
Fitness Boot Camp	57	27
Women of Steel	41	18
Tai Chi	14	16
Feel Better Workshop	n/a	2 (new)
Line Dancing	n/a	9
Gentle Yoga	n/a	cancelled



Dog Off-Leash Areas

Membership	<u>9/30/2021</u>	<u>01/01/2022</u>	<u>9/30/2022</u>	<u>2022 YTD Var. +/-</u>
Total	718	700	619	-81



General Programs

General Programs:

Program	Fall 2021	Fall 2022 (to date)
Baton & Poms	25	40
Singing & Acting (w/ Palatine PD)	12	18
A&A Music (piano & guitar)	6	6
Shotokan Karate	61	135
Tae Kwon Do	31	45
Gymnastics	112	380
Racquetball lessons	6	6
Racquetball leagues	n/a	38
New! Art Painting & Comic Drawing	n/a	10

Dance:

- Fall classes started mid-September. There are 21 classes running with 190 dancers (compared to 20 classes running last fall with 141 dancers.)

Outdoor Recreation:

- Archery: 10 total enrolled for fall session.

Fishing:

- Fall Fishing Derby was held on October 2 at Fabbrini Park. There were 83 people registered.

Special Events:

- Staff led the children's activities at the Village's Platzkonzert on September 10. The event was rained out on September 11.
- The Preschool Halloween Bash is scheduled for October 15. 136 are enrolled.
- The Haunted Hoffman Family Fest will be held October 22 at Fabbrini Park. The event is free, but the Trick or Treat Path is a paid event within the event. The event sold out with 450 children, but enrollment has been increased to accommodate 600 children.
- The Pumpkin Skate is scheduled for October 30 at Triphahn Center Ice Rink.



50+ Club

Senior Center September & early October events:

<u>September 50+ Events:</u>	<u>Date:</u>	<u>Attended:</u>
Cantigny Trip	9/13	7
Festival of Arts and Crafts Show	9/30	6
Seniors Out Socializing Early Bird	9/21	13
Seniors Out Socializing	9/16	9
Birthday Lunch	9/23	14
Pub Trivia	9/22	32
Lunch and Learn Weight Matters	9/14	Cancelled
Lunch and Learn Vacation Trips	9/26	8
Lunch and Learn Encore	9/28	10
Starved Rock Trip	10/4	24
Bunco and Baked Goods	10/6	5
Movie Night	10/11	5
Sr. Living Seminar	10/13	5



Early Childhood

Little Stars Child Care

There are 41 children enrolled in LSC compared to 35 last year.

Part-Day Preschool 22/23

21-22 TC		22-23 TC		21-22 WRC		22-23 WRC	
Threeschool	12	Threeschool	10	Threeschool	4	Threeschool	c
2's Playschool	24	2's Playschool	18	2's Playschool	10	2's Playschool	c
3's & 4's	85	3's & 4's	84	3's & 4's	25	3's & 4's	38
Total	121	Total	112	Total	40	Total	38

Josephine Parker was hired on September 6 as the new Director Designee and preschool teacher in the 4 year old room at Willow.

Enrichment Classes: Session 1 of fall classes started mid-September

Program	Fall 2021	Fall 2022
Mini Chefs	7	7
Little Scientist	10	17
Sticky Fingers	6	4
Lunch Bunch	6	9
Books Come Alive	5	11
Tot Rock & Kid Rock	12	14



School Age - STAR and Day Camps

STAR Enrollment 22/23

	3 days before	3 days after	5 days before	5 days after	Total enrolled 22/23	<i>Total enrolled last year 21/22</i>
Armstrong	7	12	21	28	68	47
Fairview	7	12	21	28	53	58
Lakeview	1	6	14	25	46	55
MacArthur	1	13	30	34	78	58
Muir	3	6	15	16	40	41
Lincoln Prairie	5	10	23	16	5	43
Total for D54	24	59	124	147	290	302
Whiteley	2	12	29	34	77	85
Thomas Jefferson	4	11	16	44	75	54
Total for D15	6	23	45	78	152	139

Kinder STAR 22/23 enrollment:

K-star currently has 29 children enrolled compared to 34 last year.

	AM	PM
Whiteley	4	9
Thomas Jefferson	9	7



**Hoffman Basketball Academy
Winter League:**

Registration began on September 16 for our in-house winter basketball league. New this season is our pod system for 1st/2nd graders. Currently 79 total players registered for the 1st/2nd level with the new system.

Below are the October registration numbers for 2022 and 2023.

	1st/2nd co-ed	3rd/4th Boys	5th/6th Boys	7th/8th Boys	3rd/4th Girls	5th/6th Girls	7th/8th Girls	Total
2021-22	43	28	17	14	6	2	2	112
2022-23	79	34	31	10	10	6	2	172

Fall Baseball

Practices and games for all levels started in the month of August. Our Bronco, Pony and Colt teams competed in their opening day on August 27. All other leagues had their first games on September 10.

	Pinto	Mustang	Bronco	Pony	Colt	Total
2021	26	32	13	11	12	94
2022	37	22	21	11	11	102

Adult Softball League - Opening day for our fall league was held on August 8. This season has 7 teams, same as fall 2021.

- Homerun Derby- new this season to grow interest to our leagues.
The home run derby has been re-scheduled for 10/17.
- Double elimination tournament – instead of a post season tournament for top teams only we have opened it up to all teams by creating a double elimination tournament.

Soccer

- Soccer Fundamentals classes run by HUSC for fall has 158 children enrolled to date compared to 109 last year.

Fall Soccer league:

- There are 247 enrolled in in-house league compared to 113 last year and 68 enrolled in the inter-village league compared to 102 last year. A total of 315 soccer players compared to 215 last year.

Cricket

- There are 4 children enrolled in Basics of Cricket class for fall. This was not offered last fall.

Adult Pickleball League

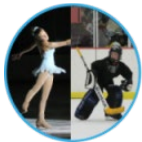
- Summer Pickleball league ended September 19.
- We hosted an outdoor Pickleball tournament on Saturday October 1. There were six recreational teams and four competitive teams.
- Fall Pickleball league registration is open which will start mid-October indoors at TC.
 - o Current Numbers:
 - Beginners League: 18 players
 - Social League: 18 teams
 - Advanced league: 6 teams

Disc Golf

- Another disc golf tournament was offered on October 8, but did not run. Most local disc golf leagues utilized this weekend as their final meeting. We will schedule an additional tournament in the spring.

E-Sports

- Kids Night Out was held on September 17 with 9 enrolled.
- Fortnite tournament was held on October 7 with 11 enrolled.
- Membership has decreased to three members. Staff is working on creating new events as the events and birthday parties bring in higher attendance.



Ice Operations

Triphahn Ice Rink hosted the Wolves vs Milwaukee Admirals pre-season exhibition game on Friday, October 7. The game sold out with 400 tickets.

Hockey:

Fall League: There are currently 201 players enrolled in the league compared to 185 last year.

	Fall 2021	Fall 2022
Mites	36	43
Squirts	48	50
Pee Wees	23	28
Bantams	32	33
Midgets	30	30
Wolverines U14	16	17
TOTAL	185	201

The adult hockey league has six teams compared to five last fall.

Hockey lessons has 112 skaters compared to 98 last fall.

Figure Skating:

- Fall figure skating classes has begun with 351 participants, compared to 269 last year.
 - New for fall were 3 classes! Axel/double jump class, Music/Choreography class and Parent-Tot skating.
- There are 16 skaters enrolled in the monthly freestyle ice membership

Public Skate for September & early October

- September 11: 45 pre-registered and 61 walk-ins
- September 25: 22 pre-registered and 61 walk-ins
- October 9: 22 pre-registered and 43 walk-ins
- Columbus Day October 10: 28 pre-registered and 20 walk-ins



Aquatics

Indoor Swim Lessons: Fall swim lessons started mid-September with 183 participants compared to 101 last year.



Communications and Marketing

September was a busy month for the C&M department. It was the beginning of the school year for STAR and Preschool, the start of winter basketball league registration and the end of soccer registration. The month also included Beer Garden Events, the beginning of the review process for the Winter Program Guide and the Club's Open House. The website project also kicked off into high gear in September with staff discovery meetings, analytics and content review.

Website Launch

- Design review
- Icons
- Content review
- Forms
- Wireframes
- Site Map
- Menus

Community Involvement:

- Hoffman Estates Chamber of Commerce Board Meeting
- Hoffman Estates Chamber of Commerce Golf Outing
- Village's Platzkonzert Kids Zone
- Birch Park Ribbon Cutting
- Haunted Hoffman Family Fest

Special Projects:

- Bridges Beer Garden – Oktoberfest
- Winter Guide draft
- Community Fitness Days – TC, WRC, Club
- Healthy Selfie campaign
- Club's Abtastic challenge
- Translation for Programs for All

Recreation

- Winter basketball
- Fall soccer
- Disc Golf Tournament
- Preschool hiring
- Pickleball tournament
- Community Garage Sale
- Public Skate promotion

- Fishing Derby
- Haunted Hoffman

Club

- Indoor swim lessons
- October promotion
- Open House postcard
- Abtastic Challenge
- Football squares
- Referral program
- 1/3 page informational piece
- Nutrition template
- Open House promotions & signage
- Eraser Guessing Raffle
- Pumpkin Climb
- Member of the Quarter

Bridges

- Private event signage
- Corporate Outings
- Top Tracer Leagues
- Octoberfest
- Live Music Night
- Digital & Google ads for weddings, Top Tracer, Beer Garden and Golf Course
- Bags Tournament
- HECC Coupon
- 1/3 page Top Tracer informational piece

Human Resources

- Now Hiring
- Business cards for new staff

Parks

- NWSRA PURSUIT volunteer opportunity
- Park Map for Pine Park
- Survey for OSLAD signature

Email campaigns:

During the final week in August and through September, the Marketing Department began a series of emails focusing on the different facilities within the district. These specialized emails

had a higher open rate than the weekly Tuesday email. The average open rate for district emails is 35%. This highlight series was very successful and will be repeated next year.

Facility-Focused Highlight Email. Number of opens out of almost 25,000 and (percentage open)

- Bridges Highlight: 8,906 (39%)
- Triphahn Center: 8,633 (38%)
- Willow Recreation Center: 10,056 (44%)
- The Club at Prairie Stone: 8,285 (36%)

12 e-blasts were sent out this month.

- Pine Park Renovation Plan Survey 1
- All District Email – Now Hiring
- Pine Park Renovation Plan Survey 2 (9/9)
- Focus on the Triphahn Center (9/9)
- Fall Grooming (9/13)
- All District (9/13)
- Focus on Willow Recreation Center (9/15)
- All District (9/20) Oktoberfest
- Focus on The Club at Prairie Stone (9/22)
- October Senior Newsletter
- All District 9/27 Fitness membership – Community Fitness Day – bring guests for free
- All District 9/27 Weekend activities

of Followers:

Account	Social Media Platform	Sept 2022	August 2022	July 2022	June	May	APRIL 2022	March 2022	February 2022
Bridges of Poplar Creek	Facebook	1,221	1,233	1,201	1,170	1,160	1,149	1,142	1,131
	Instagram	165	159	155	154	151	150	148	145
	Twitter	162	161	161		160	159	158	159
The Club	Facebook	1,712	1,725	1,707	1,697	1,698	1,627	1,688	1,683
	Instagram	434	438	425	419	418	407	381	365
	Twitter	46	46	46	46	46	46	46	46
HEParks	Facebook	6,694	6,526	6,190	6,066	6,007	5,883	5,817	5,425
	Instagram	1,101	1,092	1,072	1,056	1,041	1,041	1,020	1,011
	Twitter	1,128	1,121	1,114	1,110	1,107	1,103	1,097	1,091

Ice Academy	Facebook	117	116	115	115	115	113	113	113
Wolf Pack	Facebook	487	473	467	460	449	437	432	427
	Instagram	445	432	424	418	416	414	412	402
Senior Center	Facebook	138	137	137	138	138	137	133	134

- 74 Social Posts to HEParks Facebook and Instagram. Five ads were run on social media. The most popular social media post was about Volunteer Hours, followed by the Community Garage Sale, and the Haunted Hoffman Family Fest Event.

Website:

- Top Five Visited webpages: Home, Program Guide, Basketball, Now Hiring and Figure Skating (last year was: Home, Program Guide, Haunted Hoffman, Hockey, Youth Sports)
- September website visits are closely aligned with 2021 numbers. However, the most frequently visited pages during 2022 deviated greatly from previous years. Basketball, previously not within the top ten pages in September, reached the #3 spot due to increased promotions associated with the new league structure. Pickleball made its first top ten placement in the #10 spot.

Recommendation

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

BRIDGES DIVISION REPORT

Bridges General Programs

- Exciting Fall Event Schedule has been very popular! We sold out two TopTracer Leagues with a third one added which will sell out soon. The Senior Fall Scramble sold out as well and we had 20 teams for our ProAm. We have also added a few new events. Event registration is available at www.bridgesofpoplarcreek.com.

Fall Event Schedule

- Turkey Shoot – November 5
- TopTracer 4-Person Scramble – November 12
- Breakfast with Santa and Winter Fest – Dec 10
- High School golf season is coming to an end. We hosted the Boys Sectional Meet on October 3, which consisted of 12 local schools and a total of 114 players.

Golf Rounds

MONTHLY ROUND TOTALS					
2018	2019	2020	2021	2022	5 Year Average
3,554	3,616	4,830	4,435	4,218	4,131
YTD ROUND TOTALS					
2018	2019	2020	2021	2022	5 Year Average
24,117	22,167	21,570	26,614	25,126	23,919

Range Basket Sale Totals

MONTHLY RANGE BASKET SALES TOTALS					
2018	2019	2020	2021	2022	5 Year Average
2,344	2,653	3,346	2,685	2,826	2,771
YTD RANGE BASKET SALES TOTALS					
2018	2019	2020	2021	2022	5 Year Average
16,316	18,755	14,942	18,553	15,686	16,850

TopTracer Hour Totals

MONTHLY TOPTRACER RESERVATION HOUR TOTALS
2022
439 Hours
YTD TOPTRACER RESERVATION HOUR TOTALS
2022
3,121

Food & Beverage

September

- 10 golf outings servicing 900 guests
- 1 breakfast meeting servicing 25 guests
- 2 showers servicing 135 guests
- 1 ceremony/reception servicing 50 guests

October

- 2 golf outings servicing 35 guests
- 2 baby showers servicing 70 guests
- 4 ceremony and receptions servicing 475 guests
- 1 dinner servicing 144 guests

Wedding Counts

2022

13 ceremony/receptions (4 cancelled in January to move to different county)

1 reception only

2023

1 ceremony only

1 reception only

8 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

Golf Maintenance Summary

Staff was hard at work with general maintenance this past month. Some of the highlighted items are as follows:

- Hover mowed bunker banks and trimmed edges
- Mowed down Phragmite in front of 18th tee, along the 18th cart path and 1st fairway, and 6th tee box plus any areas where Phragmite was impeding vision for play and safety.
- Mowed down the range hill and behind range net so clubhouse staff can collect as many range balls for the upcoming winter.
- Took photos and marked dead or dying trees to develop a winter tree maintenance plan.
- Fertilized tees with a granular application.
- Low depressions have been soiled, seeded, raked, paper mulched and staked off.
- Range tee and Top Tracer grass has been mowed down to 2" and top dressed.
- General irrigation repairs



September 2022

Membership Totals	<u>9/30/2021</u>	<u>1/01/2022</u>	<u>9/30/2022</u>	<u>Var. +/-</u>
Totals	2,088	2,160	2,263	+103

Member Services/Sales

- The Club team enrolled 93 new members in September. This is an average number of new enrollments for September, on par with the September average for the past few years.
- Visit numbers were steady in September with a total of 13,005 check-ins for the month. This is down from August (approx. 15,000) and a reflection of the student members returning to school as well as the first couple weeks of September being very slow due to all of the back-to-school activities.
- We had 1,411 unique visits in September, meaning approximately 62% of members visited/used the facility at least once a month. This is low for our average (typically over 75%) but another reflection of the lower attendance all around in the facility in the first half of September.

Operations and Fitness Departments:

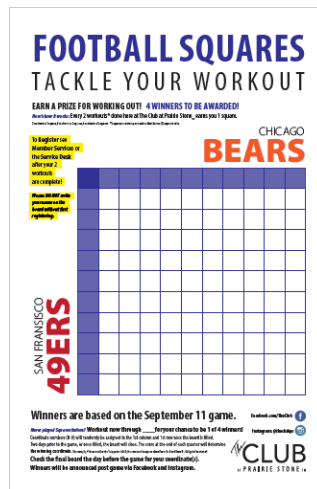
- We kicked off September with several fun member retention activities to get members reengaged as they begin to come back inside for workouts:
 - AB-tastic challenge – fitness department created a calendar of daily abdominal workouts for members to complete; C&M supported this challenge with daily posts on Instagram and Facebook (example below) where a video of each day’s exercise was posted. Members turned in completed calendars at the end of month for a drawing for a backpack.



- Eraser Raffle – guess the number of erasers in the jar (these guessing games are always a huge hit!)



- Football Squares- each Monday we post a football square for a Sunday game. For every two workouts a member completes, they can put their name on a square. There are four winners each week that win an “I tackled my workout at The Club” t-shirt.



- The Club hosted a Parents Night Out event on September 24, with 16 children enrolled. The kids had a lot of fun splitting their time between wall climbing, crafts, gym activities, bags tournament, pizza dinner and a movie and popcorn to finish the evening.
- Though officially an October event, Club staff spent a lot of time in September planning the annual open House event. The event was a success, bringing in 40 new members on this one day. We welcomed vendors from Dick Pond Athletics of Hoffman Estates, AMITA, Walgreens (giving flu vaccines and COVID boosters), and an essential oil vendor. We also had an “Ask a Trainer” table, a free basketball clinic, light refreshments and raffles. An additional thank you to Crumbl cookies, McDonalds, and Tony’s Fresh market for their contributions of coupons and products for giveaways throughout the day.
- Club Staff has chosen two new members for our Member Spotlight series. Link to webpage here: <https://www.theclubps.com/member-spotlight>

Ed Ramos

Ruth Walker



RECOMMENDATION

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

ADMINISTRATIVE SERVICES DIVISION REPORT

A. Administrative Services

- Distributed revisions to the Personnel Policy Manual to all staff for review and collected acknowledgments through our PandaDoc digital document system.
- Provided notice to our current applicant tracking system, AppliTracK that we are moving to a new system, BreezyHR. BreezyHR is a more modern, flexible system that will improve our hiring process.
- Collaborated with the Administration Department on our Distinguished Accreditation process.
- Uploaded all of our employee certifications to our BS&A Human Resources module.
- Created a Safety Procedures Manual, which consists of detailed safety procedures including Emergency Operations Procedures, Crisis Communications Plan, and Hazardous Communications Plan (HAZCOM). This plan can be updated as the need arises. This manual was reviewed by the Safety Committee, Administrative team, and Executive Director for approval.
- Updated our COVID protocols and requirements based on the Park Board’s policy change at the August 23 meeting and the Governor’s executive order 2022-20, which

officially removed the vaccinate-or-test requirement for unvaccinated school personnel and day care employees.

- Assisted the Club and PDRMA with an insurance claim/incident.

B. Human Resources

- Processed 10 new part-time hires.
- Held an orientation tour with new employees Jillian Ironside and Kim Kaeseberg. We visited all the facilities and introduced Jillian and Kim to our staff.
- Attended PDRMA trainings including the Managing of Unemployment Claims webinar, Legal Update and Discussion webinar on Independent Contractors, and attended PDRMA’s Reasonable Suspicion webinar.
- Scheduled interviews for the Athletic manager position.
- Assisted in conducting first round interviews for the Athletic Manager position.
- Participated in PDRMA’s Determine your Agency’s 2023 Benefits Strategy Webinar and Health Council Meeting webinar.

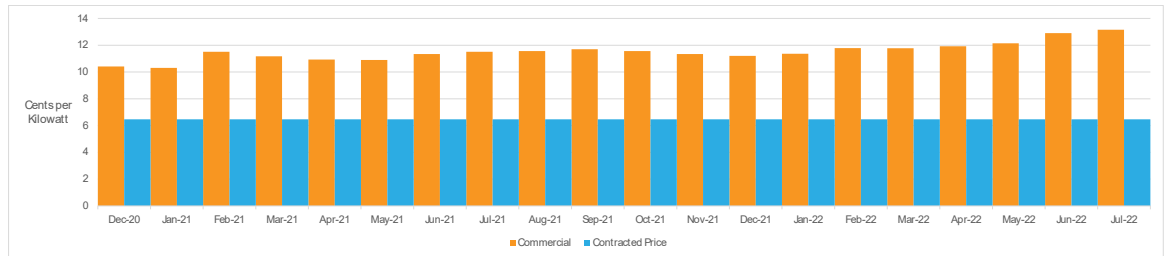
C. Recommendation

Staff recommends that the A&F Committee forward the October Administrative Services Report to be included in the October Executive Director’s Report for Board approval.

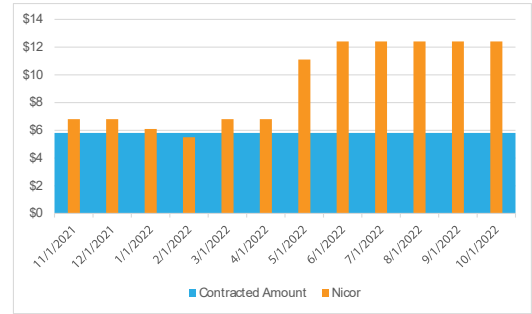
ADMINISTRATION & FINANCE DIVISION REPORT

A. Finance/Administration

- Average retail prices for electricity are released by the Energy Information Administration with a two-month lag. The electric contract the District entered in December 2020 has resulted in \$42,811 in savings through July 2021.



- The Illinois Commerce Commission provides current and historical rates per dekatherm for natural gas. Using the per dekatherm cost for Nicor, the District saved \$22,791 from the partial contract entered November 2021 through October 2022. The District has entered into an 18-month contract for \$6.58 per dekatherm. This puts the contracted rate well below the market rate for ten of the past twelve months with an overall projected savings of \$26,000 annually. By choosing an 18-month contract, the District will be in a position to take advantage of summer rates as the contract nears completion or extend the contract at a negotiated new rate should the market return to prices from prior years.



- Processed applicable monthly and quarterly returns as required.
- Processed Club/TC/WRC cancellations, including attaching documentation to RecTrac household member and member holds before October billing.
- Completed BSA software updates.
- RecTrac Enhancements/Processes
 - Created BPC TopTracer League tickets
 - Created Texas Hold Em Foundation tickets
 - Topaz electronic signature capture device is deployed at TC, additional devices will be ordered.
- Payroll Cycle Processing
 - 09/02/22 \$348,371.72
 - 09/16/22 \$335,240.60
 - 09/30/22 \$336,539.77

B. Administrative Registration/EFT Billing

- EFT Billings for:
 - Sponsorship/Marquee
 - LSC (weekly)
 - Club/TC/WRC Fitness
 - Locker
 - eSports
 - Freestyle
 - Preschool
 - STAR / KSTAR
 - Dance Company
 - Youth Hockey

- Administrative
 - a. Database Maintenance
 - Duplicate Households
 - Employee Pass
 - b. Program Fee/Rule Adjustments
 - c. Applied Hockey Discounts
 - d. Assisted Training New Staff

Administrative Registration for:

- a. Park Permits
- b. Waitlist Enrollments
 - a. STAR
 - b. Preschool
- c. Soccer Team Transfers
- d. Baseball Transfers

C. Technology

- Security Cameras
 - a. Remaining three (3) cameras have been deployed at The Club; locker room entrance, fitness area and café area.
 - b. Four (4) 4TB hard drives were added to the TC exacqVision security camera server to increase storage space.
 - c. Procuring new hardware to replace the exacqVision security camera server at The Club.
- All five (5) new Reach computers/TVs have been deployed.
- Watchfire Marquee Signs
 - a. All new 4G modems have been deployed/installed/configured by Walton's certified technicians for all eight (8) signs. Verizon is set to end 3G service by the end of the year.
 - b. Walton/Watchfire has been advised of current failed LED panels at our VOG & BPC signs. Walton is in the process of sending their technicians with a lift truck to perform the repair/replacement.

D. Recommendation

Staff recommends that the A&F Committee forward the October Administration & Finance Report to be included in the October Executive Director's Report for Board approval.

Park District Updates 9.30.2022

Please note that if a Park Commissioner would like to be registered for any event please contact Cindy.

Upcoming Events

- **Oct 1 - Community Fitness Days**
- **Oct 1 - Adult Pickleball Tournament**
- **Oct 1 - Community Garage Sale**
- **Oct 1 - Open House at The Club at Prairie Stone**
- **Oct 2 - Fishing Derby**
- **Oct 2 - Bridges Beer Garden Live Music**
- **Oct 2 - Live Music at Bridges Beer Garden**
- **Oct 3 - 50+ Trip – Starved Rock Fall Colors Trolley and Lunch**
- **Oct 4 - Family Storytime at Cottonwood Park**
- **Oct 5 - Fall Senior Scramble (sold out)**
- **Oct 7 - ESport Tournament Fortnite**
- **Oct 7 - Chicago Wolves Exhibition Game at Triphahn Center**

WT Group Top Tracer Fundraiser Acknowledgement

Staff received great reviews and a big thank you from W-T Group, after hosting their foundation fundraiser at our TopTracer facility. Please see the attached note from Elise Stredney of WT Group.

Hoffman Estates Fire Department Open Houses – October 8, 15, 22

HEParks will participate in the October Fire Department Open Houses with a table/booth to interact with residents. The dates/locations are as follows: October 8 at 225 Flagstaff Lane (FH 21); October 15 at 1300 Westbury Lane (FH 23); and October 22 at 5775 Beacon Pointe Drive (FH 24).

School District 54 / HEParks - Poplar Park Ribbon Cutting Ceremony – Thursday, October 13

School District 54 and HEParks will celebrate the completion of Poplar Park, the playground at **John Muir Elementary School**, on **Thursday, October 13 at 4:30** p.m. Feel free to join the community in the **ribbon cutting** ceremony for the first fully inclusive playground in Hoffman Estates!

HEParks Haunted Family Fun Fest – Saturday, October 22

We are looking for additional volunteers for this event! If anyone is interested, please let Cindy Flynn know. Thank you!

Join us for this festive Halloween event on Saturday, October 22 at Fabbrini Park. The event runs from 10:00 a.m. to 2:00 p.m. and includes a Trick or Treat Path for the kids (registration and fee required), food trucks, costume contests, games, hay ride, pumpkin carving contests (registration required), and live music and magic shows. More information can be found [here](#).

Coats for Kids of District 54 – Drop-Off October 24-28 at Various Local Locations, including Triphahn Center

The Welfare Services Department of the Township of Schaumburg has organized a “Coats for Kids” clothing drive to benefit children residing in School District 54. New winter wear for children and teens, including coats, snow pants, boots, hats and gloves will be collected between October 24 and 28 at

various locations including Hoffman Estates Park District's Triphahn Center. For more details and other drop-off locations, please see the attached donor letter and flyer.

IAPD Legal Symposium – Thursday, November 3

The IAPD is hosting their annual Legal Symposium at the Conference Center/Hyatt Lodge in Oak Brook on Thursday, November 3 from 8:00 a.m. to 2:30 p.m. Both in-person and virtual attendance options are available. The panel will feature representatives from various legal firms, presenting information on several recent legal changes that affect the parks and recreation industry. More information can be found [here](#).

Upcoming Neighborhood Block Parties

Here are a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one, and would love to see Park District representatives from time to time. Feel free to stop by!

1996 Raleigh Place

Saturday, October 8

4:00 – 6:30 p.m. (police/fire 5pm)

4:30 – 5:00 p.m. (Mayor)

Have a great weekend!

Thanks,
Craig

Dear Brian and Team,

I start this note with a big THANK YOU to all those who helped make our inaugural W-T Foundation Top Tracer Golf Outing a smashing success last Thursday! The compliments, appreciation, and positivity we received from our sponsors and attendees mirrored what we as a committee felt as well – especially in terms of your team’s customer service!

We went into the event feeling excited knowing that all of the bays and 90% of our sponsorship opportunities had been sold. Your team hit it out of the park with service, and while I only know you, Jennifer, Jenny, and Kurtis by name, please extend this note to everyone who took part. From the gentleman who walked bay to bay answering programming questions and detailing out final scores, to the wonderful server who asked permission to put a vegetarian option request from an attendee on our tab versus ‘just including it,’ to the gentleman during set-up on-hand with our extra table and tablecloth requests, your team was personable, helpful, patient, and overall, service-oriented – which we APPRECIATE at an event such as this!

Being able to enjoy the event and interact with the guests made all the difference in the world, and we can’t wait to do it again next year! The best indicator of how well the event ran was when I had a sponsor ask me in-person if they knew when we would be holding this next year so they can sign up again to sponsor.

I’ll be in touch and will be sure to pass along our final video of the event once we receive it.

Elise Stredney

Executive Assistant
Administration

T 224.293.6333

Estredney@wtgroup.com
www.wtgroup.com

2675 Pratum Avenue
Hoffman Estates, IL 60192

Engineering with Precision, Pace & Passion



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Park District Updates 10.7.2022

Please note that if a Park Commissioner would like to be registered for any event please contact Cindy.

Upcoming Events

- **Oct 7 - ESport Tournament Fortnite**
- **Oct 7 - Chicago Wolves Exhibition Game at Triphahn Center**
- **Oct 8 - Disc Golf Tournament – CANCELLED**
- **Oct 8 - Pumpkin Swim – CANCELLED**
- **Oct 9 - Pro Am Scramble**
- **Oct 9 - Public Skate- Oct 9**
- **Oct 10 - Kids Day Off**
- **Oct 10 - Public Skate – Columbus Day**
- **Oct 11 - Family Storytime at Cottonwood Park**
- **Oct 15 - Seed Collection Event**
- **Oct 15 - Kids Night Out**
- **Oct 15 - Halloween Bash**

IAPD Distinguished Accreditation

After several months of gathering documents, evidence and board approvals, we received our evaluation through IAPD for Distinguished Accreditation this past Tuesday, October 4. A team of evaluators met with staff for most of the day, and in the end we were told that we passed with flying colors! This is the fifth consecutive time we have been accredited since our first application back in 2000. We will receive our final scores in the next week or so, followed by an official announcement by IAPD at a luncheon on Monday, November 21. In addition, HEParks will be honored at a ceremony during the IAPD/IPRA conference at the end of January.

2023 Election Calendar

Please see the attached election calendar for key dates regarding the April 4, 2023 Consolidated Election (the February Consolidated Primary Election is included as well).

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HEParks will participate in the October Fire Department Open Houses with a table/booth to interact with residents. The dates/locations are as follows: October 8 at 225 Flagstaff Lane (FH 21); October 15 at 1300 Westbury Lane (FH 23); and October 22 at 5775 Beacon Pointe Drive (FH 24).

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Texas Hold ‘Em Fundraising Event – Saturday, November 5 – Bridges of Poplar Creek

The Friends of HEParks Foundation will be hosting a Texas Hold ‘Em poker tournament on Saturday, November 5 at Bridges of Poplar Creek Country Club. The \$75 buy-in includes tournament entry, buffet dinner, one drink ticket, and one hour of future play at our TopTracer facility. A cash bar, Sit-n-Go table tournaments and a Split-the-Pot raffle will be available all evening. Proceeds from the event will benefit the Friends of HEParks Foundation, which raises money so that residents of Hoffman Estates can participate in our programs regardless of their financial circumstances. Click [here](#) and then on the website link under “Details” to register!

Upcoming Neighborhood Block Parties

Here are a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one, and would love to see Park District representatives from time to time. Feel free to stop by!

1996 Raleigh Place

Saturday, October 8

4:00 – 6:30 p.m. (police/fire 5pm)

4:30 – 5:00 p.m. (Mayor)

Have a great weekend!

Thanks,
Craig



2023

ELECTION CALENDAR

PREPARED BY **PETER MURPHY**, IAPD PRESIDENT/CEO AND
JASON ANSELMANT, IAPD GENERAL COUNSEL



IAPD

Illinois Association of Park Districts

This Election Calendar contains key dates associated with the 2023 Consolidated Primary and Consolidated Elections. It includes information and dates IAPD deems most important to its members but does not include every date associated with these elections. The dates listed are unofficial at the time this calendar went to press, however, once the State Board of Elections publishes its Campaign and Finance Calendar, a complete list of all election dates will be available under the Legal section of the IAPD website at ILparks.org. All candidates and voters are encouraged to seek the appropriate legal advice concerning their rights and obligations.

For purposes of this calendar, "election authority" means the County Clerk or the Board of Election Commissioners. "Local election official" means the clerk or secretary of a unit of local government or a school district. "Business day" means any day in which the office of an election authority, local election official or the State Board of Elections is open to the public for a minimum of seven hours. (10 ILCS 5/1-3)

All citations contained herein are "Illinois Compiled Statutes, 2021".

FILING AND REGISTRATION DATES

(a) Filing and registration dates are fixed by the Election Code. The dates shall conform to those expressed in statute unless they fall on a date which is not a business day as defined above. In such case(s), the period shall extend through the first business day next following the day otherwise fixed as the first or last date. (10 ILCS 5/1-6(a))

(b) If the first or last day of any action required or allowed by the Election Code falls on a State Holiday, Saturday, or a Sunday, the period shall extend through the first business day following the day otherwise fixed as the first or last day for filing or the close of registration, irrespective of whether any election authority or local

election official conducts business on the State Holiday, Saturday, or Sunday. (10 ILCS 5/1-6(a))

(c) For the section of the Election Code upon which this calendar is based, "State Holiday" means New Year's Day, Dr. Martin Luther King Jr.'s Birthday, Lincoln's Birthday, President's Day, Casimir Pulaski's Birthday, Good Friday, Memorial Day, Juneteenth National Freedom Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day, and any other day declared by the President of the United States or the Governor of Illinois to be a day during which the agencies of the State of Illinois that are ordinarily open to do business with the public shall be closed for business. (10 ILCS 5/1-6(b))

(d) To receive specific signature requirements for any particular office, candidates should contact the election authority or local election official who is responsible for receiving the filing of the petition for nomination and/or election to office.

Key Dates Associated with the Consolidated Primary Election – February 28, 2023

2022

Thursday, SEPTEMBER 29

First day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, OCTOBER 31

Last day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, OCTOBER 31

Last day to file petitions (must contain original sheets signed by voters and circulators) to create a political subdivision with the appropriate officer or board (for park districts, circuit court clerk). (10 ILCS 5/28-2(b); 70 ILCS 1205/2-3)

NOTE: Objections can be filed on or before the date of the hearing with the appropriate circuit court clerk. (10 ILCS 5/28-4)

NOTE: If initial officers are to be elected at the election for creation of a new unit of government, candidates for such offices shall file nomination papers 99-92 days before such election (November 21-28, 2022). (10 ILCS 5/10-6)

NOTE: The circuit court clerk shall publish the hearing date for a public policy petition filed in his/her office not later than 14 days after the petition is actually filed, but at least 5 days before the actual hearing (final orders within 7 days of hearing). (10 ILCS 5/28-4)

NOTE: See the specific statute governing the unit of local government to be established for filing procedures. (10 ILCS 5/28-4)

Monday, NOVEMBER 7

Last day to file objections to petitions to create a political subdivision in the appropriate office where the petitions were originally filed (for park districts, circuit court clerk). (10 ILCS 5/10-8, 28-4; 70 ILCS 1205/2-3)

Monday, NOVEMBER 28

Last day for filing petitions (must contain original sheets signed by voters and circulators) for referenda for the submission of questions of public policy (local). [EXCEPTION: proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act and Section 18-120 of the Property Tax Code. (10 ILCS 5/28-2, 28-6, 28-7)]

NOTE: Petitions to initiate back door referenda must be filed under the deadline specified in the specific statute authorizing the referenda, but in no case later than 92 days prior to the ensuing election.

Wednesday, NOVEMBER 30

First day for any registered voter presently within the confines of the United States to make application by mail or in person to the election authority for an official ballot. (10 ILCS 5/19-2, 19-4)

NOTE: Mailing and delivery of ballots does not occur until Thursday, January 19, 2023.

Monday, DECEMBER 5

Last day to file objections to petitions for referenda for the submission of questions of public policy (local). Objections to petitions for local referenda are filed with the same office in which the original petitions were filed. [EXCEPTION: proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code.] (10 ILCS 5/10-8, 28-4)

Monday, DECEMBER 12

Last day for local governing boards to adopt a resolution or ordinance to allow a binding public question to appear on the ballot. (10 ILCS 5/28-2(c))

Monday, DECEMBER 12

Last day for county, municipal, school, township and park boards to authorize the placement of advisory referenda on the ballot by resolution. (10 ILCS 5/28-2(c); 55 ILCS 5/2-3002, 5-1005.5; 60 ILCS 1/30-205, 80-80; 65 ILCS 5/3.1-40-60; 70 ILCS 1205/8-30; 105 ILCS 5/9-1.5)

Thursday, DECEMBER 22

Last day for the circuit court clerk and the local election official to certify any binding public question or advisory referenda to the election authority having jurisdiction over the political subdivision. (10 ILCS 5/28-5)

Friday, DECEMBER 30

First day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Primary. Such notice shall be published once in a local community newspaper having general circulation in the political or governmental subdivision. The notice shall also be given at least ten days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

2023

Monday, JANUARY 9

Last day for the election authority to post a schedule for early voting conducted at the office of the election authority and each temporary location. Such posting shall remain at each site until the last day of the early voting period (February 27, 2023). If the election authority has a website, it shall make the schedule available on the website. (10 ILCS 5/19A-25(b)(d))

Thursday, JANUARY 19

Last day for organizations of citizens which have among their purposes the investigation or prosecution of election fraud, ballot proposition proponents or opponents and state nonpartisan civic organizations to register their names and addresses and the names and addresses of their principal officers with the proper election authority if the organization(s) wish to qualify for poll watchers at the Consolidated Primary Election. (10 ILCS 5/7-34)

Thursday, JANUARY 19

First day for early voting at the office of the election authority and locations designated by the election authority. Temporary early voting locations may be established by the election authority but are not required to maintain the same voting days and hours as the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, JANUARY 30

Last day for citizens of the United States temporarily residing outside the United States who are not registered but otherwise qualified to vote and who expect to be absent from their county of residence on Election Day to make simultaneous application to the election authority having jurisdiction over their precinct of residence for vote by mail registration and a vote by mail ballot and the last day for the election authority to mail such ballot. (10 ILCS 5/20-2.1, 20-3)

Wednesday, FEBRUARY 1

First day of grace period registration and voting at the office of the election authority or at a location designated for this purpose by the election authority. If the election authority does not have ballots available, the election authority may mail the ballot to the voter when available. (10 ILCS 5/4-50, 5-50, 6-100)

Wednesday, FEBRUARY 8

Last day for employee to give employer written notice that he or she will be absent from the place of employment on Election Day because he or she has been appointed as an election judge under the provisions of 10 ILCS 5/13-1 or 13-2. (10 ILCS 5/13-2.5, 14-4.5)

Tuesday, FEBRUARY 21

Last day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Primary Election. The notice shall also be given at least ten days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or

if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Tuesday, FEBRUARY 21

Last day for any voter who is a member of the United States Service and his/her spouse and dependents of voting age who expect to be absent from their county of residence on Election Day to make application for an official ballot to the election authority having jurisdiction over their precinct of residence and the last day for the election authority to mail such ballot. Members of the Armed Forces may make application via facsimile machine or other method of electronic transmission. (10 ILCS 5/20-2, 20-2.3, 20-3)

Thursday, FEBRUARY 23

Last day for the election authority to receive, by mail, application to vote by mail from any registered voter presently within the confines of the United States. (10 ILCS 5/19-2, 19-4)

Monday, FEBRUARY 27

Last day for early voting at the office of the election authority and permanent locations designated by the election authority. Temporary early voting locations may be established by the election authority, but are not required to maintain the same voting days and hours as the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, FEBRUARY 27

Last day for any registered voter presently within the confines of the United States to apply in person at the election authority or approved local official for a vote by mail ballot. (10 ILCS 5/19-2)

Tuesday, FEBRUARY 28

Last day of grace period registration and voting in the office of the election authority or at a location designated for this purpose by the election authority. The election authority should be contacted to determine the availability of grace period registration and voting in the polling place on Election Day. (10 ILCS 5/4-50, 5-50, 6-100)

Tuesday, February 28, 2023
Consolidated Primary Election

Tuesday, MARCH 14

Last day for the county clerk or board of election commissioners to complete the validation and counting of provisional ballots. (10 ILCS 5/18A-15(a))

Tuesday, MARCH 14

Last day for the county clerk or board of election commissioners to complete the tabulation of vote by mail ballots that were (1) postmarked by Election Day, and were received after the close of the polls on Election Day but not later than 14 days after the election or (2) not postmarked, but did have a certification date prior to the Election Day on the certification envelope, and were received after the close of the polls on Election Day but not later than 14 days after the election or (3) not postmarked, but did have an intelligent mail barcode tracking system that verifies the envelope was mailed no later than Election Day and received not later than 14 days after the election. (10 ILCS 5/19-8)

Tuesday, MARCH 21

Last day for the county clerk or board of election commissioners to canvass the election results. (10 ILCS 5/22-17)

Tuesday, MARCH 21

The last day the election authority shall transmit to the State Board of Elections the following: (1) the number, by precinct, of vote by mail ballots requested, provided and counted, (2) the number of rejected vote by mail ballots, (3) the number of voters seeking review of rejected vote by mail ballots, and (4) the number of vote by mail ballots counted following review. (10 ILCS 5/19-20, 20-20)

**Key Dates Associated
with the Consolidated
Election – April 4, 2023**

2022

Tuesday, SEPTEMBER 20

First day to circulate nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates for park district boards, forest preserve district boards, and road district, fire protection district, library district and municipal library boards, and school and community college boards, who file December 12-19, 2022. (10 ILCS 5/10-4, 10-6)

Thursday, NOVEMBER 3

First day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, DECEMBER 5

Last day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, DECEMBER 5

Last day to file petitions (must include original sheets signed by voters and circulators) to create a political subdivision with the appropriate officer or board (for park districts, circuit court clerk). (10 ILCS 5/28-2(b); 70 ILCS 1205/2-3)

NOTE: Objections can be filed on or before the date of the hearing with the appropriate circuit court clerk. (10 ILCS 5/28-4)

NOTE: If initial officers are to be elected at the election for creation of a new unit of government, candidates for such offices shall file nomination papers 113-106 days before such election (December 12-19, 2022). (10 ILCS 5/10-6)

NOTE: The circuit court clerk shall publish the hearing date for a public policy petition filed in his/her office not later than 14 days after the petition is actually filed, but at least 5 days before the actual hearing (final orders within 7 days of hearing). (10 ILCS 5/28-4)

NOTE: See the specific statute governing the unit of local government to be established for filing procedures. (10 ILCS 5/28-4)

Monday, DECEMBER 12

Last day to file objections to petitions to create a political subdivision in the appropriate office where the petitions were originally filed (for park districts, circuit court clerk). (10 ILCS 5/10-8, 28-4; 70 ILCS 1205/2-3)

Monday, DECEMBER 12

First day for candidates to file in office of the local election official or board of election commissioners, original nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates in park districts and forest preserves. (10 ILCS 5/10-6(2))

NOTE: Filing is between 113-106 days prior to the Consolidated Election. December 12, 2022 is the 113th day prior to that election and is the first day of filing in those offices which are open.

Monday, DECEMBER 19

Last day for candidates to file in the office of the local election official or board of election commissioners, original nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates for park district boards, forest preserve district boards, and road district, fire protection district, library district and municipal library boards, and school and community college boards. (10 ILCS 5/10-6(2))

NOTE: The office in which petitions for nomination must be filed shall remain open for the receipt of such petitions until 5:00 P.M. on the last day of the filing period. (10 ILCS 5/1-4)

Monday, DECEMBER 19

Last day for filing a Statement of Economic Interests with the county clerk as required by the Illinois Governmental Ethics Act. The receipt must be filed on or before this date with the local election official or election authority who received the nomination papers. (5 ILCS 420/4A-105; 10 ILCS 5/7-12(8), 10-5)

Tuesday, DECEMBER 27

Last day for an individual who has filed nomination papers for two or more incompatible offices to withdraw from all but one of the offices with the local election official or election authority. (10 ILCS 5/7-12(9), 10-7)

Tuesday, DECEMBER 27

Last day for filing objections to nomination papers for nonpartisan candidates (whose nomination papers were filed during the period December 12-19, 2022) in the office of the election authority or the local election official with whom the nomination papers were originally filed. (10 ILCS 5/10-8)

NOTE: The objection period consists of five business days. If the office of the election authority or local election official is closed for days that would normally be business days other than Monday, December 26, 2022, they must extend the deadline for filing objections in their office.

Wednesday, DECEMBER 28

Last day the lottery shall be conducted by the local election official or election authority when two or more petitions are received simultaneously for the same office by more than one candidate as of the opening hour of the filing period (December 12, 2022) or during the last hour of the filing period (December 19, 2022). (10 ILCS 5/7-12(6), 10-6.2)

2023

Tuesday, JANUARY 3

Last day for filing petitions (must contain original sheets signed by voters and circulators) for referenda for the submission of questions of public policy (local). [EXCEPTION: Proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code. (10 ILCS 5/28-2, 28-6, 28-7)]

NOTE: Petitions to initiate back door referenda must be filed under the deadline specified in the specific statute authorizing the referenda, but in no case later than 92 days prior to the ensuing election.

Wednesday, JANUARY 4

First day for any registered voter presently within the confines of the United States to make application by mail or in person to the election authority for an official ballot. (10 ILCS 5/19-2, 19-4)

NOTE: Mailing and delivery of ballots does not begin until February 23, 2023.

Tuesday, JANUARY 10

Last day to file objections to petitions for referenda for the submission of questions of public policy (local). Objections to petitions for local referenda are filed with the same office in which the original petitions were filed. [EXCEPTION: Proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code.] (10 ILCS 5/10-8, 28-4)

Tuesday, JANUARY 17

Last day for local governing boards to adopt a resolution or ordinance to allow a binding public question to appear on the ballot. (10 ILCS 5/28-2(c))

Tuesday, JANUARY 17

Last day for county, municipal, township, school and park boards to authorize placement of advisory referenda on the ballot by resolution. (10 ILCS 5/28-2(c); 55 ILCS 5/2-3002, 5-1005.5; 60 ILCS 1/30-205, 80-80; 65 ILCS 5/3.1-40-60; 70 ILCS 1205/8-30; 105 ILCS 5/9-1.5)

Thursday, JANUARY 26

Last day candidates may file Withdrawal of Candidacy in the office of the local election official or election authority. (10 ILCS 5/7-12(9), 10-7)

Thursday, JANUARY 26

Last day for local election official to certify candidates and the offices they are filing for to the election authority. (10 ILCS 5/10-15)

Thursday, JANUARY 26

Last day for the circuit court clerk and the local election official to certify any binding public question or advisory referenda to the election authority having jurisdiction over the political subdivision. (10 ILCS 5/28-5)

Friday, FEBRUARY 3

First day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Election. Such notice shall be published once in a local community newspaper having general circulation in the political or governmental subdivision. The notice shall also be given at least ten (10) days before the date of election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Tuesday, FEBRUARY 14

Last day for the election authority to post a schedule for early voting conducted at the office of the election authority and each temporary location. Such posting shall remain at each site until the last day of the early voting period (April 3, 2023). If the election authority has a website, it shall make the schedule available on its website. (10 ILCS 5/19A-25(b))

Friday, FEBRUARY 17

Last day for the election authority to have in their office a sufficient number of ballots printed and available for mailing to persons in the United States Service or their spouses and dependents of voting age, citizens temporarily residing outside the territorial limits of the United States, and nonresident civilians. (10 ILCS 5/7-16, 16-5.01)

Thursday, FEBRUARY 23

Last day for organizations of citizens which have among their purposes the investigation or prosecution of election fraud, ballot proposition proponents or opponents and state nonpartisan civic organizations to register their names and addresses and the names and addresses of their principal officers with the proper election authority if the organization(s) wish to qualify for poll watchers at the Consolidated Election. (10 ILCS 5/17-23, 18-6)

Thursday, FEBRUARY 23

First day for early voting at the office of the election authority and temporary locations designated by the election authority. Temporary polling locations for early voting can be established at the discretion of the election authority, and the dates and hours are also at the discretion of the election authority. (10 ILCS 5/19A-15, 19A-20)

NOTE: If a primary was held, this is delayed until March 10, 2023.

Tuesday, MARCH 7

First day for election authority to publish notice of the Consolidated Election. The notice must include the polling hours, and the offices for which candidates will be elected. Such notice must also include a list of precinct polling addresses unless published separately at least ten (10) days prior to the Consolidated Election. (10 ILCS 5/12-4)

Tuesday, MARCH 7

Last day for citizens of the United States temporarily residing outside the United States who are not registered but otherwise qualified to vote and who expect to be absent from their county of residence on Election Day to make simultaneous application to the election authority having jurisdiction over their precinct of residence for vote by mail registration and a vote by mail ballot. (10 ILCS 5/20-2.1, 20-3)

Wednesday, MARCH 8

First day of grace period registration and voting at the office of the election authority or at a location designated for this purpose by the election authority. If the election authority does not have ballots available, the election authority may mail the ballot to the voter when available. (10 ILCS 5/4-50, 5-50, 6-100)

Wednesday, MARCH 15

Last day for employee to give employer written notice that he or she will be absent from the place of employment on Election Day because he or she has been appointed as an election judge under the provisions of 10 ILCS 5/13-1 or 13-2. (10 ILCS 5/13-2.5, 14-4.5)

Monday, MARCH 27

Last day for the election authority to publish notice of the Consolidated Election. The notice must include the polling hours, and the offices for which candidates will be elected. Such notice must also include a list of precinct polling addresses unless published separately at least ten days prior to the Consolidated Election. (10 ILCS 5/12-4)

Monday, MARCH 27

Last day for the election authority to publish a notice of any question of public policy to be voted upon within its jurisdiction at the Consolidated Election. The notice shall also be given at least ten (10) days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Monday, MARCH 27

Last day for any voter who is a member of the United States Service and his/her spouse and dependents of voting age who expect to be absent from their county of residence on Election Day to make application for an official ballot to the election authority having jurisdiction over their precinct of residence and the last day for the election authority to mail such ballot. Members of the Armed Forces may make application via facsimile machine or other method of electronic transmission. (10 ILCS 5/20-2, 20-2.3, 20-3)

Thursday, MARCH 30

Last day for election authority to receive, by mail, a vote by mail application from any registered voter presently within the confines of the United States. (10 ILCS 5/19-2)

Friday, MARCH 31

Last day for the election authority to have official ballots available for inspection by candidates or their agents. (10 ILCS 5/16-5)

Monday, APRIL 3

Last day for early voting at the office of the election authority and locations designated by the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, APRIL 3

Last day for any registered voter, presently within the confines of the United States, to request a vote by mail ballot in person at the office of the election authority. (10 ILCS 5/19-2)

Monday, APRIL 3

Last day for the election authority in counties having a population of not more than 500,000 to publish a list of all the nominations that are to be voted for at the Consolidated Election. (10 ILCS 5/16-10)

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Park Districts
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the varied and complex legal matters of
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312.332.7760 | www.robblins-schwartz.com

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Tuesday, APRIL 4

Last day of grace period registration and voting in the office of the election authority or at a location designated for this purpose by the election authority. The election authority should be contacted to determine the availability of grace period registration and voting in the polling place on Election Day. (10 ILCS 5/4-50, 5-50, 6-100)

Tuesday, April 4, 2023
Consolidated Election

Tuesday, APRIL 18

Last day for the county clerk or board of election commissioners to complete the validation and counting of provisional ballots. (10 ILCS 5/18A-15(a))

Tuesday, APRIL 18

Last day for the county clerk or board of election commissioners to complete the tabulation of vote by mail ballots that were (1) postmarked by Election Day, and were received after the close of the polls on Election Day but not later than 14 days after the election or (2) not postmarked, but did have a certification date prior to the Election Day on the certification envelope, and were received after the close of the polls on Election Day but not later than 14 days after the election or (3) not postmarked, but did have an intelligent mail barcode tracking system that verifies the envelope was mailed no later than Election Day and received no later than 14 days after the election. (10 ILCS 5/19-8)

Tuesday, APRIL 25

Last day for the county clerk or board of election commissioners to canvass the election results. (10 ILCS 5/22-17)

Tuesday, APRIL 25

The last day the election authority shall transmit to the State Board of Elections the following: (1) the number, by precinct, of vote by mail ballots requested, provided and counted, (2) the number of rejected vote by mail ballots, (3) the number of voters seeking review of rejected vote by mail ballots, and (4) the number of vote by mail ballots counted following review. (10 ILCS 5/19-20, 20-20)

BEFORE PROCLAMATION BY THE ELECTION AUTHORITY

Prior to the canvass, in those jurisdictions where in-precinct counting equipment is utilized, the election authority shall re-tabulate the total number of votes cast in 5% of the precincts within the election jurisdiction, as well as 5% of the voting devices used in early voting as selected on a random basis by the State Board of Elections. (10 ILCS 5/24A-15, 24B-15, 24C-15)

AFTER PROCLAMATION CERTIFICATE OF ELECTION

The election authority shall issue a certificate of election to each person declared elected. For political subdivisions which are multi-county, the election authority of the county where the principal office of the political subdivision is located shall make the certificate of election. (10 ILCS 5/22-18)

WRITE-IN CANDIDATES

Each successful write-in candidate elected shall file the following documents with the proper election authority or the State Board of Elections prior to taking office: (1) a Loyalty Oath (optional), (2) a Statement of Candidacy, and (3) a receipt for filing a Statement of Economic Interest. (10 ILCS 5/22-7)

DISCOVERY RECOUNT

Within five days after the last day for the proclamation of the results, petitions for discovery recount may be filed by any candidate who came within 5% of the winning candidate. Such petition is filed with the appropriate election authority. (10 ILCS 5/22-9.1)

ELECTION CONTEST

In general, the circuit court shall hear election contests. Individuals should refer to the particular statute which applies to their unit of government. (10 ILCS 5/23-4, 23-5)



Park District Updates 10.14.2022

Please note that if a Park Commissioner would like to be registered for any event please contact Cindy.

Upcoming Events

- [Oct 15 - Seed Collection Event](#)
- [Oct 15 - Kids Night Out](#)
- [Oct 15 - Halloween Bash](#)
- [Oct 18 - Family Storytime at Cottonwood Park](#)
- [Oct 19 - 50+ Halloween Lunch/Party Costume Contest](#)
- [Oct 21 - Breast Health Event](#)
- [Oct 22 - Trick or Treat Path](#)
- [Oct 22 - Haunted Hoffman Family Fest](#)
- [Oct 22 - Trick or Treat Climb \(2 sessions-1pm or 2:30pm\)](#)
- [Oct 22 - Parent's Night Out](#)
- [Oct 30 - Pumpkin Skate](#)

School District 54 / HEParks - Poplar Park Ribbon Cutting Ceremony

Yesterday's ribbon cutting ceremony celebrating the completion of the fully inclusive playground at John Muir Elementary School / Poplar Park was a wonderful example of Hoffman Estates organizations coming together for a great cause. Despite the cold and windy weather, there was quite a crowd in attendance, including families and students who attend the school, as well as staff and Commissioners/Trustees from School District 54, Hoffman Estates Park District, and the Village of Hoffman Estates. See the attached photos from the event.

Hoffman Estates Fire Department Open Houses – October 15, 22

HEParks will participate in two more October Fire Department Open Houses with a table/booth to interact with residents. The dates/locations are as follows: October 15 at 1300 Westbury Lane (FH 23); and October 22 at 5775 Beacon Pointe Drive (FH 24).

Breast Health Event presented by Ascension St. Alexius Physicians

Ascension St. Alexius Physicians is hosting a free educational event for breast health on October 21 from 11:30 a.m. to 1:00 p.m. at the Triphahn Center. This is a free event, and lunch will be provided, but advanced registration is required. Please see the attached flyer for information and a QR code for registration.

HEParks Haunted Family Fun Fest – Saturday, October 22

We are looking for additional volunteers for this event! If anyone is interested, please let Cindy Flynn know. Thank you!

Join us for this festive Halloween event on Saturday, October 22 at Fabbrini Park. The event runs from 10:00 a.m. to 2:00 p.m. and includes a Trick or Treat Path for the kids (registration and fee required), food trucks, costume contests, games, hay ride, pumpkin carving contests (registration required), and live music and magic shows. More information can be found [here](#).

IAPD Legal Symposium – Thursday, November 3

The IAPD is hosting their annual Legal Symposium at the Conference Center/Hyatt Lodge in Oak Brook on Thursday, November 3 from 8:00 a.m. to 2:30 p.m. Both in-person and virtual attendance options are

available. The panel will feature representatives from various legal firms, presenting information on several recent legal changes that affect the parks and recreation industry. More information can be found [here](#).

Wear Your Color Run to Support Cancer Awareness

HEParks is hosting a “Wear Your Color Run” on Saturday, November 5 at Fabbrini Park, to help raise awareness for all forms of cancer. Participants can wear the color of their choice, representing the type of cancer they have been affected by, either as a patient, a survivor, or a loved one/supporter. Check-in begins at 8:00 a.m., with the 3K fun run/walk starting at 9:00 a.m., followed by a 1-mile Stroll & Roll at 9:15 a.m. There is a \$10 registration fee, with all proceeds benefiting local patient support services. Please see the attached flyer for details, and you can register [here](#).

Texas Hold ‘Em Fundraising Event – Saturday, November 5 – Bridges of Poplar Creek

The Friends of HEParks Foundation will be hosting a Texas Hold ‘Em poker tournament on Saturday, November 5 at Bridges of Poplar Creek Country Club. The \$75 buy-in includes tournament entry, buffet dinner, one drink ticket, and one hour of future play at our TopTracer facility. A cash bar, Sit-n-Go table tournaments and a Split-the-Pot raffle will be available all evening. Proceeds from the event will benefit the Friends of HEParks Foundation, which raises money so that residents of Hoffman Estates can participate in our programs regardless of their financial circumstances. Click [here](#) and then on the website link under “Details” to register!

Have a great weekend!

Thanks,
Craig

PLEASE JOIN ASCENSION ST. ALEXIUS
PHYSICIANS FOR A

BREAST HEALTH EVENT

OCTOBER 21

WORLD MAMMOGRAPHY DAY

11:30am-1:00pm at the Triphahn Center
1685 W. Higgins Road

FREE EVENT! • LUNCH PROVIDED

Join us for light networking as we get into Breast Cancer Awareness month & hear a patient testimony.

KEY SPEAKERS

- Dr. Constantine Godellas (Breast/Melanoma Surgeon)
- Dr. Justin Bergh (OBGYN)
- Dr. Giuseppe La Spina (Family Medicine)
- TinaMarie Bauman (Genetics)

REGISTRATION REQUIRED



**REGISTER
HERE!**



WEAR YOUR COLOR RUN

to SUPPORT CANCER AWARENESS



NOVEMBER 5, 2022 FABBRINI PARK

1704 Glen Lake Rd, Hoffman Estates

8:00a - Check-in/Registration

9:00a - 3k Fun Run/Walk

9:15a - 1 mile Stroll & Roll

Participants and spectators are encouraged to wear colored clothing in support of cancer awareness

\$10 REGISTRATION

Children in strollers are free

Proceeds benefit local patient support services



VISIT [HEPARKS.ORG](https://www.heparks.org) TO REGISTER



Park District Updates 10.21.2022

Please note that if a Park Commissioner would like to be registered for any event please contact Cindy.

Upcoming Events

- **Oct 21 - Breast Health Event**
- **Oct 22 - Trick or Treat Path-Registration closed**
- **Oct 22 - Haunted Hoffman Family Fest**
- **Oct 22 - Trick or Treat Climb (2 sessions-1pm or 2:30pm)**
- **Oct 22 - Parent's Night Out**
- **Oct 30 - Pumpkin Skate**
- **Nov 5 - Wear Your Color Run**
- **Nov 5 - Turkey Shoot**
- **Nov 5 - Puzzle Mania**
- **Nov 5 - Texas Hold Em Tournament**
- **Nov 8 - Kid's Day Off**
- **Nov 9 - 50+ Trip – Elf at Drury Lane**

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School District 54 Partnership Breakfast – Wednesday, November 16

If any Commissioners would like to join staff at the annual School District 54 Partnership Breakfast, please let Cindy know. She will submit an RSVP for the HEParks group as a whole. The event will take place Wednesday, November 16 at 7:00 a.m. at Mead Jr. High in Elk Grove Village.

Upcoming Neighborhood Block Parties

Here are a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one, and would love to see Park District representatives from time to time. Feel free to stop by!

4045 Dixon Drive

Sunday, October 30

11:00 a.m. – 5:00 p.m. (police/fire 1pm)

1:00 – 1:30 p.m. (Mayor)

Have a great weekend!

Thanks,
Craig

MEMORANDUM NO. M22-102

TO: Board of Commissioners
FROM: Craig Talsma, Executive Director
RE: IAPD Credentials Certificate
DATE: October 25, 2022

Background

IAPD's Annual Business Meeting will be held virtually on Saturday, January 28, 2023 at 3:30 p.m. during the IAPD/IPRA Conference. Each member district shall be entitled to be represented at all Association Meetings and Conferences by a Delegate.

Implications

The Park Board must appoint one delegate and a 1st, 2nd, and 3rd alternate to attend IAPD's Annual Business Meeting on January 28. Attached is a Credentials Certificate, which, when properly certified by the Board Secretary and approved by the Board, will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the IAPD Annual Business Meeting.

Recommendation

Staff recommends the approval of the Credentials Certificate with the appointment of the delegate and 1st, 2nd, and 3rd alternates as follows:

Delegate: Pat Kinnane –President/Commissioner
1st alternate: Robert Kaplan – Vice President/Commissioner
2nd alternate: Raj Chhatwani – Commissioner
3rd alternate: Marc A. Friedman –Commissioner

CREENTIALS CERTIFICATE

This is to certify that at a meeting of the Governing Board of the

Hoffman Estates Park District held at
(Name of Agency)
Triphan Center on October 25, 2022 at 7:00 pm
(Location) (Month/Day/Year) (Time)

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 28, 2023 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	<u>PATRICK KINNANE</u>	<u>PRESIDENT</u>	<u>pkinnane@heparks.org</u>
1st Alternate:	<u>ROBERT KAPLAN</u>	<u>VICE PRESIDENT</u>	<u>rkaplan@heparks.org</u>
2nd Alternate:	<u>RAJ CHHATWANI</u>	<u>COMMISSIONER</u>	<u>rchhatwani@heparks.org</u>
3rd Alternate:	<u>MARC A. FRIEDMAN</u>	<u>COMMISSIONER</u>	<u>mafriedman@heparks.org</u>

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: Signed: _____
(President of Board)

Attest: _____
(Board Secretary)

Return this form to: Illinois Association of Park Districts
211 East Monroe Street
Springfield, IL 62701-1186
Email: iapd@ilparks.org