



AGENDA
REGULAR BOARD MEETING NO. 1107
TUESDAY, DECEMBER 17, 2024
7:00 p.m.
Triphahn Center

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
Motion to approve the agenda as presented.
4. COMMENTS FROM THE AUDIENCE
5. RECESS FOR A&F COMMITTEE MEETING
Motion to recess the Board Meeting for the purpose of convening the Administration & Finance Committee Meeting.
6. RECONVENE FOLLOWING A&F COMMITTEE MEETING
Motion to reconvene the Board Meeting.
7. APPROVAL OF MINUTES (attached)
 - A. Regular Board Meeting Minutes 11/26/2024
Motion to approve the minutes from the Regular Board Meeting held November 26, 2024.
8. CONSENT AGENDA [\(Click here to access all Board & Committee Packets\)](#)
Motion to approve the Consent Agenda items A through D.
 - A. Policy Updates / M24-107 (see A&F December packet)
 - B. Open and Paid Invoice Register: \$699,670.25
 - C. District-Wide Operations Statement and Revenue and Expenditure Report (see A&F December packet)
 - D. Acceptance of A&F Minutes 11/26/2024 (see A&F December packet)
9. PRESIDENT'S REPORT
10. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT
Motion to adopt the Executive Director's Report as presented.
11. OLD BUSINESS



Regular Board Meeting No. 1107
December 17, 2024 – Page 2

12. NEW BUSINESS

A. 2025 Calendar of Board/Committee Meetings / M24-111

Motion to approve the 2025 Calendar of Board/Committee Meetings as presented.

B. Review/Release of Closed Session Minutes / M24-112 / R24-005

Motion to approve Resolution R24-005 “Review of Closed Session Minutes” as presented.

13. COMMISSIONER COMMENTS

14. ADJOURNMENT

Motion to adjourn the meeting.

MINUTES
REGULAR BOARD MEETING NO. 1106
November 26, 2024

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on November 26, 2024, at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Chhatwani, Commissioners Dressler, Friedman, MacGregor, and McGinn

Absent: Commissioner Evans and Kaplan

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Finance & IT Hopkins, Executive Assistant Flynn, Superintendent of IT Agudelo

Audience: Comm Reps Dowling, Harner, and Pilafas

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

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

4. Comments from the Audience:

None

5. Recess for A&F Committee Meeting:

Commissioner MacGregor made a motion, seconded by Commissioner Dressler to recess the Board Meeting at 7:01 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

6. Reconvene Following A&F Committee Meeting:

Commissioner Friedman made a motion, seconded by Commissioner MacGregor to reconvene to the Regular Board Meeting at 7:30 p.m. The motion carried by voice vote.

Comm Reps Wilson, Harner and Pilafas left the meeting.

7. Approval of the Minutes:

Commissioner MacGregor made a motion, seconded by Commissioner McGinn to approve the minutes from the Regular Board Meeting held October 22, 2024.

The motion carried by voice vote.

8. Consent Agenda:

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

On a Roll Call: Carried 5-0-2

Ayes: 5 Chhatwani, Dressler, Friedman, MacGregor, McGinn

Nays: 0

Absent: 2 Evans and Kaplan

- A. New Park at Seascapes Fall Surface and Installation / M24-097 (see November B&G packet)
- B. Land Definition & Management Plan Update / M24-098 (see November B&G packet)
- C. 2025-2029 Pepsi Contract / M24-094 (see November A&F Packet)
- D. Balanced Scorecard / M24-101 (see November A&F Packet)
- E. Open and Paid Invoice Register: \$719,999.76 (see November A&F packet)
- F. District-Wide Operations Statement and Revenue and Expenditure Report (see November A&F packet)
- G. Acceptance of B&G Minutes 10/15/2024 (see November B&G packet)
- H. Acceptance of Rec & Facilities Minutes 10/15/2024 (see November Rec & Facilities packet)
- I. Acceptance of A&F Minutes 10/22/2024 (see November A&F packet)

9. President's Report

President Chhatwani highlighted the following:

She attended the groundbreaking ceremony for Hoffman Estates Fire Station 21.

The Holiday Craft Fair was well attended.

She attended the tree lighting ceremony at the Village Hall.

She attended an IAPD/IPRA meeting with Commissioner Kaplan.

She taught a financial literacy course at Elmhurst University.

She volunteered at the food pantry and Feed My Starving Children.

She expressed her gratitude to her fellow commissioners, the Executive Director, and staff for their work throughout the year and wished everyone a Happy Thanksgiving.

10. Adoption of Executive Director's Report:

Commissioner Dressler made a motion, seconded by Commissioner McGinn, to adopt the Executive Director's Report as presented.

Executive Director Talsma added a heartfelt thanks to a wonderful board, staff and community reps and wished everyone a happy Thanksgiving.

The motion carried by voice vote.

11. Old Business:

None

12. New Business:

A. ANNOUNCEMENT: Intent to Levy \$12,503,850 for the 2024 Tax Levy to be collected for the 2025 fiscal year.

Commissioner Dressler made a motion, seconded by Commissioner McGinn to approve the announcement as presented.

The motion carried by voice vote.

B. Limited Bond Issue / M24-100 / M24-003

Commissioner MacGregor made a motion, seconded by Commissioner McGinn to approve Ordinance O24-003 for the issuance of General Obligation Limited Bonds.

On a Roll Call: Carried 5-0-2

Ayes: 5 Chhatwani, Dressler, Friedman, MacGregor, McGinn

Nays: 0

Absent: 2 Evans and Kaplan

13. Commissioner Comments:

Commissioner Dressler said she attended the Holiday Craft Fair, and it keeps getting bigger. She is looking forward to Winterfest.

Commissioner McGinn said he is looking forward to Santa's Breakfast and Winterfest, and it looks like it is shaping up to be another great year for the District.

Commissioner MacGregor said thank you to everyone in the Park District for a job well done this year, and it is wonderful to be a part of it.

Commissioner Friedman said Happy Thanksgiving.

14. Adjournment:

Commissioner Dressler made a motion, seconded by Commissioner McGinn, to adjourn the meeting at 7:38 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. 1107**

EXECUTIVE DIRECTOR'S REPORT

December 2024

PARKS DIVISION REPORT

MOTION

Motion to recommend to the full board to include the Parks, Planning & Maintenance December Board Report in the December Executive Directors Report.

ADMINISTRATION & CAPITAL PROJECTS

Vogelei Park OSLAD

The main structure of the greenhouse has been completed. The next steps for the greenhouse are installing the walkway down the middle of the greenhouse and the installation of the heat and fans. Staff were also able to work more on the multi-golf course, installing an archway to the second green and target circle to the third green. Staff have started to work on building the tees and greens for holes 4-6 as well.



Seascape New Park

With the weather being on our side staff were able to completely prep for asphalt for the new sidewalks and shelter pad. HEParks crews completed the stone base, leveling and compaction for Herrera Construction who poured the concrete. Our staff then completed the same process for a new handicap parking stall and Patriot Maintenance was able to complete the asphalt work as well.



2025 Bids

Staff have prepared bid packages for asphalt work, outdoor sports court surfacing and Bridges of Poplar Creek first floor vinyl flooring. All bids were released on 12/11/2024 and will be opened in January and February.

AQUATICS AND BUILDINGS

Triphahn Center:

- Completed bathroom repairs for women's ice locker room and downstairs ice bathroom.
- Installed new motors on exhaust fans for Wolves locker room and fan that feeds the electrical closet near front desk.
- Installed a new belt on Wolves dehumidification unit for the hot tub; it will also need a new blower assembly.
- Installed new shades in rooms 105 and 106.

Bridges of Poplar Creek:

- Replaced broken heater timers in Toptracer.
- Installed new electrical run in stairwell where the chair lifts are located.

The Club at Prairie Stone:

- Equipment was moved for new machine installation and hung new mount for workout ropes. Repaired and/or replaced speed bags.
- Removed carpet floor tiling from old Kid's Corner room.
- Plumber was called due to reports of hot water at showers – he adjusted the mixing valve to regulate water temperature.
- Lap pool Seresco had blower motor #2 fail (sealed bearings) – working with Modern Energy to replace blower motor under warranty.
- Swimsuit dryer was tripping the breaker – new motor is on backorder.
- The yoga room was not heating, due to bad roll-out switch. Installed a new switch and inspected the heat exchanger; unit is back up and running.

Seascape & Splash Pads:

- Installed remaining gravel for Seascape playground. Gravel for sidewalks leading to playground was installed and earthwork was done around pathway. Completed site clean-up and prepped for upcoming work.
- Completed parking lot maintenance and clean up.
- Completed asphalt prep and grading.
- Removed and installed new rings on sewer to raise the height.
- Waterslide contractor has completed the resurfacing of the play feature.

Shop/Parks/Other:

- All meters and blowouts complete for all bathrooms, drinking fountains and splash pads.
- Completed elevator audit at all locations with Mitsubishi for possible new maintenance agreement.
- Worked with Luigi to update Shop G.I.S – all HVAC and mechanical pricing have been updated.

PARKS

Parks & Forestry:

- Completed turf seeding at S. Victoria Park, along with memorial bench installation.
- Completed storm damage and drain clean up at several parks.
- Completed landscape maintenance and clean-up of park ID signs at many park locations.
- Completed hedge pruning at Field Park and Hoffman Park.
- Removed gator bags at Beacon Point, Tropicana, and Evergreen Parks.
- Completed routine landscape maintenance and weeding.
- Removed and power washed lake fountains for the winter at South Ridge and Vogeley.
- Installed new memorial bench and plaque at Fabbrini.
- Completed tree maintenance and branch chipping at Vogeley and Bridges.

Vogeley:

- Greenhouse work has been completed- built supports, installed all gutter flashing and roof panels. Built and installed cables; squared and plumbed the structure. Wall panels and trim were installed to close in the greenhouse and the door was added. Final steps will be installing fans and heaters.
- Constructed archways, poured concrete, and topped with dirt.
- Dirt was transported from the shop to Vogeley for final grading in the new area. Earthwork was done, filling low spots and top dressing.
- Turf installation and watering were done, as well as tree and shrub installation.
- Met with irrigation company to locate all of our quick connects, so they can locate and map the water lines.
- Held a meeting with the roofing contractor regarding barn leaks.

Playgrounds:

- Removed the gate at Bo's Run dog park (Willow Rec)– gate and frame will be rebuilt with self-closing hinges, cable access ports and then powder coat added.

- Removed all playground canopies for the winter and took down Thor Guards.
- Fixed windscreen at Fabbrini pickleball courts.
- Repaired tire swing at Poplar Park.

Athletic Fields:

- All of the spokes of the baseball hub and all of the fence lines along perimeters at Cannon were hand sprayed.
- Sprayed at various parks, schools, basins/lakes, and wetlands.
- Snow removal was done at TC, Vogelei, Willow Rec and The Club, along with sidewalk clean-up for all buildings.
- Bed clean ups were done at TC, The Club, Willow Rec and Vogelei.

RECREATION DIVISION REPORT

Motion:

Recommend to the full board to include the December Board Report in the December Executive Director's Report.

Recreation Division



- Registration for January- March programs began on November 14; it went live for the public to view on November 4.
- Karate will be hosting a try a class for free on December 16.
- In January we will begin the following NEW programs: Fencing, and Language in Action.
- We will post a job opening for an Adult and Community Outreach Program Manager.



General Programs

Theatre

HOTT Theatre's Nutcracker performance had a filled theatre for their performances on November 22 and 23 at Prairie Center for the Arts. Frozen Jr. continues practice on Saturday mornings with 47 enrolled. That performance will be in March. HOTT Theatre will be doing another rendition of the Italian wedding they did last year; after getting the rights to Tony and Tina's wedding they are bringing the cast back again to perform December 28 and 29.

Program	Fall 2023	Fall 2024 as of 11/26
Shotokan Karate	133	130
Tae Kwon Do	39	23
Gymnastics	137	125

Fall Baton Numbers:

Style	Fall 2023 Classes running	Fall 2023 Numbers	Fall 2024 classes being offered	Number enrolled as of 11/25/2024
Performance baton	2	17	2	21
Baton	8	35	8	30
Total	10	52	10	51

Dance

Things that happened in November:

1. 24 private lessons
2. Bring a friend to class was a huge success! Lots of new faces.
3. Registration opened for recital classes (current numbers below for next session).
4. Company Friendsgiving was November 15.

Things that will be happening in December:

1. The company will be performing at Winter Fest on December 7.
2. The Company Holiday party is on December 13.
3. End of fall session is the week of December 9 – 14.

Fall Dance Numbers:

Style	Fall 2023 Classes offered	Fall 2023 numbers	Fall 2024 Classes running	Number enrolled as of 11/25/24
Junior Company	1	5	1	7
Performance Company	0	0	1	9
Stars Dance Company	1 (4 levels)	26	1 (4 Levels)	28
Ballet/Tap	7	65	7	50
Ballet/Jazz	4	24	5	40
Jazz/Hip Hop	4	43	5	47
Tap	2	12	3	15
Specialty	2	11	2	27
Total	21	186	25	223

Winter/Spring Dance Numbers:

Style	Recital 2025 Classes offering	Number enrolled as of 11/25/24
Junior Company	1	7
Performance Company	1	9
Stars Dance Company	1 (4 Levels)	28
Ballet/Tap	8	49
Ballet/Jazz	5	32
Jazz/Hip Hop	6	40
Tap	3	13
Specialty	4	9
Adult Ballroom	1	0
Total	30	187

Special Events:

Winter fest prep is ending. We are excited to have WinterFest and Drive by Santa coming up!

Activity Code	Section	Short Description	Enrolled
245911	A	Santa Drive By - South Side (Between I-90 and Golf Rd.)	8
245911	B	Santa Drive By - South Side (South of Golf Rd.)	5
245911	C	Santa Drive By - West Side (West of Route 59)	3
245911	D	Santa Drive By - North Side (East of Huntington Blvd)	11
245911	E	Santa Drive By - North Side (West of Huntington Blvd)	1

Holiday Craft Fair 83 vendors were in attendance. Around 550 shoppers were in attendance.

Daddy Daughter Dance will be held on January 25 with a Barbie Dream house theme.

Mother Son Dance will be held on February 8 at Bridges of Poplar Creek.



Early Childhood

Preschool:

23-24 WRC		2024-25 WRC		23-24 TC		2024-25 TC	
Threeschool	C	Threeschool	C	Threeschool	8	Threeschool	6
2's Playschool	11	2's Playschool	9	2's Playschool	C	2's Playschool	9
3's & 4's	34	3's & 4's	31	3's & 4's	91	3's & 4's	67
Total	45	Total	41	Total	99	Total	82

Preschool Events

Pie with Parents occurred on November 19. There were eight families that attended at TC and seven families that attended at WRC.

Preschool fall family night occurred on November 18. Families decorated a portion of a flower which will be combined with other families' creations. All of the flowers will be laminated together to create a garden mural for the preschool hallway. This was for both TC and WRC.

WRC 4-year-old preschool went on a field trip to Prairie Center of the Arts to see the Piggie and Elephant play.

We held our first Scholastic Book Fair. We sold \$2,100 in books and earned \$829 in Scholastic dollars to spend on new literacy equipment and books.

LSC:

2023	2024 as of 11/25
45(3 rooms)	43 (3 rooms)

5 Days: 33 **3 Days:** 5 **2 Days:** 5

Fall Family night occurred on November 21 – Astronaut Soiree. There were 16 families in attendance.

We had 1 student dis-enroll due to the closure this month with the end date of November 27.

Rock'n'Kids:

Baby Rock (NEW): Cancelled Tot Rock: cancelled Kid Rock: 9

Enrichment Classes (New for Fall 2024 as of 11/25)

Name	TC	WRC
Lunchbox Adventure	7	4
Little Innovators	9	3
Preschool Book Club	3	3
Four Seasons	3	N/A
Culinary Kids	N/A	4
Playdough Power	4	N/A

Early Childhood Community Events The Halloween Bash had 153 registered. Event included bouncy houses, trick or treating, pumpkin decorating, games, crafts, and cookie decorating.



50+ Club

<u>October 50+ Events:</u>	<u>Date:</u>	<u>Attended:</u>
Seniors out Socializing Early Bird- Sweet Basil	10/2	14
<u>November 50+ Events</u>	<u>Date</u>	<u>Enrolled</u>
Seniors out Socializing Early Bird-	11/6	21
Lunch and Learn Medicare 101	11/11	25
Seniors out Socializing-	11/15	15
Geneva History Museum/Little Traveler lunch & shopping	11/19	13
Pub Trivia	11/21	16
Birthday Lunch- Nov	11/22	25

Group Exercise Enrollments for 50+

Class	Fall 2023	Summer 2024	Fall 2024 as of 11/25
50+ Basic Exercise	69	59	65
Tai Chi (Daytime)	12	3	8
Line Dancing	29	29	38
Gentle Yoga	15	15	26



School Age - STAR and Day Camps

STAR Enrollment 24/25

- To date, 412 enrollments across all STAR Before and After School Locations (enrollment is ongoing)

	3 days before	3 days after	5 days before	5 days after	Total enrolled 24/25	<i>Waitlist</i>	<i>Total enrolled last year 23/24</i>
Armstrong	7	8	14	26	55	1	51
Fairview	3	14	9	18	44	0	52
Lakeview	0	4	10	23	37	0	56
MacArthur	1	11	35	49	96	1	86
Muir	3	9	14	20	46	0	43
Lincoln Prairie	3	12	22	12	50	0	53
Total for D54 24/25	17	58	104	148	328	2	341
Whiteley	8	9	26	68	111	15	71

Schools Day Out

- November 5 was a School Day Out for both District 54 and District 15. 33 participants attended the program. They went on a field trip to Enterrium.
- Thanksgiving Break School Day Off programs for both District 54 and District 15 were run out of Triphahn Center and Willow Recreation Center. 54 participants are registered for Monday the 25th, going to Bowlero; 46 participants are registered for Tuesday the 26th, going to AMC to see Moana 2; 30 participants are registered for Wednesday the 27th, going to Laser X.
- Winter Break School Day Off registration is currently open for both school districts. Families have the option to register for all days or can select individual days to register for.



Youth Sports

Youth basketball practice began the week of November 11.

- We have 28 teams total between 1st and 2nd grades. Little hoopers basketball started their practice November 22.
- We have 70 kids registered and 17 volunteer coaches. 5th-8th grade boys will start their season December 7 at Willow Recreation Center.
- Everyone else will start their season January 11. Home games will be played between Triphahn Center and Willow Recreation Center. Little hoopers games will begin January 17. All youth basketball players will have their team/individual pictures January 27 from 5pm to 9pm.

Little Hoopers Basketball: 2024-2025 Enrollment: 78 kids total vs. 2023-2024 Enrollment: 20 kids total

Youth basketball League: 2024-2025 Enrollment: 270 kids total vs. 2023-2024 Enrollment: 251

Contractual Sports

Contractual Athletic League:

- We have met with Aces soccer to begin planning for Spring season!

Other Contractual Sports:

- SportsKids has begun to offer “Camps” during breaks, and we have a total of 53 participants enrolled in all sports kids’ classes.
- Staff are currently reaching out to new contractual vendors to find a new magician.

Adult Sports

- Indoor pickleball will end on the 9th of December. Indoor session 2 will start January 13th. **A pickleball tournament to be hosted at the NOW Arena** on February 23. This tournament is a joint partnership with The Club and Windy City Bulls. Opened to the public and players in the current league. More information and registration to the tournament can be found here <https://fevo-enterprise.com/event/2025WCBPBT>
 - We have three levels of competition.
 - Social League, 3.5 and 4.0+

Field Rentals

- Cricket Rental requests have started trickling in. We are currently taking requests and will make final decisions after the new year.
- Weekday field rentals are filtering in as well.



The Club Swim Lessons

Swimming lessons concluded for the 2024 season on Thursday November 21. Fall Session 2 ended with a total of 130 kids. Winter enrollment has begun for the January session which begins on January 7. Enrollment for the winter session is progressing well, with 50 kids already registered. Aquatics and marketing have been working diligently to provide our participants who sign up for the winter session with a unique experience to come and practice their swimming skills throughout the session at The Club with their families.

Type of Lesson	2023 Ending Totals	2024 Ending Totals
Parent/Tot	83	77
Tots	59	51
Group Classes	669	513
Adult	35	44
Swim Lessons for All	0	2
Totals	846	687

Seascape:

Seascape conducted a Black Friday sale to increase passes sold before the season begins. The district sold 54 passes during this promotion.

Recreation Facilities

Willow Rec Center Fitness & Racquetball

<u>Membership</u>	<u>11/30/2023</u>	<u>01/01/2024</u>	<u>11/30/2024</u>	<u>2024 YTD</u>
Fitness	129	127	134	+7
Racquetball	38	39	27	-12
Total	167	166	161	-5

WRC Healthcare 7 Members

WRC Rental Information: We had a total of 21 rentals for the month of November.

***DOG OFF-LEASH AREAS**

<u>Membership</u>	<u>11/30/2023</u>	<u>01/01/2024</u>	<u>11/30/2024</u>	<u>2024 TTD</u>
Total	552	519	461	-58

Triphahn Center Fitness

<u>Membership</u>	<u>11/30/2023</u>	<u>01/01/2024</u>	<u>11/30/2024</u>	<u>2024 YTD</u>
Total	625	569	624	+55
Billed Members	561	505	552	+ 47
Healthcare Numbers	64	64	72	+8

TC Rental Information: We had a total of 57 rentals for the month of November.

Other: Black Friday Fitness Promotion

New for this year, we introduced a Black Friday Fitness Promotion. The promotion dates were Friday, November 29 to Monday, December 2. We waived the enrollment fee and provided any new membership sold with two free guest passes and a free t-shirt. The promotion was a success in creating exposure for the TC and Willow Fitness Centers.

The results were the following:

TC- 19 adult passes and 2 senior passes – Total amount sold = 21 fitness memberships

Willow- 2 adult, 1 senior, and 1 student pass – Total amount sold = 4 fitness memberships

E-Sports

- We did not have any birthday parties scheduled in November.
- We had one Parents Night out that was cancelled on 10/23 due to low enrollment

FACILITIES AND MARKETING DIVISION REPORT

Motion:

Recommend the December Facilities Report to be included in the December Executive Director's Report for Board approval.



Bridges General Programs:

- The Turkey Shoot was held on November 2 and was sold out with 144 players. Congratulations to the winning team of Pat Norton and Jim McAleese.
- The Toptracer 4-Person Scramble event had seven teams. Congratulations to the winning team of Pat Norton, Dick Evans, Jeff Lange, and Troy Evans.
- Breakfast with Santa and Winter Fest was a huge success. We had a total of 378 guests for breakfast and estimated over 1,000 guests attending Winter Fest.

Golf Rounds

MONTHLY ROUND TOTALS					
2020	2021	2022	2023	2024	5 Year Average
2,016	1,127	1,452	1,332	1,320	1,449
YTD ROUND TOTALS					
2020	2021	2022	2023	2024	5 Year Average
26,352	30,482	29,387	31,330	33,884	30,287

Range Information

MONTHLY RANGE BASKET SALES TOTALS					
2020	2021	2022	2023	2024	5 Year Average
1,090	411	616	465	473	612
YTD RANGE BASKET SALES TOTALS					
2020	2021	2022	2023	2024	5 Year Average
17,697	20,153	17,506	20,644	22,591	19,718

Toptracer Hour Totals

MONTHLY TOPTRACER RESERVATION HOUR TOTALS			
2022	2023	2024	3 Year Average
251	506	385	381
YTD TOPTRACER RESERVATION HOUR TOTALS			
2022	2023	2024	3 Year Average
3,688	5,924	6,732	5,448

Food & Beverage

November

- 1 ceremony and reception servicing 97 guests
- 2 breakfast meetings servicing 50 guests
- 1 birthday dinner servicing 98 guests

Toptracer - 1 party with seven bays using the party package

December

- Breakfast with Santa sold out 378 guests
- 1 50+ dinner servicing 33 guests
- 1 Memorial servicing 50 guests
- 1 Baby shower servicing 35 guests
- 1 Family holiday party servicing 40 guests

2024 Golf Outings

- 5 new golf outings booked
- Total 2024 Shotgun Events: 36

2023 weddings

- 9 ceremony and receptions
- 3 reception only
- 1 ceremony only

2024 weddings

- 8 ceremony and receptions (1 moved to 2025)
- 2 reception only

2025

- 11 ceremony and receptions



November 2024

Membership Totals	<u>11/30/2023</u>	<u>01/01/2024</u>	<u>11/30/2024</u>	<u>Var. +/-</u>
Totals	2,793	2,769	2,847	+78

Member Services/Sales & Fitness

- **November New Member Enrollments:** The Club team launched into the busy season enrolling 154 new members in November. The team ended the month with a Black Friday/Cyber Week special enrolling 37 members in the last two days of the month!
 - The Black Friday offer of \$0 enrollment coupled with the unexpected closure of a nearby competitor fitness center resulted in a very busy couple of weeks for new enrollments.
- **Referral Program Success:** We have been working on the internal marketing of our member referral program where members can earn themselves a free month by referring friends and family to become members. The boost in marketing seems to be working as we had 24 new members join as a result of being referred by a current member!
- **United Healthcare Renew Active Program:** We had 113 Renew Active pass holders visit the Club in November, with 4 new members joining through this program this month.
- **Member Engagement and Facility Usage:** November saw 2,217 unique member visits, meaning approximately 78% of our total members actively used the facility during the month. This number continues to increase, as expected with the busiest times ahead in the next couple of months.
- **Community Outreach:** Through the District's partnership with Ascension, Club staff were able to offer an informational table in November to speak about diabetes awareness and nutrition counseling (in conjunction with Diabetes Awareness Month).
- **Facility Rentals:** As expected, facility rentals have increased significantly in November now that the weather has turned. The following is a summary of rentals that happened in November:
 - 56 volleyball rentals
 - 5 birthday parties
 - 13 pickleball court rentals
 - 8 basketball court rentals
 - 4 soccer rentals
 - 6 pickleball group classes were held in November

- A two-day basketball tournament
 - The Windy City Bulls were here practicing nine days in November
 - 3 general room rentals
- **Fitness Team Initiatives:** The fitness team had another successful “Namaste November” offering specialty classes and events to calm the mind and body. Club staff coordinated a wonderful event called a “sound bath meditation” where we invited an outside vendor in with giant crystal bowls and other varied sound instruments to come in and lead a sound meditation class. This class was free to members. Staff also coordinated a Pinot’s Palette blanket knitting event where an instructor from Pinot’s Palette came in and taught the class how to make a chunky knit blanket. We did have to charge for this event but were able to offer members a coupon code to receive \$10 off registration. We received such great feedback from both of these events and hope to make this an annual or bi-annual offer to our members!



Ice Department

Ice Operations

- Hosted CCM Girls Tournament December 6-8 totaling 45 games over 3-day span. Our rink featured 14U players from 9 different states and one from Canada.

- Hosted 7 birthday parties and 3 home school groups in November.
- Attended Winterfest and ran the ice-less skating rink; handed out flyers for the upcoming hockey and figure skating session starting the week January 6.
- Will be adding additional Freestyle and Stick & Pucks times over the winter break.

Public Skate

- Skate with Santa is 12/22 with two time slots of 10:30a and 12:30p.
- Will host additional public skates over the winter break.
- (7) Public Skates in November totaling 675 patrons.

Figure Skating

- Hoffman Skate Academy attended our first competition in Highland park (Northshore classic) on 12/8. We had 3 teams compete under the Performance team category.
 - Basic skills team finished 2nd
 - Aspire team finished 2nd
 - High team finished 1st
- We created a High School team and registered for our first competition in Rockford on January 12. We will have 9 skaters representing our rink.
- We are finishing up the final touches for our Holiday Winter exhibition on December 21st
- Our Fall session is coming to an end, and we are getting ready for our new session that will start after the holidays.

Hockey

- Championship win for Wolf Pack Pee wee 3 in their Wisconsin Dells Tournament Nov 14-16.
- Championship win for the U12 Wolverines Girls in their Chicago tournament Nov 29-Dec 1.
- Championship win for Bantam Wolf Pack in their Holland MI tournament Dec 6-8.
- Wolf Pack Pee wee Prime team has been selected and the team will compete in their first tournament Dec 27-29.
- We hosted the Faith Hoberg Memorial game on Nov 23; the U16 Wolverines scrimmaged Bantam Wolf Pack. Before the game there was a ceremonial puck drop with Faith's family.
- The Faith Hoberg memorial scholarship winner was announced before the memorial game. This year's scholarship winner for winter 2024 is Caydence McConnaghy.
- Fall 2 session of the Jr. Wolf Pack hockey class is coming to an end and we will be starting the winter session early January 2025.

Hockey Classes	2024	2023
Jr Wolf Pack (Level 1)	71	33
Jr Wolf Pack (Level 2)	40	24
Jr Wolf Pack (Level 3)	24	New Class for 2024

Hockey League	2024	2023
Mites	17	32
Squirts	17	29
Pee wee	36	26
Bantam	13	15
Midget	17	20
U12 Wolverines	16	15
U16 Wolverines	17	16

C&M DEPARTMENT:

BRIDGES

- Created marketing collateral for upcoming events, and Toptracer Range specials
- Continued optimizing Zola and The Knot listing to promote weddings
- Explored additional platforms to promote weddings, outings and 2025 events
- Promoted Breakfast with Santa (sold out both seatings)
- Continued marketing for Friday/Saturday night Toptracer Range specials
- Updated the Toptracer Range flag distance signage
- Promoted “Light Up The Green” and “Yappy Hour: Pet Photos with Santa”
- Created promo material and published Spring 2025 Fish Fry dates on website
- Continued promoting “Burgers & Birdies” Tuesday Toptracer Range special
- Ordered/received durable/movable A-Frame holders for outside events
- Attended Light Up the Garden (was very cold but still a decent crowd)



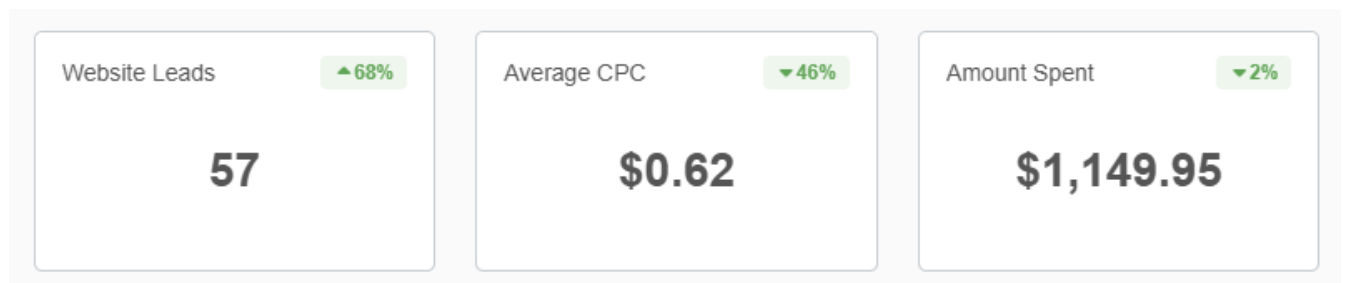


Email Blasts

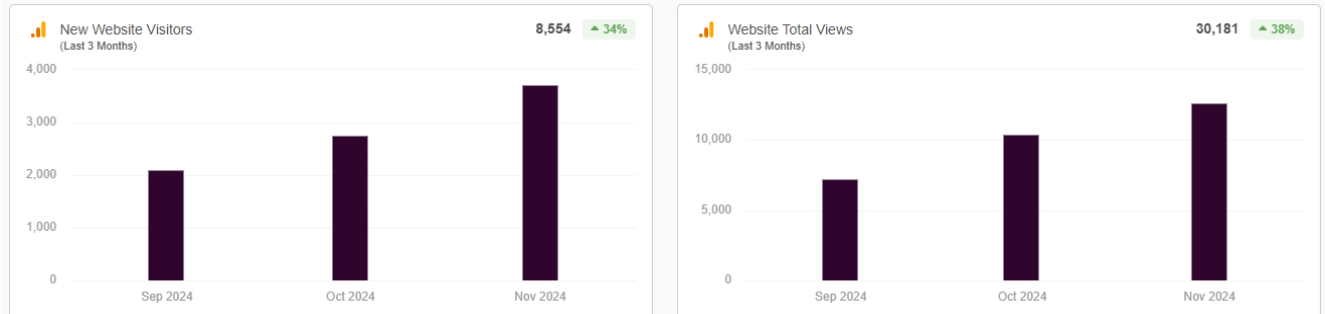
11-01-24	BWS Reservations; Friday/Saturday TTR Special; Sunday NFL Ticket
11-08-24	All things TTR; Friday/Saturday TTR Special; Sunday NFL Ticket; Burgers & Birdies
11-11-24	Happy Veterans Day
11-13-24	BWS Reservations; TTR Scramble; TTR Family Day; Light Up the Garden
11-14-24	Swing on over to TTR; Fri/Sat TTR Special; Sunday NFL Ticket; Burgers & Birdies
11-16-24	Light up the Garden; TTR Family Day; Light Up the Garden; Yappy Hour
11-21-24	Holiday Sale; sale items at the Pro Shop
11-22-24	Great deals at our TTR; Fri/Sat TTR Special; Sunday NFL Ticket; Burgers & Birdies
11-24-24	Light up the Garden; TTR Family Day; Light Up the Garden; Yappy Hour
11-27-24	Light up the Garden; TTR Family Day; Light Up the Garden; Yappy Hour
11-28-24	Happy Thanksgiving
11-29-24	Weekend deals at TTR; Fri/Sat TTR Special; Sunday NFL Ticket; Burgers & Birdies

THE CLUB

- Promoted Black Friday Sale (\$0 enrollment with FREE T-shirt) 11-29 thru 12-8
- Designed and ordered branded step & repeat, wall graphics and updated track signage
- Coordinated a photoshoot for staff headshots and additional video shoot for pool and boxing
- Ordered TVs to replace older versions and one to add digital signage at service desk
- Ran Facebook ads for “schedule a tour” and Black Friday special (some results below); fitness club industry for Average CPC is \$1.90; ours was \$0.62



Website statistics (Last 3 months; New Website Visitors and Website Total Views): up 34-38%



Initial Black Friday Sale results: 120 new members signed up (42 signed up on 12-7 and 12-8); approx. 50 more from last year's sale

November C&M Production Metrics

- 12 Integrated Campaigns: Glo Pool Party, Winter Baton, Fencing, Virtual Fishing, Dec Public Skate, HOTT Theater Nutcracker Performance, Winterfest, Drive-By Santa, Find Your Fun Winter Programs, Student Fitness, New Year TC Fitness Open House, and Black Friday.
- 65 C&M production tasks 93 production sub tasks. C&M staff also spent time learning Flipsnack, our new website flipbook.

BLACK FRIDAY Campaign: As with all of our integrated campaigns, planning for Black Friday started with a C&M campaign brief to outline strategy, messaging, goals, and marketing timelines. We created a dedicated landing page on our website to track traffic. We utilized our web banner and 6 billboards for promotions, plus created posters, email blasts, social media posts, and paid digital advertising. The Black Friday promo ran Nov 29 - Dec 2 and included a C&M incentive of HEParks branded t-shirts for each membership purchased. The promotion was for Seascape, TC Fitness and Willow Fitness memberships. We came away with data and insights for next year.

- Total Messaging Impressions: 303,665 plus all traffic in front of TC, Vogelei, and Willow billboards.
- We had a total of 1,263 visits to <https://www.heparks.org/black-friday> from 11/12-12/3
- The highest number of visits in a single day (130 visits) was on the Wednesday before Black Friday.



- Sales Conversion Results from the Campaign during 11/29-12/2 Promo = 54 Seascope Memberships purchased, 21 TC Fitness Memberships purchased, and 4 WRC Fitness Memberships purchased.

October Email Performance Metrics

Email Campaign Name	Open Rate	Click Rate	Bounce Rate	Unsubscribe Rate
Stand-Alone Black Friday	35.41%	0.45%	0.08%	0.06%
TH_Newsletter 11/28/24	35.64%	0.26%	0.08%	0.06%
TU Newsletter 11/26/24	37.04%	0.88%	0.07%	0.06%
Yappy Hour 11/22/2024	37.01%	1.49%	0.15%	0.00%
TH_Newsletter 11/21/24	33.91%	0.64%	0.06%	0.06%
TU Newsletter 11/19/24	37.08%	0.96%	0.06%	0.06%
TH_Newsletter 11/14/24	38.04%	1.60%	0.04%	0.08%
TU Newsletter 11/12/24	36.05%	1.00%	0.03%	0.05%
Veterans Day	39.81%	0.65%	0.07%	0.09%
TH_Newsletter 11/7/24	36.02%	1.15%	0.04%	0.03%
November Senior Newsletter	64.83%	1.00%	0.06%	0.08%
TU Newsletter 11/5/24	40.91%	1.03%	0.07%	0.06%
12 email blasts	39.31%	0.93%	0.07%	0.06%

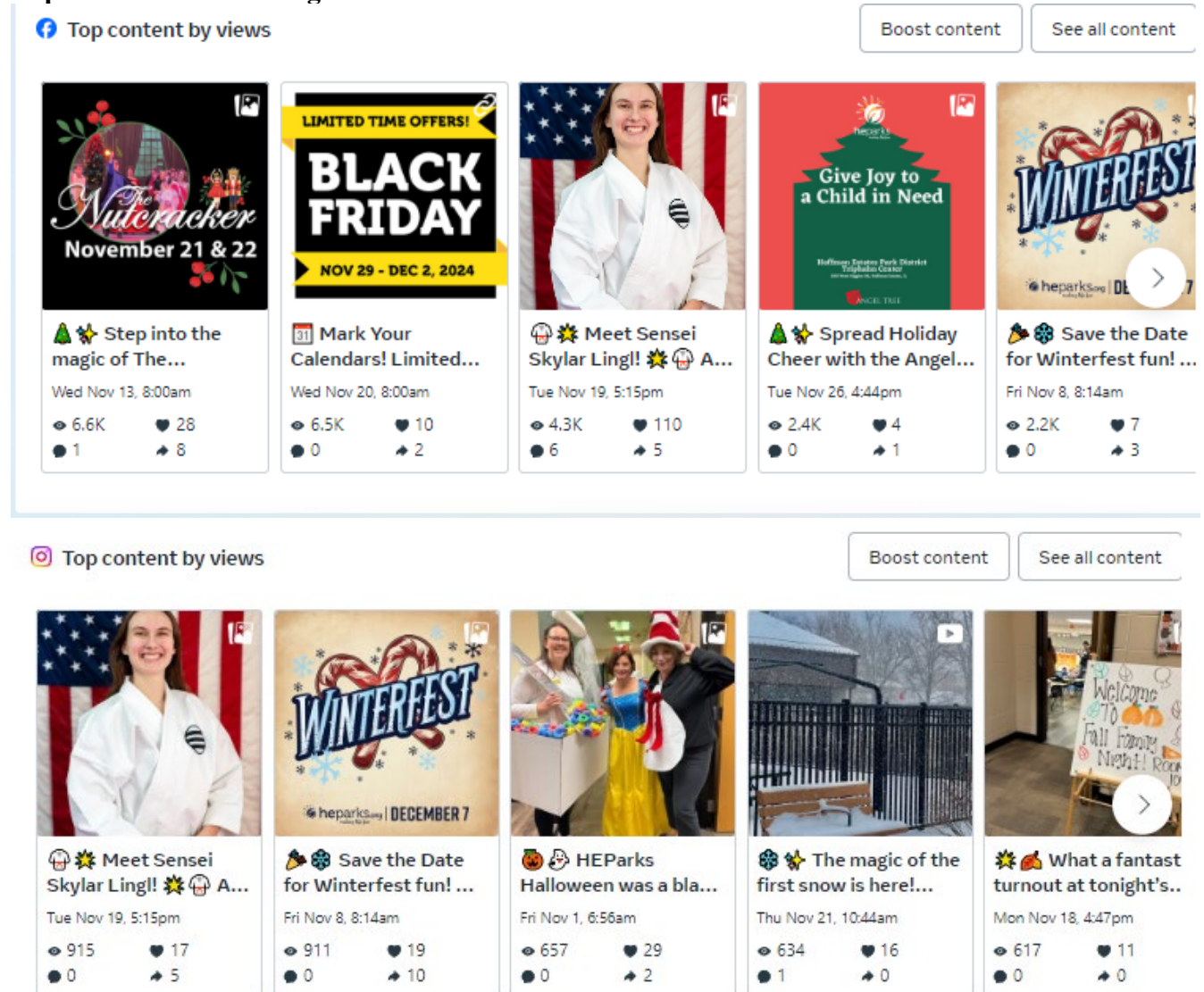
November Social Media Performance Metrics:

Total social media activity across Facebook, Instagram, LinkedIn, & Twitter = 211 posts, reels, and stories (up in content volume by 59.85% from September)

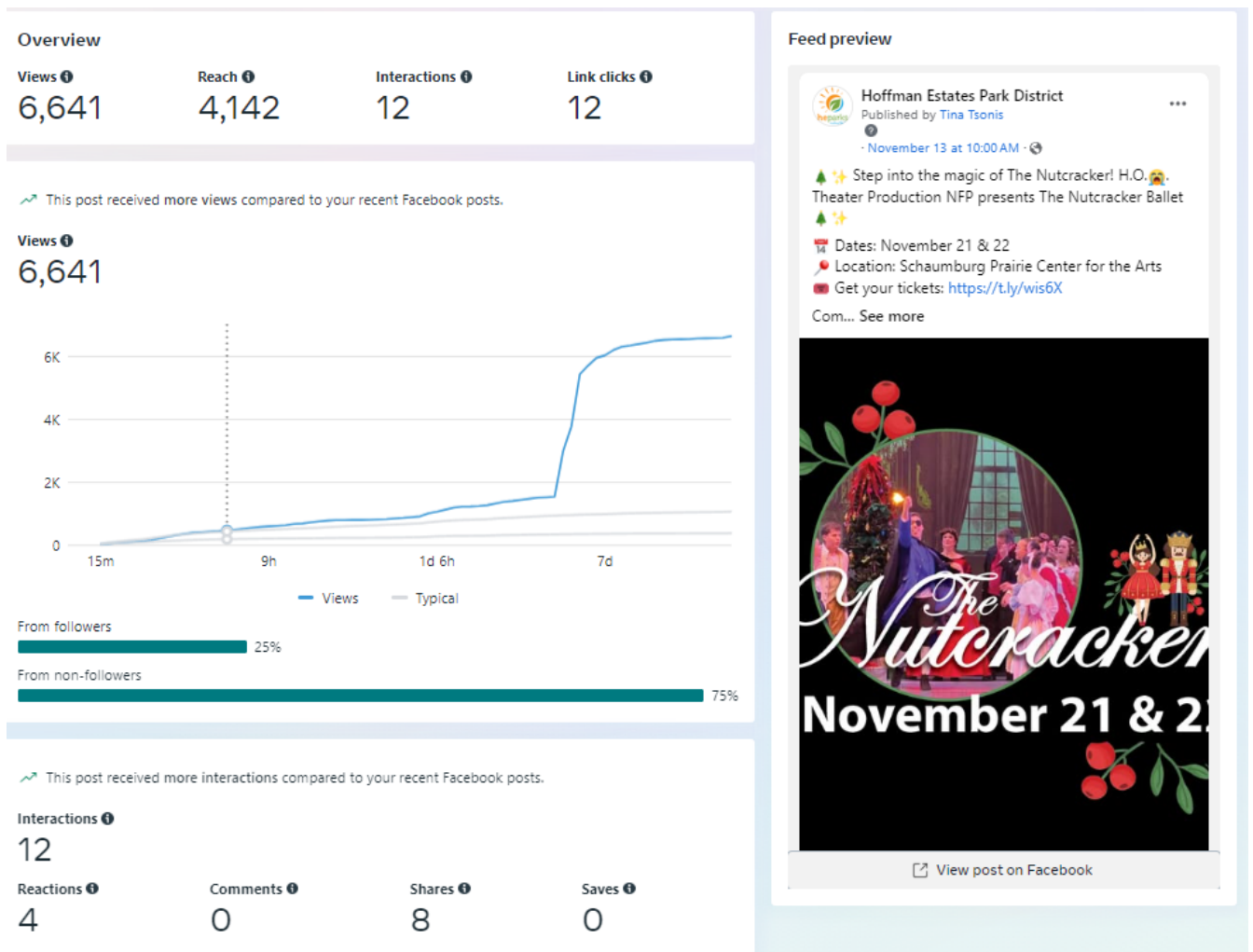
Facebook: Reach 20.5k (down 42.6%), content interactions 540 (down 23.7%), Visits 2.5k (down 32.6%), new followers 37 (down 39.3%)

Instagram: Reach: 1.9k (down 12.4%), content interactions 248 (down 48.3%), Visits 278 (down 46.6%), new followers 23 (down 42.5%)

Top Facebook and Instagram Content in November:



The most popular post was about promoting the Nutcracker Performance. This post received more views even than our paid Facebook Black Friday Ad.



November Website Performance Metrics:

- Website Snapshot: 15K users visited the website in November (14k new visitors)
- Traffic is down 11.1% in volume from October. 4k website visits came from HEParks' email blasts and 6,743 from Facebook.

Top 10 Visited Pages:

<input type="checkbox"/>	Total	94,410 100% of total	15,459 100% of total	6.11 Avg 0%	2m 02s Avg 0%
<input type="checkbox"/>	1 /wbwsc/webtrac.wsc/search.html	21,327	4,966	4.29	2m 13s
<input type="checkbox"/>	2 /wbwsc/webtrac.wsc/splash.html	17,450	1,871	9.33	26s
<input type="checkbox"/>	3 /	8,569	4,613	1.86	30s
<input type="checkbox"/>	4 /wbwsc/webtrac.wsc/login.html	3,189	1,280	2.49	28s
<input type="checkbox"/>	5 /wbwsc/webtrac.wsc/addtocart.html	2,245	871	2.58	30s
<input type="checkbox"/>	6 /wbwsc/webtrac.wsc/iteminfo.html	2,063	1,046	1.97	47s
<input type="checkbox"/>	7 /wbwsc/webtrac.wsc/SPLASH.html	2,045	1,153	1.77	14s
<input type="checkbox"/>	8 /wbwsc/webtrac.wsc/cart.html	1,895	809	2.34	36s
<input type="checkbox"/>	9 /general-information/program_guide/	1,821	1,174	1.55	26s
<input type="checkbox"/>	10 /event/holiday-craft-fair/	1,570	1,170	1.34	23s

Top 10 Organic Search Terms:

Top queries	↓ Clicks	Impressions
hoffman estates park district	1,643	2,292
holiday craft fair, scott r. triphahn community center & ice arena, 16 nov	527	2,274
heparks	198	245
triphahn center	96	954
hoffman park district	55	104
hepd	51	865
he parks	45	72
willow recreation center	42	382
breakfast with santa, bridges of poplar creek country club, 7 dec	35	62
hoffman estates park district jobs	34	102

Acquisition of (unique) visitors by channel or Where Users are Coming From:

	Session primary...Channel Group) ▾ +	↓ Sessions	Engaged sessions	Engagement rate	Average engagement time per session	Events per session	Event count All events ▾
<input checked="" type="checkbox"/>	Total	37,047 100% of total	16,424 100% of total	44.33% Avg 0%	50s Avg 0%	7.09 Avg 0%	262,606 100% of total
<input checked="" type="checkbox"/>	1 Organic Search	20,937	10,173	48.59%	58s	7.69	160,967
<input checked="" type="checkbox"/>	2 Direct	9,096	3,642	40.04%	42s	6.64	60,357
<input checked="" type="checkbox"/>	3 Email	3,995	1,394	34.89%	32s	5.28	21,105
<input checked="" type="checkbox"/>	4 Referral	2,593	763	29.43%	42s	5.88	15,243
<input checked="" type="checkbox"/>	5 Organic Social	743	380	51.14%	21s	5.28	3,923
<input type="checkbox"/>	6 Unassigned	102	0	0%	1m 31s	9.89	1,009
<input type="checkbox"/>	7 Paid Social	1	0	0%	0s	2.00	2

ADMINISTRATION AND FINANCE DIVISION REPORT

Motion:

Forward the December Finance & IT Report to be included in the December Executive Director's Report for Board approval.

Finance/Administration:

- Budget
 - Completed administrative, debt service, special recreation, capital
 - Reviewed budget as a whole and worked with Division Directors to make adjustments
 - Created any necessary new accounts
- Assisted with setup of priority registration for seasonal sessions and programs
- Created new programs for the Winter Guide launch
- Completed room reservations for Winter programs
- Entered multiple new sponsorships for upcoming events
- Assisted with new staff training
- Assisted with Hockey initial registration and first billing
- Assisted with STAR option movement and WL registration
- Created tickets for hockey apparel purchases
- Processed Club cancel/changes as received
- Processed TC/WRC cancel/changes as received
- Credit card billing retries after billings for kickouts

- Automated/adjusted additional reports out of RecTrac to staff
- Verified ICA Invoices for correct Payment
- Payroll Cycle Processing
 - 11/08/24 \$355,147.51
 - 11/22/24 \$339,473.56

Administrative Registration/EFT Billing:

- EFT Billings for:
 - Sponsorship/Marquee; LSC (weekly); Club/TC/WRC Fitness; Locker; Freestyle; summer camp
 - STAR; Preschool; Dance; Hockey; Freestyle
- Administrative
 - Database Maintenance
 - Duplicate Households/Employee Pass/Aged Punch Passes
 - Program Fee/Rule Adjustments
 - Assisted in Training New Staff
 - Billing NSF Payment Retries

Technology:

- Time Management System – TimePro
 - TimePro was successfully deployed to all Timeclock computers as well as staff.
- E911 Audit
 - IT worked with Gregg Communications and Comcast to audit and test each District facility to ensure that emergency dispatch receives the correct phone number and street address when someone dials 911 from any of our District land line phones.
- eFax Quote
 - Human Resources is looking for a solution to send/receive fax files and documents to/from various entities who are still using fax machines. IT is in the process of obtaining a quote for eFax which will enable HR to send/receive secure fax files or documents via computer.

Park District Updates 11.22.2024

Upcoming Events

Nov 21 - 50+ Pub Trivia
Nov 23 - E-Sports: Kids Night Out
Nov 24 - Public Skate
Nov 30 - Light Up The Garden
Dec 1 - Family Day: Sensory Sensitive Event
Dec 1 - Toptracer Range Family Day
Dec 7 - Breakfast with Santa
Dec 7 - Winterfest Community Event – Free for All
Dec 8 - Public Skate
Dec 11 - 50+ Trip – Trolly Light Tour & Dinner
Dec 12 - 50+ Holiday Dinner
Dec 14 - Yappy Hour: Pet Photos with Santa

HEParks Receives Grant to Support Healthy Aging

HEParks has been awarded a \$2,500 grant from the National Recreation and Parks Association (NRPA) through the SHAPR 4.0 Instructor Training Grant. This grant will support two HEParks instructors to attend one of five trainings for an AAEBI program (arthritis appropriate evidence-based interventions). The grant will also cover program start up materials and equipment. Be on the lookout for new programming to support our seniors in keeping physical activity as part of their daily routine!

Village of Hoffman Estates Friendship Tree Lighting Ceremony – Tomorrow, November 23 – 5pm

Join the Village of Hoffman Estates at 5:00 pm tomorrow, Saturday, November 23 in front of the main entrance of the village hall for the annual Friendship Tree Lighting ceremony. Mayor McLeod and area Cub Scouts will light the tree, followed by a fireworks display and a visit from Santa via fire truck! The festivities will end with an inside gathering with light refreshments. Nonperishable goods and personal toiletry item will be accepted as donations to area food pantries during this event.

Winterfest – Saturday, December 7 – Bridges of Poplar Creek – 10am to 1:30pm

All are welcome to attend the HEParks free Winterfest community event at Bridges of Poplar Creek Country Club on Saturday, December 7. The festival will run from 10am to 1:30pm and will offer iceless skating, s'more making, Festival of Fun, Sled Dogs, Carnival Games, and much more! While Breakfast with Santa has sold out, all other activities are free and open to the public.

Special Leisure Services Foundation (SLSF) Annual Holiday Luncheon – Wednesday, December 11 – 11:30am to 2pm

SLSF, which is NWSRA's foundation arm, is hosting their annual Holiday Luncheon on December 11 at Chandler's Steak House in Schaumburg, in appreciation of the support they have received from member park districts. If any commissioners would like to attend, please let Cindy know *no later than Friday, November 22*.

Have a great weekend,

Craig

Park District Updates 12.6.2024

Upcoming Events

- Dec 7 - Breakfast with Santa**
- Dec 7 - Winterfest Community Event – Free for All**
- Dec 8 - Public Skate**
- Dec 11 - 50+ Trip – Trolley Light Tour & Dinner**
- Dec 12 - 50+ Holiday Dinner**
- Dec 14 - Yappy Hour: Pet Photos with Santa**
- Dec 14 - E-Sports: Kids Night Out**
- Dec 15 - Public Skate**
- Dec 16 - TRY Shokotan Karate FOR FREE!**
- Dec 19 - 50+ Pub Trivia**
- Dec 22 - Skate with Santa**
- Dec 23 - Santa Drive-By**

Winterfest – TOMORROW Saturday, December 7 – Bridges of Poplar Creek – 10am to 1:30pm

All are welcome to attend the HEParks free Winterfest community event at Bridges of Poplar Creek Country Club on Saturday, December 7. The festival will run from 10am to 1:30pm and will offer iceless skating, s'more making, Festival of Fun, Sled Dogs, Carnival Games, and much more! While Breakfast with Santa has sold out, all other activities are free and open to the public.

Skate with Santa and Support Friends of HEParks Foundation – Saturday, December 22

Bring your friends and family to the Triphahn Center Ice Rink on Saturday, December 22 for an unforgettable time on the ice! Two time slots are available, 10:30am-12pm and 12:30-2pm. Whether you are a skating pro or just starting out, our rink is the perfect place to make holiday memories. In keeping with the spirit of the season, all proceeds (entry fees) will go toward the Friends of HEParks Foundation, supporting at-risk families in the Hoffman Estates community, so that they may participate and enjoy recreational activities. Register in advance [online](#) for

\$7/person, or pay \$10/person at the door. Rental skates are ready and available in all sizes for just \$3/pair.

Have a great weekend,

Craig

MEMORANDUM NO. M24-111

TO: Board of Commissioners
FROM: Craig Talsma, Executive Director
RE: 2025 Calendar of Board/Committee Meetings
DATE: December 17, 2024

Motion

Approve the 2025 Calendar of Board/Committee Meetings as presented.

Background

In compliance with the Open Meetings Act, the Park District is legally required at the beginning of each fiscal year to prepare and make available a schedule of its regular board meetings listing the times and places of such meetings.

Rationale

Board meetings will begin at 7:00 p.m. on the 4th Tuesday of each month, recessing for the A&F meeting at 7:05 p.m., except during the months of January, April, July and October, when awards are presented. On these days, we will schedule the A&F committee meetings to begin at 7:15 p.m.

B&G and Rec & Facilities meetings will be canceled in September due to the NRPA Conference.

Meetings in December will be the second and third Tuesdays due to the holidays.

See attached 2025 calendar.

**HOFFMAN ESTATES PARK DISTRICT
2025 BOARD/COMMITTEE MEETINGS**

<u>JAN</u>	21	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	28	7:00pm 7:15pm	Board Meeting Administration & Finance Committee
<u>FEB</u>	18	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	25	7:00pm 7:05pm	Board Meeting Administration & Finance Committee
<u>MAR</u>	18	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	25	7:00pm 7:05pm	Board Meeting Administration & Finance Committee
<u>APR</u>	15	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	22	7:00pm 7:15pm	Board Meeting Administration & Finance Committee
<u>MAY</u>	20	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	27	7:00pm 7:05pm 7:30pm	Board Meeting Administration & Finance Committee Annual Meeting
<u>JUNE</u>	17	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	24	7:00pm 7:05pm	Board Meeting Administration & Finance Committee

<u>JULY</u>	15	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	22	7:00pm 7:15pm	Board Meeting Administration & Finance Committee
<u>AUG</u>	19	7:00pm 7:20pm	Buildings & Grounds Committee/Park Tour Recreation & Facilities Committee
	26	7:00pm 7:05pm	Board Meeting Administration & Finance Committee
<u>SEPT</u>	NRPA	CANCELED	Buildings & Grounds Committee
	NRPA	CANCELED	Recreation & Facilities Committee
	23	7:00pm 7:05pm	Board Meeting Administration & Finance Committee
<u>OCT</u>	21	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	28	7:00pm 7:15pm	Board Meeting Administration & Finance Committee
<u>NOV</u>	18	7:00pm 7:20pm	Buildings & Grounds Committee Recreation & Facilities Committee
	25	7:00pm 7:05pm	Board Meeting Administration & Finance Committee
<u>DEC</u>	9*	6:00pm	Special Board (Committee of the Whole) 2026 Budget Workshop - Approve 2026 Budget in Tentative Form - Approve Tax Levy
	16*	7:00pm 7:05pm	Board Meeting Administration & Finance Committee

* Meetings are held the 3rd and 4th Tuesdays of the month, with the exception of December to complete meetings before the holiday week.

Meetings are held at Triphahn Center, 1685 W. Higgins Road, Hoffman Estates unless noted otherwise.

12/10/2024

MEMORANDUM NO. M24-112

TO: Board of Commissioners
FROM: Craig Talsma, Executive Director
RE: Review of Closed Session Minutes ~ Resolution R24-005
DATE: December 17, 2024

Recommendation

Recommend to the full board the approval of Resolution R24-005 “Review of Closed Session Minutes” as presented.

Background

The park district is required by law to review closed session minutes every six months. The last review was conducted in June 2024.

Rationale

Resolution R24-005 states that there are no minutes or portions thereof from Executive Session to be released at this time due to the confidential nature of the information. Additionally, all other Executive Session minutes which have been determined to be confidential shall, if not released by the terms of this Resolution, remain confidential.

REVIEW OF CLOSED SESSION MINUTES

WHEREAS, an amendment to the Open Meeting Acts requiring a review of the district's minutes of closed sessions became effective June 1, 1989, and

WHEREAS, the Board of Commissioners of the Hoffman Estates Park District has kept Executive Session minutes since January 1, 1982, and

WHEREAS, the Board of Commissioners has reviewed the minutes of Executive Session,

BE IT FURTHER RESOLVED, by the Board of Commissioners of the Hoffman Estates Park District that there are no minutes or portions thereof from Executive Session to be released at this time, and,

BE IT FURTHER RESOLVED by the Board of Commissioners of the Hoffman Estates Park District that all other Executive Session minutes which have been determined to be confidential shall, if not released by the terms of this Resolution, remain confidential.

Passed and Approved by the Board of Commissioners of the Hoffman Estates Park District, Cook County, Illinois, on the 17th day of December, 2024.

AYES:

NAYS:

ABSENT:

President

ATTEST:

Secretary