



**AGENDA**  
**REGULAR BOARD MEETING NO. 1110**  
**TUESDAY, MARCH 25, 2025**  
**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. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))  
*Motion to approve the Consent Agenda items A through L.*
  - A. WRC Renovations Construction Plan and Contract / M25-024 (see B&G March packet)
  - B. Sycamore Playground Installation / M25-026 (see B&G March packet)
  - C. Sycamore Park Fall Surface and Installation / M25-031 (see B&G March packet)
  - D. Cipri Park Playground Equipment / M25-027 (see B&G March packet)
  - E. Cipri Park Fall Surface/Installation and Playground Equipment Installation / M25-032 (see B&G March packet)
  - F. District Utility Vehicles and Mower Purchase / M25-028 (see B&G March packet)
  - G. Open and Paid Invoice Register: \$608,969.90 (see A&F March packet)
  - H. District-Wide Operations Statement and Revenue and Expenditure Report (see A&F February packet)
  - I. Acceptance of B&G Minutes 2/18/2025 (see B&G March packet)
  - J. Acceptance of Rec & Facilities Minutes 2/18/2025 (see Rec & Facilities March packet)
  - K. Acceptance of A&F Minutes 2/25/2025 (see A&F March packet)
  - L. Approval of Regular Board Meeting Minutes 2/25/2025
8. PRESIDENT'S REPORT



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9. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT

*Motion to adopt the Executive Director's Report as presented.*

10. OLD BUSINESS

11. NEW BUSINESS

A. Surplus Ordinance / M25-030 / O25-002

*Motion to recommend to the full board the approval of Ordinance O25-002 an "Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District".*

12. COMMISSIONER COMMENTS

13. EXECUTIVE SESSION

A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act

- May 21, 2024
- May 28, 2024
- February 25, 2025

B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act

14. Approval of Closed Session minutes from the following meeting dates:

- May 21, 2024 – Approve and Release
- May 28, 2024 – Approve and Release
- February 25, 2025 – Approve but not release due to the confidential nature of the information.

15. Approval of Executive Director's Employment Agreement and Compensation.

16. ADJOURNMENT

*Motion to adjourn the meeting.*

**MINUTES**  
**REGULAR BOARD MEETING NO. 1109**  
**February 25, 2025**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on February 25, 2025, at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Chhatwani, Commissioners Evans, Friedman, and McGinn

Absent: Commissioners Dressler, Kaplan, and MacGregor

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Administrative Services Rivas, Executive Assistant Flynn, IT Associate Hassler

Audience: Comm Reps Dowling, Harner, and Musial

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

Commissioner Friedman made a motion, seconded by Commissioner McGinn, 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 Friedman made a motion, seconded by Commissioner McGinn 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.

Commissioner Friedman made a motion, seconded by Commissioner Evans to reconvene the meeting for the purpose of amending the agenda at 7:01 p.m. The motion carried by voice vote.

Commissioner McGinn made a motion, seconded by Commissioner Evans to amend the agenda to approve amended A&F minutes from the January meeting, and to change the

motion for the Consent Agenda to include items A through K, and to remove item 14 regarding the Executive Director Review (this will be moved to March). The motion approved by voice vote.

Commissioner McGinn made a motion, seconded by Commissioner Evans to recess the Board meeting at 7:03 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

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

Commissioner McGinn made a motion, seconded by Commissioner Evans to reconvene to the Regular Board Meeting at 7:28 p.m. The motion carried by voice vote.

Comm Reps Harner and Musial left the meeting.

**7. Consent Agenda:**

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

On a Roll Call: Carried 4-0-3  
Ayes: 4 Chhatwani, Evans, Friedman, McGinn  
Nays: 0  
Absent: 3 Dressler, Kaplan, MacGregor

- A. Asphalt Repairs, Sealcoating and Striping / M25-016 (see B&G February packet)
- B. Court Repairs and Color Coating at Multiple Locations / M25-017 (see B&G February packet)
- C. Bridges Patio Furniture Purchase / M25-015 (see Rec February packet)
- D. Balanced Scorecard / M25-020 (see A&F February packet)
- E. Open and Paid Invoice Register: \$646,802.93 (see A&F February packet)
- F. District-Wide Operations Statement and Revenue and Expenditure Report (see A&F February packet)
- G. Acceptance of B&G Minutes 1/21/2025 (see B&G February packet)
- H. Acceptance of Rec & Facilities Minutes 1/21/2025 (see Rec & Facilities February packet)
- I. Acceptance of A&F Minutes 11/26/2024 (see A&F December packet)
- J. Approval of Public Hearing Minutes 1/21/2025
- K. Approval of Regular Board Meeting Minutes 1/28/2025

**8. President's Report**

President Chhatwani said that she has been volunteering three to four days per week. She is aiming for 500 hours this year.

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

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

The motion carried by voice vote.

**10. Old Business:**

None

**11. New Business:**

A. IMRF Authorized Agent / M25-022 / R25-001

Commissioner Evans made a motion, seconded by Commissioner Friedman to approve the nomination of Amy Rivas as the District's IMRF Authorized Agent.

On a Roll Call: Carried 4-0-3  
Ayes: 4 Chhatwani, Evans, Friedman, McGinn  
Nays: 0  
Absent: 3 Dressler, Kaplan, MacGregor

B. Tax Levy Bond Abatement / M25-019 / O25-001

Commissioner Friedman made a motion, seconded by Commissioner McGinn to approve Ordinance O25-001, abating taxes levied for the District's IMRF Authorized Agent.

On a Roll Call: Carried 4-0-3  
Ayes: 4 Chhatwani, Evans, Friedman, McGinn  
Nays: 0  
Absent: 3 Dressler, Kaplan, MacGregor

**12. Commissioner Comments:**

Commissioner McGinn said he is looking forward to the IAPD Legislative Breakfast at Schaumburg this coming Saturday.

Commissioner Friedman asked how we are doing on permanent tee times. Deputy Director Bechtold said we have about 75-80% back so far and may lose one or two, but we don't rely on these as much anymore to fill the day. Commissioner Friedman added that The Club looks phenomenal.

Commissioner Evans thanked President Chhatwani for being the center point for the Executive Director Reviews.

**13. Executive Session:**

Commissioner Friedman made a motion, seconded by Commissioner Evans to move to Executive Session at 7:34 p.m. for the purposes of:

- A. Appointment, employment, compensation, discipline, performance, or dismissal of any employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.

On a Roll Call Vote: Carried 4-0-3  
Ayes: 5 Chhatwani, Evans, Friedman, McGinn  
Nays: 0  
Absent: 2 Dressler, Kaplan, MacGregor

**14. Reconvene following Executive Session:**

Commissioner Friedman made a motion, seconded by Commissioner McGinn to close the Executive Session and reconvene to the Regular Board Meeting at 7:48 p.m. The motion carried by voice vote.

**15. Adjournment:**

Commissioner Friedman made a motion, seconded by Commissioner McGinn, to adjourn the meeting at 7:49 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. 1110**

**EXECUTIVE DIRECTOR'S REPORT**

**March 2025**

**PARKS DIVISION REPORT**

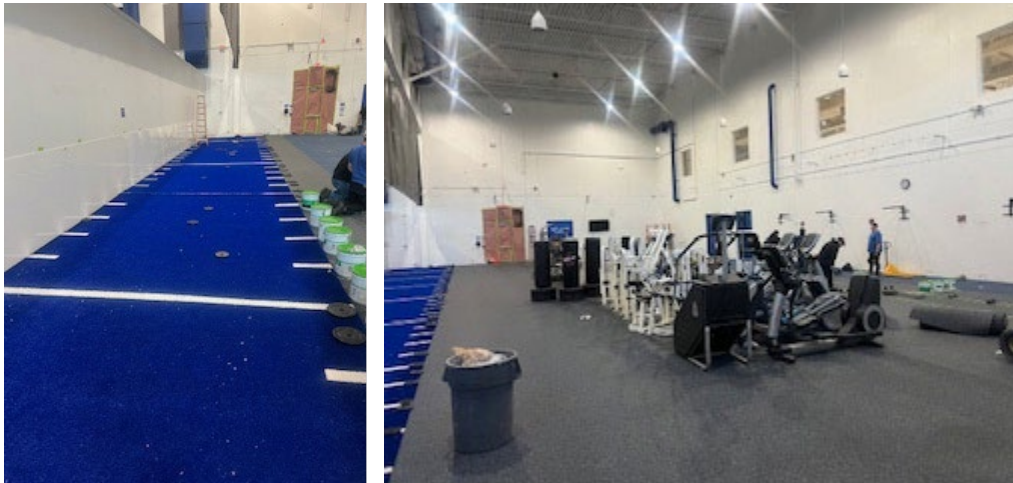
**MOTION**

Recommend to the full board to include the Parks, Planning & Maintenance March Board Report in the March Executive Directors Report.

**ADMINISTRATION & CAPITAL PROJECTS**

**The Club Third Court Renovation**

The renovation of the third court area at the club has been going well. Staff have moved and relocated existing equipment, prepared floors for synthetic turf and rubber flooring, and lined existing drywall walls with a more stable surface. Once these items were complete, staff installed all new speakers and sound system and ran new cables for TVs and cameras. Next, staff began to install the flooring in this area. The new fitness equipment has arrived, and sound panels are set to arrive on March 19. Staff will install the panels as the last portion of the project. Equipment will be placed properly while the sound panels are being installed.



**BPC Driving Range Hitting Mat Area Renovation**

Staff have removed all existing asphalt and prepared the area for Forever Lawn to complete the installation of the new turf hitting areas. Forever Lawn was on site on March 12 to lay out the area and is planning to complete the installation weather dependent during the March 25 – April

8 timeframe. Following the installation of the new hitting area, staff will complete the restoration work which we anticipate taking place mid-April, weather dependent.



### **New Park at Seascap**

The new park at Seascap is coming along nicely. Staff completed the final layer of stone prior to the fall surface installation which will be completed by Forever Lawn. They anticipate completing the installation of the fall surface in April. Staff will be completing the restoration work at this park in April and early May. We have an anticipated opening date of May 15, 2025 for the new playground.

### **AQUATICS AND BUILDINGS**

#### ***Triphahn Center:***

- The Wolves' locker room area had no heat – installed two new contactors in Wolves super heat unit to restore heating.
- A new blower motor assembly was installed in Wolves spa dehumidification system.
- Located accessible power for card swipe on the senior side billiards room door.
- A new clutch and sprocket were installed on Zamboni for wash water drive system.
- Repaired bad shut off valve and rodded out urinals on the North side to improve water flow.

#### ***Bridges of Poplar Creek:***

- The pro-shop electrical line that feeds the registration system was removed and will be re-installed when flooring is done.
- Electrical outlets in the downstairs banquet room were removed for flooring contractor.
- The Toptracer heater was making noises - when checked, found that the fan motor is bad and will need to be replaced.
- Bays 5 and 6 had reports of electrical issues/outlets not working-wiring was checked and everything is running okay.
- Two new deep fryers were installed in the downstairs kitchen.



### ***The Club at Prairie Stone:***

- Duct valves were adjusted in Kids Corner area to balance space temps between the two rooms. The thermostat was returned to original location (opposite side of wall).
- Reports of no hot water at the Club – mixing valve showed low temps. After adjusting temps came back for a while, but then same issue occurred. Frozen pipes were found in custodial closet (roof hatch left open by roofing contractor) and needed repairs. When pipes thawed water was able to circulate back to storage tank.
- Replaced high bay lighting.
- Cleared shower drains in men’s locker rooms.
- Installed new drinking fountain in the gym.
- Installed new bearing coupler on activity pool boiler motor.
- Lap pool dehumidification system blew two main fuses – OHM testing done on all compressors, condensing fans, blower motors and inducer motors. Tested for direct short from disconnect box to main fuse switch gear – all tested good. New fuses installed and started unit up in service mode, no fuses blew and equipment safe to put into run mode.
- Installed ten new speakers with two separate zones as part of tennis court remodel.
- Ran data cable from server back to cardio area.
- Installed two new TVs and ran coax cable from rack to new TVs.
- Ran four data cables from rack in HIIT room to new TV and cameras locations.
- Cut open flooring and installed electrical for treadmills.

### ***Vogelei House:***

- Water line froze for a third time due to cold air getting in from above the sill plate; filled with insulation to prevent water line from freezing.
- Met with Kings 3 – they had a trouble code come up for the elevator camera and said it is our elevator company’s responsibility to repair. Advanced does not make the part anymore and were trying to find compatible power module. When we opened up the control panel to test the fuses, two were blown. Installed new fuses and system was back up and working.

## **PARKS**

### ***Parks, Forestry & Playgrounds***

- Branch cleanup at multiple parks.
- Tree trimming at BPC around the irrigation pond near homes.
- Snow removal
- Ice depth checks at all ice fishing and skating ponds.
- Staff attended the Illinois Landscape Show from February 26-28
- Tree branch and log removal from BPC to remove all winter pruning.
- Started to open up ballfields to dry them out in anticipation of the spring season.
- Cleaned out dugouts at certain fields.
- Tree pruning at Locust Park and Victoria Park
- Prescribed burns at BPC and Victoria Park.

- Playground/Construction crew completed scope of work at The Club third court renovation.
- Hung new banner at TC entrance.
- Benches for sensory garden were built using the milled Ash trees from Maple Park.
- Spinning rocking chair from Poplar Park was removed, repaired, and reinstalled.

## RECREATION DIVISION REPORT

### **Motion:**

Recommend to the full board to include the March Recreation board report in the March Executive Director’s Report.

## **Recreation Division**

New staff news:

- We are happy to have Connor Schwarz join the HEParks team as the new Senior/Adult Program Manager. He has over ten years of experience in planning and organizing engaging recreation programs, particularly for adults and seniors. He will be joining us on March 17.
- In the month of February, we conducted interviews for the positions of evening facility managers for TC and Willow. We are pleased to announce the hiring of William Anderson for Willow and Anna Thoma for TC. William brings an extensive background in facilities management within the parks and recreation field, while Anna has a management background with particular expertise in the fitness industry. Both will begin their respective roles on March 10.
- Karrie Miletic is excited to transition to a new role as Superintendent of Community Outreach and Seniors. The Director of Recreation position will be filled over the next couple of months.

## **General Programs**

### Theatre

- Youth HOTT, Frozen Junior performance occurred on February 28 at Prairie Center for the Arts. For 2025 they will be doing Shrek Junior and Jersey Boys in the spring and registration for both are underway.
- Staff has been working closely with HOTT Theatre to confirm facility usage throughout 2025.



## Martial Arts and Gymnastics

Program	Winter 2024	Winter 2025
Shotokan Karate	124	138
Tae Kwon Do	35	22
Gymnastics	154	120

- **Karate** begins a new session on April 4
  - Another “Try Karate For Free” class is scheduled for Monday, March 10. A second was scheduled due to the success of the first
  - We finished the Winter ’25 session with 138 enrolled across youth and adult levels.
- **TKD** began a new session on January 7 at Willow Recreation Center.
  - We have 22 enrolled in the current session
  - The next session will begin on April 1
- **Gymnastics** began a new session on February 17 and the next session begins on April 7.
  - We have met with Jody, owner of Tumbling Times, to further discuss the move to Willow Recreation Center in 2025 and will keep that communication strong throughout the project.
  - The current session of gymnastics will end on March 29 and we had a total of 120 enrolled across 13 classes

## Additional Contractual – General Programs

- We have reached out to new contractual vendors to expand our offerings:
  - **Skyward Fencing**, currently offering classes at Harper College, began offering classes at Willow Recreation Center in January 2025. Currently, there are 6 enrolled in Fencing They are also looking to copy the Karate model by offering a “Try Fencing for Free” class to help boost awareness and enrollment
  - **Language in Action** is a new contractor we are using to offer language classes via Zoom for various ages and skills levels.
  - **Chess-Ed** will be another new contractor that we plan to bring in to bolster our non-athletic youth offerings.
  - Staff is also in communication with several other contractual companies and hope to have additional new programming in place for the Summer 2025 season.

## Winter Baton Numbers: (classes started January 3)

Style	Winter 2024 Classes Running	Winter 2025 Classes Running	Winter 2024 Number Enrolled	Number enrolled as of 3/7/2025
Performance baton	2	2	18	19
Baton	8	7	29	29
<b>Total</b>	<b>10</b>	<b>9</b>	<b>47</b>	<b>48</b>

## Dance

### Things that happened in February:

1. 25 Private Lessons
2. Stars Day January 10 for company dancers
3. Dance Idol Competition – February 1
4. Dance Idol Convention – February 2
5. Kar Dance Competition - February 21-22, won Primary Studio Excellence Award for our Dance Company

### Things that will be happening in March:

1. Applause Dance Competition - March 14-16
2. Recital t-shirts for sale
3. Spring Break no classes – March 24-28

Awards at KAR Competition in February:



### Winter Spring Dance Numbers: (Classes started January 4)

Style	Recital 2024 Classes Offered	Recital 2025 Classes Offered	2024 Recital Enrollment	2025 Recital Enrolled as of 3/7/25
Junior Company	1	1	5	7
Performance Company	0	1	0	9
Stars Dance Company	1 (4 levels)	1 (4 levels)	26	28
Ballet/Tap	8	8	72	65
Ballet/Jazz	5	4	43	50
Jazz/Hip Hop	4	5	51	53
Tap	2	3	9	18
Specialty	2	4	11	26
Adult Ballroom	1	1	0	2
<b>Total</b>	<b>23</b>	<b>30</b>	<b>217</b>	<b>258</b>

## Early Childhood Programs

### Preschool:

23-24 WRC		24-25 WRC		23-24 TC		24-25 TC	
Threeschool	C	Threeschool	C	Threeschool	7	Threeschool	6
2's Playschool	11	2's Playschool	9	2's Playschool	C	2's Playschool	12
3's & 4's	32	3's & 4's	32	3's & 4's	79	3's & 4's	63
<b>Total</b>	<b>43</b>	<b>Total</b>	<b>41</b>	<b>Total</b>	<b>86</b>	<b>Total</b>	<b>81</b>

Teacher Institute Day occurred on February 17. Teachers participated in new training on classroom lesson planning and center design.

DCFS conducted their annual visit at the Triphahn Center on February 27. We passed all the standards and policies.

Open enrollment for 2025-2026 started on February 3. Registrations to date are shown below:

25-26 WRC		25-26 TC	
Threeschool	C	Threeschool	5
2's Playschool	C	2's Playschool	3
3's & 4's	30	3's & 4's	41
<b>Total</b>	<b>30</b>	<b>Total</b>	<b>49</b>

### **LSC:**

2024	2025
52(3 rooms)	42 (3 rooms)

5 Days: 33

3 Days: 5

2 Days: 4

**Early Childhood Enrichment Classes**

**Rock'n'Kids** : Baby Rock (NEW): C    Tot Rock: C    Kid Rock: 7

<b>Name</b>	<b>TC</b>	<b>WRC</b>
Lunchbox Adventure	5	5
Little Innovators	4	7
Preschool Book Club	C	6
Four Seasons	7	N/A
Culinary Kids	N/A	4
Playdough Power	10	N/A

**Summer Camp – Ages 3-6**

<b>Camp</b>	<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>	<b>Session 4</b>
Pre-Camp 3-day TC (ages 3-4)	0	0	0	0
Pre-Camp 2-day TC (ages 3-4)	0	0	0	0
Pre-Camp 2-day WRC (ages 3-4)	3	4	4	4
KinderCamp TC (ages 5-6)	1	2	3	4
KinderCamp WRC (ages 5-6)	2	7	7	8
Ready For Kinder (ages 5-6)	3	6	6	6

<b>Camp/ Sessions</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
CIT	1	2	2	2	0	0	0	0	0	0
Splash WRC	11	13	19	19	16	17	17	15	19	27
Splash TC	9	8	9	10	9	9	8	10	10	N/A
Splash Before WRC	0	0	3	3	2	3	2	3	3	5
Splash After WRC	3	3	7	8	6	7	7	7	6	12
Splash Before TC	2	2	3	3	3	3	2	4	4	N/A
Splash After TC	6	6	7	7	7	6	5	7	7	N/A

Splash Camps are new this year, offered primarily for those students who were enrolled in the full-day childcare program, as a full-day transition through the summer.

## Seniors/Adults

<b><u>February/ March 50+ Events</u></b>	<b><u>Date</u></b>	<b><u>Enrolled</u></b>
Valentines' day luncheon	2/14	16
Seniors out Socializing Early Bird-Checkers	2/21	20
Lunch Birthday- February	2/28	18
Pub Trivia	2/20	30
Seniors out Socializing-Later - Wildfire	2/5	10
Lunch and Learn- Arthritis	2/26	11
Lunch and Learn Trip to Encore Village as of 2/28	3/12	9
St. Paddy's Luncheon	3/14	11
Beautiful Musical as of 2/28	3/19	11

### **Group Exercise Enrollments for 50+**

<b>Class</b>	<b>Winter 2024</b>	<b>Winter 2025</b>
50+ Basic Exercise as of 2/28	27	57
Tai Chi (Daytime) as of 2/28	4	6
Line Dancing as of 2/28	12	29
Gentle Yoga as of 2/28	11	21

With the new Adult & Seniors Program Manager starting Monday, March 17, we will have a dedicated staff member to focus on senior programming.

Lunch & Learn:



## School-Age STAR and Day Camps

### STAR 24/25

- To date, 433 enrollments across all STAR Before and After School Locations (enrollment is ongoing)
- Priority registration for the 2025-2026 School Year began March 12. Open enrollment begins March 17. We are currently at 207 after the first day of enrollment.

	3 days before	3 days after	5 days before	5 days after	<b>Total enrolled 24/25</b>	<i>Waitlist</i>	<i>Total enrolled last year 23/24</i>
Armstrong	6	9	17	25	<b>57</b>	<b>1</b>	<b>51</b>
Fairview	3	15	7	14	<b>39</b>	<b>0</b>	<b>52</b>
Lakeview	2	7	8	19	<b>36</b>	<b>0</b>	<b>56</b>
MacArthur	1	11	34	47	<b>93</b>	<b>1</b>	<b>86</b>
Muir	4	9	15	22	<b>50</b>	<b>0</b>	<b>43</b>
Lincoln Prairie	4	10	20	13	<b>47</b>	<b>0</b>	<b>53</b>
<b>Total for D54 24/25</b>	<b>19</b>	<b>62</b>	<b>104</b>	<b>143</b>	<b>322</b>	<b>2</b>	<b>341</b>
Whiteley	7	13	26	65	<b>111</b>	<b>12</b>	<b>71</b>

### Schools Day Out

- District 54 had a half day on February 14. 17 participants were enrolled in the program.
- Districts 54 and 15 had a School Day Off on February 17. We had 20 participants enrolled and they went to Slick City, a new field trip location.

### Summer Camp 2025 – Ages 7-13

- Summer Camp Registration began earlier this year, on January 15. In 2024, we opened camp registration on March 6.
- To date, across all 10 weeks we have 1,046 registrations for our school-aged camps. In 2023 and 2024, we had approximately 3,160 registrations by mid-summer.
- We are offering two new camps for school-aged campers, Arts in the Parks and Adventure Camp.

<b>Camp</b>	<b>Current enrollment across 10 weeks</b>
Camp Hoffman 5-day South	73
Camp Hoffman 3 day	138
Camp Hoffman 5-day North	181



Teen	73
Sports	53
STEAM	101
Arts in the Parks	37
Adventure	9
Early Arrival	174
Late Stay	207
	<b>1,046 Total Enrollments</b>
<i>*Camp registration opened in January, which is earlier than in previous years.</i>	

## Athletics

### Adult Sports/Youth Sports

- Staff will be meeting with Overtime Athletics regarding the possibility of creating a flag football program for our district. Overtime is a nationwide organization that is operating within a handful of Chicago-area communities this spring.
- The indoor pickleball league is going well with 22 teams. With all the new players this season, competition has been strong and welcomed. The season will end in March.
- We hosted our first annual indoor pickleball tournament in partnership with the Windy City Bulls on February 16 and 23. The tournament had 104 teams register, taking two weekends to complete the tournament. The winners of the tournament received prizes including trophies, Chicago Bulls game tickets, Bridges golf pass etc. The Final for the tournament play was held on the Windy City Bulls Court after their game at the NOW Arena.
- VolleyKids at Willow Rec Center has been a successful a new youth sports addition which began in February.

<b>VolleyKidz Program</b>	<b>February</b>	<b>March</b>
Jr. VolleyKids USA	10	13
Spiking and Serving	7	10
VolleyKids USA Match Play (Feb-Mar one class)	13	
<b>Total</b>	<b>53</b>	

- The youth basketball league is winding down. We had 271 players this winter, compared to 286 in 2024. Games have been played between several park districts across the northwest suburbs. Home games are played between Triphahn Center and Willow Rec Center. Playoffs for 5<sup>th</sup> - 8<sup>th</sup> grades will be played March 8.
- Little Hoopers basketball had a successful season. Improvements among the 70 athletes are very noticeable compared to the first day of practice. The last games will be played on March 7. Athletes will receive trophies, and an MVP award will be given out.

Last winter, the Little Hoopers program had 20 participants. Staff started marketing early this year and spread information about the league through word-of-mouth. The focus changed this year from a pod system to more fundamentals, including game play solely to learn to apply the fundamentals. This should enhance the quality of play for the 1<sup>st</sup>-8<sup>th</sup> grade leagues as the Little Hoopers players get older.

- Soccer, baseball, and t-ball registration are underway for the spring session. These programs begin in early April. Baseball will have the Bronco, Pony, and Colt divisions participate in PCBS League.

<b><u>Soccer Registration Comparison</u></b>		
	<b><u>Spring 2024</u></b>	<b><u>Spring 2025</u></b> <b>(As of 3.12.2025)</b>
Pre-K	25	30
Kinder	63	45
1/2 Boys	43	53
1/2 Girls	25	19
3/4 Boys	66	35
3/4 Girls	13	14
5/6 Boys	22	32
5/6 Girls	9	4
7/8 Boys	0	Not Offered in 2025
7/8 Girls	0	Not Offered in 2025
7/8 Coed Intervillage	18	Not Offered in 2025
3/4 Girls Intervillage	14	Not Offered in 2025
<b><u>Total</u></b>	<b><u>298</u></b>	<b><u>232</u></b>

- The Hoffman Aces director did not want to offer leagues for the 7<sup>th</sup>/8<sup>th</sup> grades due to dwindling numbers. Last year we did offer intervillage registration. The Aces soccer registration deadline has been extended to March 21. We have been working closely with Marketing to heavily promote this program as well as some referral discounts that are being offered.

<b>Baseball Registration Comparison</b>			
	<b>Spring 2024</b>	<b>Fall 2024</b>	<b>Spring 2025 (As of 3.14.2025)</b>
<b>Shetland/ T-ball</b>	74	No T-ball	47
<b>Pinto</b>	46	18	34
<b>Mustang</b>	22	9	11
<b>Bronco</b>	14	No team	Merged w/ PCBS
<b>Pony</b>	6	No team	Merged w/ PCBS
<b>Colt</b>	22	13	4
<b>Total</b>	<b>184</b>	<b>40</b>	<b>96</b>

With the Bronco and Pony levels part of the PCBS league, they have earlier registration deadlines which makes it difficult to fill a team. Those who did sign up were able to register directly with the league so they do have an opportunity to play. The younger levels still have until March 21 to register with the District, and Colt baseball registration is open until April 28.



### **Field Rentals**

- Canterbury Park is booked each weekend from the first week of May until mid-September, with Century Cricket using the field on Sundays, and Smaj Yesu (a church group) using the field on Saturdays.
- Grand Sports are in the process of reserving several fields for their soccer programs.
- A large cricket tournament organized by the Shah Group is scheduled for Memorial Day weekend at Canterbury Park.
- Seminole Sports will be renting Cannon Crossings for three weekend tournaments (April 25-27; May 2-4; May 31-June 1).

## **E-Sports**

We hosted the final E-Sports event on Friday, March 7 with a Fortnite Tournament with 12 registered. The e- sport facility will close on March 10 and we will redesign the space for more multi-use purposes.

## **Hot Shot Sports Birthday Parties**

- We currently have 5 scheduled Hot Shot Sports birthday parties scheduled for March. This continues to strengthen, and we already have 8 parties completed/scheduled for this year with more requests continuing to come in.

## **Youth Contractual Sports**

- Sports Kids, Inc. continues to offer great youth athletics programming:
  - Volleyball has been their most popular class, but we are beginning to gain traction with Family Archery. There are currently 27 students enrolled in volleyball classes on Monday nights (22 were enrolled in the previous session). There are a total of 56 participants enrolled across all Sports Kids classes for this session. They are bolstering our camp programming by offering camp options during Spring Break as well as offering various fun Summer options.
  - Brazilian United Corporation will be offering a week-long soccer summer camp. They will offer a full-day option, half-day, and an afternoon-only class for the pre-K age group.

## **Aquatics**

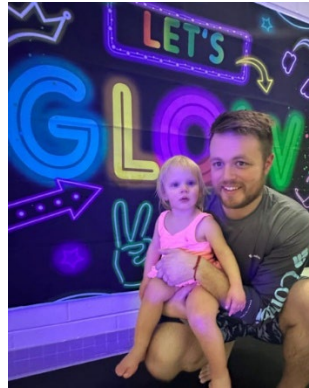
### **The Club Swim Lessons:**

Winter Session 2 swimming lessons started on February 22. From January through April of 2024, swim lesson numbers stood at a total of 245 enrollments. For January through April of 2025 staff is anticipating a total enrollment of closer to 300. 2025 classes started in January and will go through the month of April with a week break in March for spring break.

<b>Type of Lesson</b>	<b>2024</b>	<b>2025 to date</b>
Parent/Tot	28	32
Tots	16	21
Group Classes	185	158
Adult	16	7
Swim Lessons for All	0	4
<b>TOTALS</b>	<b>245</b>	<b>222</b>

**Glow Pool Party: ( NEW)**

The aquatics team hosted its very first Glow Pool Party event at The Club on Friday February 28. The event sold out with 55 total participants. Families enjoyed a night filled with music, photo opportunities, and a pool glowing with glowsticks and beach balls. This event provided a unique experience, being one of the first glow events an aquatics team has hosted in our area for parks and recreation.



**Recreation Facilities**

**Triphahn Center Fitness**

<u>Membership</u>	<u>02/29/2024</u>	<u>01/01/2025</u>	<u>02/28/2025</u>	<u>2025 YTD</u>
<b>Total</b>	<b>600</b>	<b>710</b>	<b>719</b>	<b>+9</b>
Billed Members	519	623	638	+15
Healthcare Numbers	81	87	81	-6

**TC Rental Information: We had a total of 87 rentals in the month of February.**

**Willow Rec Center Fitness & Racquetball**

<u>Membership</u>	<u>2/29/2024</u>	<u>01/01/2025</u>	<u>02/28/2025</u>	<u>2025 YTD</u>
Fitness	150	135	137	+2
Racquetball	40	20	20	even
<b>Total</b>	<b>190</b>	<b>155</b>	<b>157</b>	<b>+2</b>

WRC Billed Healthcare Members 9

**WRC Rental Information: We had a total of 16 rentals in the month of February.**

**\*Dog Off-Leash Areas**

<u>Membership</u>	<u>02/29/2024</u>	<u>01/01/2025</u>	<u>02/28/2025</u>	<u>2025 TTD</u>
<b>Total</b>	<b>555</b>	<b>453</b>	<b>440</b>	<b>-13</b>

**FACILITIES AND MARKETING DIVISION REPORT**

**Motion:**

Recommend the March Facilities & Marketing Board Report be included in the March Executive Director’s Report for Board approval.

**Bridges General Programs:**

- The golf course will open for the season on Thursday, March 13.
- Toptracer had a great opening event, a Two-Man Best Ball event on 3/8 with 36 players. The Spring League Season will start the week of 3/10 with a total of 38 teams registered.
- The tournament sign up for March Madness is going well with 16 teams for the event on 3/22/25. We typically see a surge of registrations as the weather report gets closer.
- The Master’s Toptracer event is also almost full with seven teams. We have three open spots left for this Master’s themed event on 3/11.
- The Par 3 Challenge is also almost full with 36 players leaving four open spots for this event on 3/9.
- Breakfast with the Bunny is scheduled for April 5. We have 184 registered guests.
- The Fish Fry is back every Friday, March 7 through April 18!

**Golf Rounds**

MONTHLY ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
0	0	0	337	0	68
YTD ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
0	0	0	337	0	68

**Range Information**

MONTHLY RANGE BASKET SALES TOTALS					
2021	2022	2023	2024	2025	5 Year Average
0	25	118	523	61	145
YTD RANGE BASKET SALES TOTALS					
2020	2021	2022	2023	2024	5 Year Average
0	25	202	725	76	206

**Toptracer Hour Totals**

MONTHLY TOPTRACER RESERVATION HOUR TOTALS				
2022	2023	2024	2025	4 Year Average

0	126	610	273	252
<b>YTD TOPTRACER RESERVATION HOUR TOTALS</b>				
2022	2023	2024	2025	4 Year Average
0	126	716	436	320

## Food & Beverage

### February

- 1 breakfast meeting servicing 25 guests
- 2 showers servicing 45 guests
- 1 ceremony and reception servicing 68 guests

### March

- 1 lunch meeting servicing 30 guests
- 1 shower servicing 41 guests
- 1 birthday servicing 85 guests
- 1 meeting with appetizers and bar servicing 25 guests

### Breakfast With Bunny

- 8:30am 35 adults, 17 kids, 6 free
- 11:00am 78 adults, 29 kids, 19 free

### Top Tracer Parties

- 3/15 Kids party for 6 kids

### Golf Outings

2025 - 29 Shotgun Golf Outing Contracts sent out

2024 - Total Shotgun Events: 36

### Weddings

2025

11 ceremony and receptions

2024

9 ceremony and receptions, 2 reception only



**February 2025**

<b>Membership Totals</b>	<u>02/28/2024</u>	<u>01/01/2025</u>	<u>02/28/2025</u>	<u>Var. +/-</u>
Totals	2,822	3,020	3,172	<b>+152</b>

**Member Services/Sales & Fitness**

- February New Member Enrollments:** We have had a very impressive start to the year as far as new member enrollment. We finished with the highest number of new enrollments for February that we have had in at least ten years! We enrolled 175 new members in February with an enrollment fee offer of \$14 per person.
- Referral Program Success:** A more exciting number is the number of new member referrals we had in February where existing members referred new member enrollments. 41 new members joined in February as a result of being referred by a current member. That is over 20% of the new members being referred! Each of these members who referred somebody received a \$25 membership dues credit on their account.
- United Healthcare Renew Active Program:** We had 115 Renew Active pass holders visit the Club in February, with six new members joining through this program during the month.
- Member Engagement and Facility Usage:** February saw 2,479 unique member visits, meaning approximately 78% of our total members actively used the facility during the month. A breakdown of The Club membership age demographic is shown below:

**The Club Age Groups Summary**

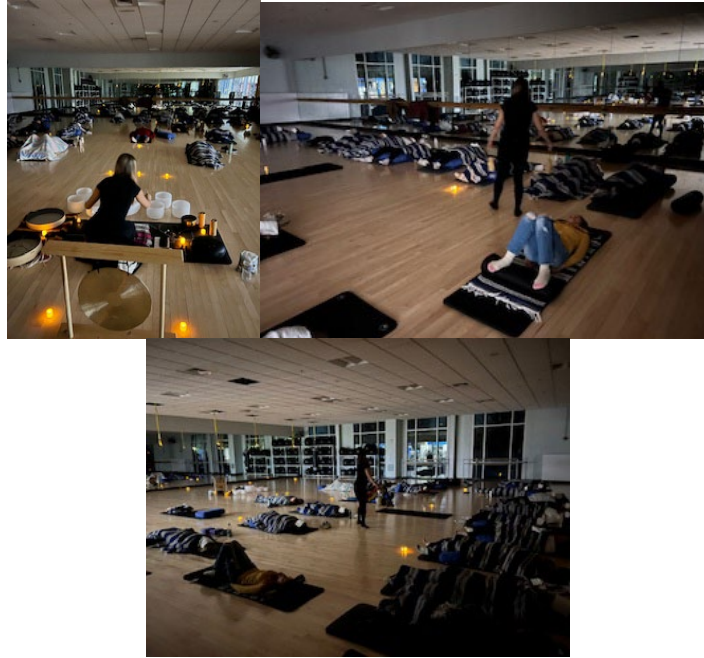
- **0-17:** 134 members (4.19%)
  - **18-29:** 805 members (25.16%)
  - **30-39:** 496 members (15.50%)
  - **40-49:** 461 members (14.41%)
  - **50-59:** 514 members (16.06%)
  - **60-69:** 461 members (14.41%)
  - **70+:** 329 members (10.28%)
- Community Outreach:** The Club, in partnership with Ascension, offered a free Heart Health Screening and Awareness table on February 27 at The Club.



- **Facility Rentals:** Facility rentals continue to be very busy. Open Pickleball Night (Tuesdays) is VERY popular. It is full every session and uses six courts. We will consider a second night next season.
  - 37 volleyball rentals
  - 4 birthday parties
  - 19 pickleball court rentals
  - 3 basketball court rentals
  - 3 soccer rentals
  - 8 pickleball group classes were held in February along with a single day pickleball clinic that filled to capacity a week prior to the event.
  - Windy City Bulls were here practicing 8 days in February
  - 2 overnight lock-ins
  - 2 all court weekend basketball tournaments
  
- **Fitness Team/Operations Team Initiatives:** The Club team had a fun February promoting National Heart Month with a couple of events, as well as “We Love Our Members” month.
  - On February 7, The Club hosted a Paint Party, inviting Pinot’s Palette in to run a painting event. Club members received a \$10.00 off coupon.



- Also on February 7, we promoted “wear red day” where those who wore red were entered into a raffle to win some Club swag.
- On Feb 21 we hosted a Singing Bowls Meditation for our members, inviting a contractor to lead this relaxing and rewarding meditation.



## **TC Ice Operations**

### **Ice Operations**

- Hosted Northwest Hockey League playoffs which spanned over three weeks totaling 17 games
- Hosted 18U NIHL tournament totaling 6 games
- Hosted 8U CUHL playoffs totaling 7 games
- Hosted 13 skating events/parties including PTA skate for Jane Adams, 2 Church groups, Schaumburg House, and HEHS Senior Skate
- Big changes are coming for all of Illinois Youth Hockey this fall with the potential of leagues combining and additional rule adjustments. Staff will continue to monitor and ensure we are in line with all changes and updates.

### **Public Skate**

- 2/16 Valentines Day Public Skate had 170 patrons
- 2/17 President’s day Public Skate had 128 patrons
- St. Patrick Day themed Public Skate on 3/16; proceeds for this event will go to the Friends of HEParks Foundation
- Skate with the Bunny upcoming on 4/6; two time slots available
- (5) Public Skates in February totaling 797 patrons

**Figure Skating**

- The March 16 Championship competition in Evanston got cancelled so we are putting together an in-house exhibition that will feature our competition skaters as well as our three HSA competition teams.
- Ice show registration opened 3/11. We will have 13 group numbers this year as well as two shows, costumes, and a photographer.
- HSA- Performance team performed on 3/8 at the Wolves game. We had 26 skaters ranging from 5 to 16 years old.
- Our high school competition teams competed on 3/9 in Crystal Lake. Our Intermediate team finished 1<sup>st</sup>, Low team 2<sup>nd</sup> and we had 3 skaters compete in individual events where they finished 1<sup>st</sup> and 2<sup>nd</sup> in the Excel Novice division and 1<sup>st</sup> in the Excel Intermediate division.
- Jacquelyn attended a figure skating benefit event on 3/8 in Wilmette where 100% of the proceeds went to the families affected by flight #5342. Our skating community lost 28 athletes, coaches, and parents.

**Hockey**

- Fall 2024-2025 Hockey leagues officially ended on 3/9, and we are full speed ahead into Spring Hockey league season., which will start 3/17 and run through 6/9.
- Fall post-season highlights: Peewee 1, Peewee 2 and Midget took 2<sup>nd</sup> place in NWHL playoff tournament; Peewee 1 finished in first place in regular season.
- Our Wolf Pack coach of the year for the 2024-25 fall hockey season is Dave Goldwater.
- Wolf Pack evaluations are set for the week of 3/17; currently 99 enrolled.
- Wolverines girls are having spring skills and scrimmages clinics 3/10-5/21; currently 45 enrolled.
- Wolverines Tournament Teams will be at the 12U, 14U & 16U age levels.
- The National “Try Hockey Free” event sponsored by USA Hockey was 2/22, we had 30 skaters.
- Wolfpack Prime will be an option for Spring with levels that field more than 2 teams.
- Winter Hockey class session will end 3/22 and spring session will start 4/8.

<b>Winter Hockey Classes</b>	<b>2024</b>	<b>2023</b>
Jr Wolf Pack (Level 1)	72	33
Jr Wolf Pack (Level 2)	48	24
Jr Wolf Pack (Level 3)	26	New Class for 2024

<b>*Spring Hockey Classes</b>	<b>2025</b>	<b>2024</b>
Jr Wolf Pack (Level 1)	17	40
Jr Wolf Pack (Level 2)	9	32
Jr Wolf Pack (Level 3)	9	N/A

\*new classes start 4/8

Spring WP Hockey League Team Counts	2025	2024
8U	1	2
10U	1	1
12U	3	2
14U	2	1
18U	1	1

\*Spring Wolf Pack Prime teams will be selected at later date

Girls Spring Skills Clinic	2025	2024
10U/12U Girls	18	N/A
14U/16U Girls	27	N/A
Wolverines Tournament Teams	2025	2024
12U Girls	1	1
14U Girls	1	N/A
16U Girls	1	1



**MARKETING**

**BRIDGES OF POPLAR CREEK**

- Created marketing collateral for upcoming golf outings, Toptracer Range, and events



- Designed and uploaded new events to Bridges website
- Promoted Spring Toptracer Range leagues

### Email Blasts

- 2-11-25 TP5 and TP5x golf balls from TaylorMade
- 2-12-25 TaylorMade Fitting Experience 3-4-25 and 3-5-25
- 2-14-25 Toptracer Range Spring Leagues
- 2-15-25 TP5 and TP5x golf balls from TaylorMade
- 2-16-25 TaylorMade Fitting Experience 3-4-25 and 3-5-25
- 2-19-25 TTR Spring Leagues, Bfast Bunny, Fish Fry, Golf Events
- 2-20-25 Toptracer Range Reopens Saturday 2-22-25
- 2-21-25 TaylorMade Fitting Experience 3-4-25 and 3-5-25
- 2-22-25 TP5 and TP5x golf balls from TaylorMade
- 2-24-25 TTR Spring Leagues, Bfast Bunny, Fish Fry, Golf Events
- 2-25-25 TP5 and TP5x golf balls from TaylorMade (Last chance)
- 2-26-25 TaylorMade Fitting Experience 3-4-25 and 3-5-25
- 2-27-25 TTR Spring Leagues, Bfast Bunny, Fish Fry, Golf Events
- 2-28-25 TTR Spring Leagues, Bfast Bunny, Fish Fry, Best Ball, March Madness, Golf Events

### THE CLUB

- Created marketing collateral for promotions, pop-up classes, etc.

**PICKLEBALL CLINIC**

In our DRILL programming, you'll have the opportunity to develop intermediate skills and fundamentals of pickleball in a small group setting. Our instructors will run through ways to improve your skills and technique to take your game to the next level. This 90-minute session will be split between skill development, practice, and match play with leveled players.

Prerequisite to join this DRILL session is the completion of a 102 class or 3.0 equivalent experience in gameplay. (This is not for beginners).

**PROGRAM# 210458-A SUNDAY 2-9-25**  
**1:00pm - 2:30pm | 18 - 99 yo | \$30 / \$30**

REGISTER TODAY!

**MEMBER APPRECIATION EVENT**  
**FRIDAY, 2-7-25 6:00 - 8:00 PM**

**FUN, INSTRUCTOR-LED PAINT PARTY!**  
**5 PM: DOORS OPEN - 6 PM: PAINTING BEGINS**  
**COFFEE, COCOA, AND LITE BITES INCLUDED.**

SCAN TO REGISTER

GET \$10 OFF!  
 USE CODE:  
**HEP27**

**FIT FOR FEB POP-UP CLASSES**

**SATURDAY, FEBRUARY 1ST - 11:00 AM - 12:00 PM**  
**CORRECTIVE EXERCISE MOBILITY with James**  
 Experience a foam rolling, targeted activation, and dynamic mobility drills to release tight muscles, strengthen underactive ones, and improve alignment. This class will leave you feeling taller, looser, and ready to move pain-free. The perfect blend of corrective exercise and hands-on movement to hit "reset" on your body!

**MONDAY, FEBRUARY 3RD - 9:30 - 10:20 AM**  
**AQUA BLAST with Bridgett**  
 Get stronger and leaner with little impact on your joints using water resistance, aquatic dumbbells, noodles, steps and more. Come jump, kick and splash your way through this energizing class. Set to music and all fitness levels welcome.

**THURSDAY, FEBRUARY 6TH - 10:00 - 11:15 AM**  
**SLOW FLOW RESTORE with Maria**  
 This class will be a slow paced yoga practice that will gently release tension and stress. We will start off nice and slow, add some strengthening, standing poses and close with a nice restorative practice. All levels are welcome.

**THURSDAY, FEBRUARY 13TH - 10:00 - 11:15 AM**  
**SLOW FLOW RESTORE with Maria**  
 This class will be a slow paced yoga practice that will gently release tension and stress. We will start off nice and slow, add some strengthening, standing poses and close with a nice restorative practice. All levels are welcome.

**FRIDAY, FEBRUARY 21ST - 9:30 - 10:20 AM**  
**AQUA BLAST with Mary**  
 Get stronger and leaner with little impact on your joints using water resistance, aquatic dumbbells, noodles, steps and more. Come jump, kick and splash your way through this energizing class. Set to music and all fitness levels welcome.

**FRIDAY, FEBRUARY 21ST - 6:00 - 7:15 PM**  
**SOUND BATH with Trinity Bednarz Middleton**  
 Gentle and soothing full body yoga, finding proper alignment for crystal bowl sound meditation. Align your chakras with the cosmic drone. Props and eye mask encouraged for support and comfort.

**SATURDAY, FEBRUARY 22ND - 11:00 AM - 12:00 PM**  
**CORRECTIVE EXERCISE MOBILITY with James**  
 Experience foam rolling, targeted activation, and dynamic mobility drills to release tight muscles, strengthen underactive ones, and improve alignment. This class will leave you feeling taller, looser, and ready to move pain-free. The perfect blend of corrective exercise and hands-on movement to hit "reset" on your body!

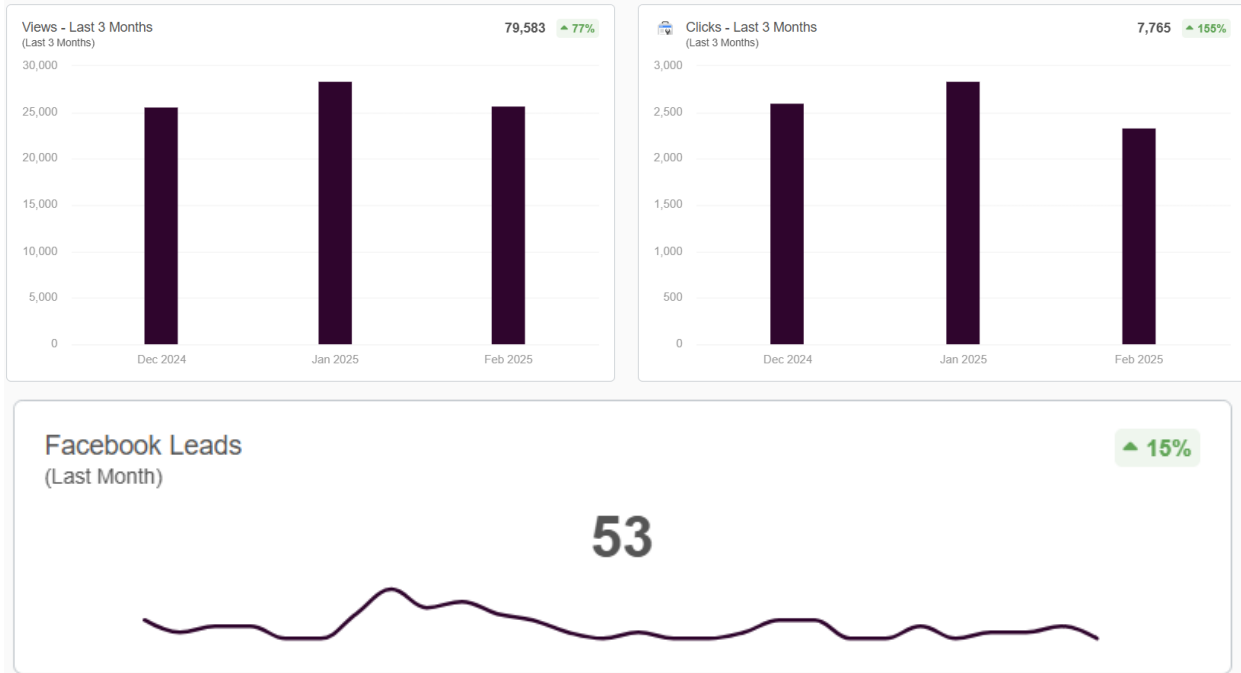
**MONDAY, FEBRUARY 24TH - 9:30 - 10:20 AM**  
**AQUA BLAST with Bridgett**  
 Get stronger and leaner with little impact on your joints using water resistance, aquatic dumbbells, noodles, steps and more. Come jump, kick and splash your way through this energizing class. Set to music and all fitness levels welcome.

**THURSDAY, FEBRUARY 27TH - 10:00 - 10:50 AM**  
**YIN YOGA with Mary**  
 Yin yoga sequence is a series of passive poses that are held at a minimum of 3 to 5 minutes. They are designed to reduce stress and anxiety, improve flexibility, sleep, mental focus and balance.

**WE ♥ OUR MEMBERS!**

- Designed signage and coordinated projects for interior design elements for renovations
- Created business cards for Massage Therapists

- Website & FB statistics:



**Other**

- Reported Park District updates at Hoffman Estates Chamber of Commerce board meeting
- Attended community events to promote park district programs and events

**MARKETING - HEPARKS RECREATION, TC & WRC FITNESS**

**District February C&M Production Metrics**

- 14 Integrated Campaigns: Part 2 TC Fitness Campaign, General Youth Sports Campaign, Youth Soccer Campaign, Refer a Friend Campaign, Youth Basketball Campaign, Adult Basketball League Campaign, Youth Baseball Campaign, VolleyKids Campaign Continued, Summer Hiring Campaign, Fencing Campaign, Pickleball League Campaign, Pickleball Windy City Bulls Campaign Continued, Archery Campaign, and Theater Campaign.
- The C&M department continued developing an annual campaign plan, dedicated time away from production to capture photos at a few programs for our photo library, allotted time as always for social listening, completed internal one-off requests like internal sign request, website edits, foreign language translation and redesign of hiring materials, quarterly employee awards, preparing materials for Kindergarten Carnival, and completing various design tasks for branded items like rec department t-shirts and HEParks promotional item branding.
- Website Redesign Project demanded a large time commitment and included both internal and external communication efforts organizing and evaluating 35 RFPs, in addition to making the selection process more robust by developing questions and receiving detailed written responses from eight agencies selected for proposal presentations.
- 68 C&M production tasks with 76 production sub-tasks

## February Email Performance Metrics

Email Campaign Name	Open Rate	Click Rate	Bounce Rate	Unsubscribe Rate
2-28-25 Targeted Soccer	42.469	0.601	1.43	0.394
TH_Newsletter 2/27/25	31.262	0.736	0.02	0.097
Golf Rose Animal Hospital _2/28/25	38.661	0.609	0	0.609
2/25/25_TU Newsletter	38.414	0.922	0.039	0.074
TH_Newsletter 2/20/25	36.697	1.458	0.047	0.039
2/18/25_TU Newsletter	33.541	0.96	0.074	0.016
TH_Newsletter 2/13/25	36.474	0.598	0.058	0.074
2/11/25_TU Newsletter	38.021	0.943	0.078	0.054
TH_Newsletter 2/6/25	36	0.632	0.05	0.089
2/4/25_TU Newsletter	39.16	1.174	0.058	0.07
<b>10 Email Blasts</b>	<b>36.35</b>	<b>0.92</b>	<b>0.084</b>	<b>0.073</b>







## February Social Media Performance Metrics:

Total social media activity across Facebook, Instagram, LinkedIn, & Twitter = 108 posts, reels, & stories (content volume up by 11.34% from January)

**Facebook:** Reach 24.1k (down 3.6% from January), content interactions 241 (down 17.5%), new followers 30 (down 21.1%), 84.5k Views down a tad from last month -66% from organic (up 20%) + 34% from ads (down 24%)

**Instagram:** Reach: 4.7k (up 293.2% from January), content interactions 136 (up 18.3%), new followers 29 (down 6.5%), 17.4k Views (up 49.9% from January).

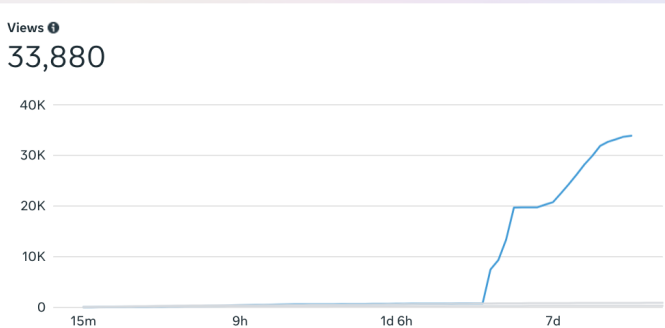
## Top posts in February

Title	Type	Reach
 Post: "🎯 Swing into Fun with HEParks! 🎯" Ad · 📄	Ad	15.1K
 🎯 Swing into Fun with HEParks! 🎯 Batter up! 🌟 ... Hoffman Estates Park District	Post	10.1K
 Post: "⚽ Kick off the fun with Hoffman Estates Yo... Ad · 📄	Ad	7.8K
 Ready for an adventure that will thaw even the c... Photo · Hoffman Estates Park District	Post	7.1K
 ⚽ Kick off the fun with Hoffman Estates Youth So... Hoffman Estates Park District	Post	7K
 Post: "⚽ Kick off the fun with Hoffman Estates Yo... Ad · 📄	Ad	2.7K

## The most popular paid posts in February

### Overview

**Views** 33,880    
 **Reach** 6,973    
 **Interactions** 13    
 **Link clicks** 75



Views 33,880

From followers 44%

From non-followers 56%

From ads 97%

From organic 3%

### Feed preview

**Hoffman Estates Park District**  
Published by Felicia Kranz



February 21 at 10:00 AM

⚽ Kick off the fun with Hoffman Estates Youth Soccer League & Aces Soccer! 🎯

No tryouts—just skill-building, teamwork, and tons of fun! Open to Pre-K - Grade 6, our league helps players grow their game with support from parent volunteers and pro coaches. Kids will develop ball skills, decision-making, and creativity—all while having a blast! 🌟

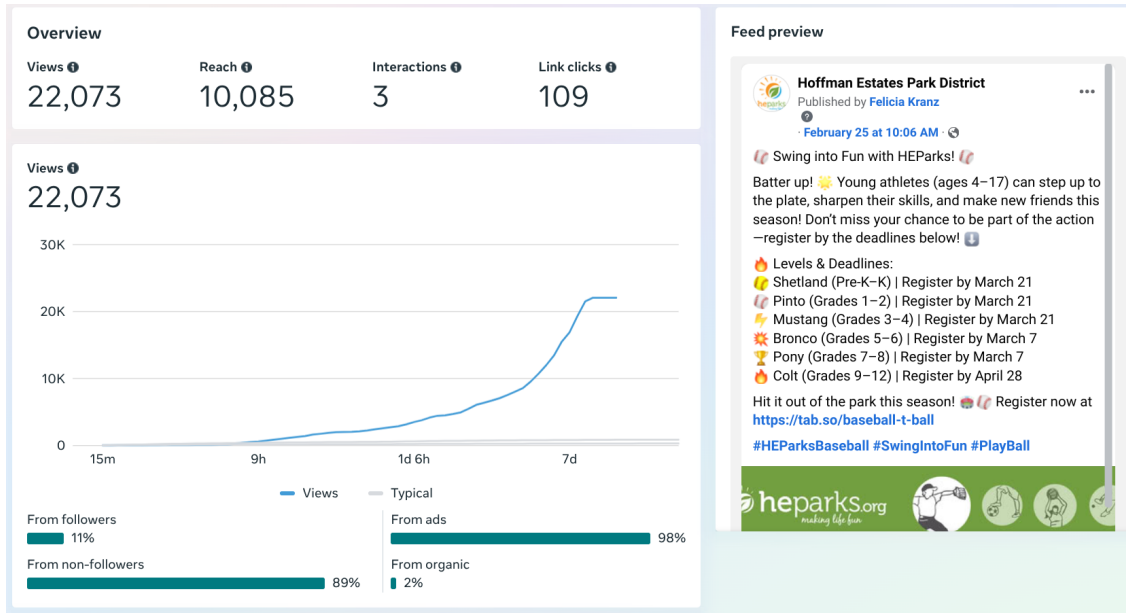
📅 Registration closes: March 10

👁️ See more

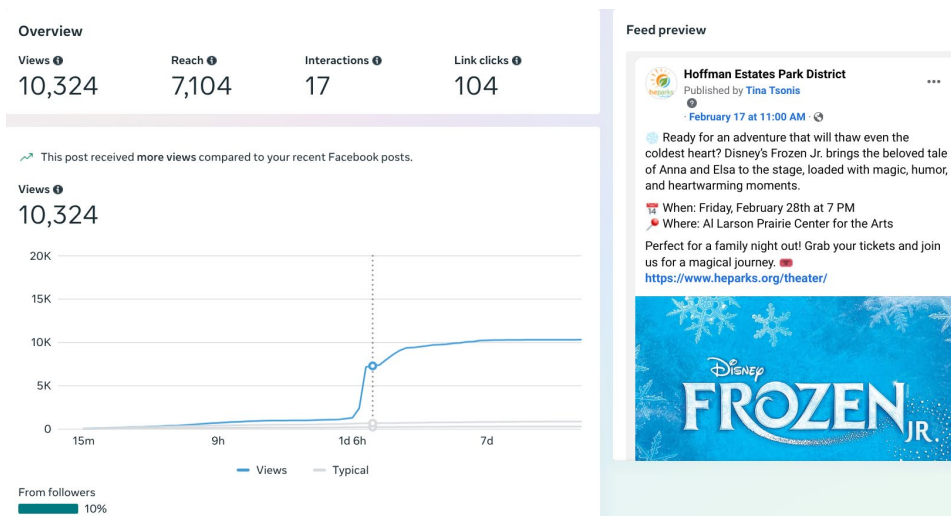



**HOFFMAN ESTATES YOUTH SOCCER LEAGUE**





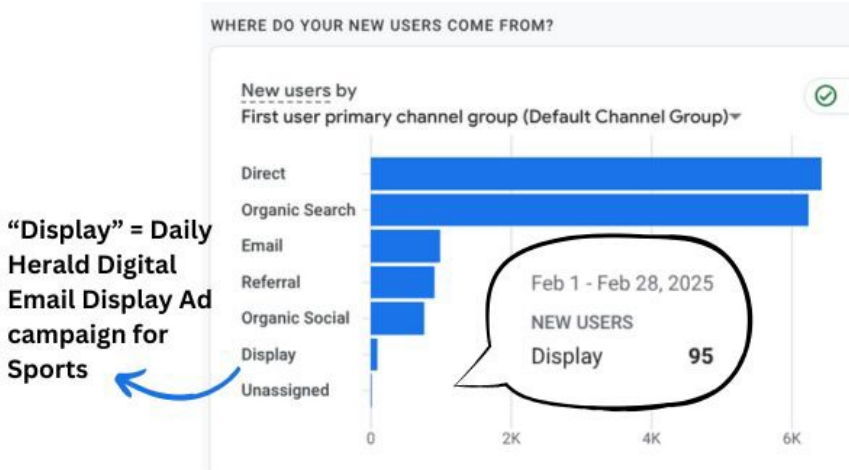
## The most popular organic post in February



## February Website Performance Metrics:

Website Snapshot: 18k users visited the website in the month of February (1k less than last month). 15k were NEW website visitors with an average engagement time of 2 minutes 16 seconds and 51,099 sessions.

## Where do NEW Users Come From?



## Where do ALL users Come From?

<input type="checkbox"/>	Session primary...Channel Group) +	↓ Sessions	Engaged sessions	Engagement rate	Average engagement time per session
<input checked="" type="checkbox"/>	Total	45,506 100% of total	17,861 100% of total	39.25% Avg 0%	52s Avg 0%
<input checked="" type="checkbox"/>	1 Organic Search	21,491	10,398	48.38%	1m 10s
<input checked="" type="checkbox"/>	2 Direct	13,654	3,598	26.35%	33s
<input checked="" type="checkbox"/>	3 Referral	4,879	1,864	38.2%	46s
<input checked="" type="checkbox"/>	4 Email	3,706	1,249	33.7%	39s
<input checked="" type="checkbox"/>	5 Organic Social	1,127	467	41.44%	21s
<input type="checkbox"/>	6 Unassigned	154	5	3.25%	2m 01s
<input type="checkbox"/>	7 Display	95	1	1.05%	0s
<input type="checkbox"/>	8 Paid Social	1	0	0%	0s

## Top Pages:

Page path and screen class	↓ Views	Active users	Views per active user	Average engagement time per active user	Event count All events
Total	117,325 100% of total	17,530 100% of total	6.69 Avg 0%	2m 16s Avg 0%	328,473 100% of total
1 /wbwsc/webtrac.wsc/search.html	30,235	8,217	3.68	1m 56s	89,936
2 /wbwsc/webtrac.wsc/splash.html	22,645	2,649	8.55	22s	46,770
3 / (this is homepage)	9,818	5,119	1.92	31s	32,804
4 /wbwsc/webtrac.wsc/login.html	4,804	1,819	2.64	31s	12,988
5 /wbwsc/webtrac.wsc/iteminfo.html	3,668	2,084	1.76	36s	10,587
6 /wbwsc/webtrac.wsc/addtocart.html	3,367	1,238	2.72	38s	8,965
7 /wbwsc/webtrac.wsc/cart.html	2,786	1,226	2.27	39s	7,305
8 /wbwsc/webtrac.wsc/AddToCart.html	2,471	903	2.74	1m 36s	6,983
9 /wbwsc/webtrac.wsc/SPLASH.html	2,222	1,315	1.69	16s	6,999
10 /general-information/program_guide/	1,696	1,099	1.54	29s	4,381

## Other notable page visits this month

Summer Camp - Hoffman Estates Park District	1,398	883	1.58	17s
/camp	703	522	346	2m 00s
/parks-facilities/triphahn-center	466	379	300	1m 28s
/youth-sports	412	378	334	52s
/ice-arena/public-skate	389	299	197	1m 07s
/wbwsc/webtrac.wsc/subscribe.html	369	330	226	23s

**Terms how we are found on Google Search in February**

Organic Google Search i... ▼ (Y) (✓)  
by Landing page + qu... ▼

LANDING PAGE + Q...	ORGANIC GOO...
/	29K
/event/daddy-daught...	19K
/wp-content/uploads...	13K
/ice-arena/	10K
/general-information...	9.5K
/general-information...	8.9K
/events/	7.5K
-	

Organic Google Search cl... ▼ (Y) (✓)  
by Organic Google Sea...

ORGANIC GOOGLE ...	ORGANIC GOO...
hoffman estates par...	2.2K
heparks	322
hoffman park district	97
triphahn center	80
hoffman estates par...	75
he parks	72
willow recreation cen...	67
-	

**ADMINISTRATION AND FINANCE DIVISION REPORT**

**Motion:**

Forward the March Administration & Finance Report to be included in the March Executive Director’s Report for Board approval.

**Finance and Business Services:**

- Set up Dolphin Derby tickets for Seascapes summer fundraiser
- Set up Soccer Refer a Friend coupon
- Worked on WebTrac link structures for marketing/divisions sending out registration emails
- Reran childcare statements for families who had issues receiving them
- Continued work with desks to inform customers of new changes with RecTrac upgrade
- Entered new sponsorships for upcoming events
- Assisted with STAR option movement and WL registration
- Assisted with Preschool WL/late enrollments
- Sold/Invoiced memorial items once installed by parks department
- Automated/adjusted additional reports out of RecTrac to staff
- Payroll Cycle Processing
  - 01/03/2025 \$325,232.54
  - 01/17/2025 \$296,947.12

- 01/31/2025 \$321,752.70

### **Registration/EFT Billing:**

- EFT Billings for:
  - Sponsorship/Marquee; LSC (weekly); Club/TC/WRC Fitness; Locker; Freestyle; Summer Camp
  - STAR; Preschool; Dance; Hockey; Freestyle
- Administrative
  - Program Fee/Rule Adjustments

### **Technology:**

- Security Cameras Upgrades
  - The Club
    - IT is in the process of configuring a new security camera in the fitness area. To install the new camera, a mounting plate was created by Parks staff. IT will need a lift to get to the location. Will schedule a time to utilize the lift.
    - A renovation of the tennis court area at The Club will require an additional camera on the north side.
      - The network cabling was run by Parks staff and IT installed the new camera labeled Blue Room South View.
  - Bridges of Poplar Creek
    - An additional camera was requested to be installed on the range building that would cover the rear parking lot area. This camera has been received and we will schedule a time to install soon.
- Watchfire Marquee Signs
  - All signs have been updated with the new signage. All work with Vernon & Maz is complete and the final invoice has been processed.
- Microsoft Office/Exchange 365
  - SNI (Sterling Networks Integration) has been performing back-end preparations for migrating District mailboxes to the cloud. There has been a delay due to scheduling conflicts and staff turnover at SNI.
- Triphahn Center – Office Transitions
  - All moves are complete and our new Director of Administrative Services was set up along with our Horticulture Specialist at Parks Maintenance, our three (3) new Facility Managers (TC, WRC, & The Club), and our new Senior Program manager.

### **Human Resources:**

- New Hires: Processed one full-time and 13 part-time new hires
- Rehires: Processed 35 part-time seasonal rehires
- Other:
  - 75 Rate changes were processed
  - 102 Employee records were updated for completed training

## **Weekly Board Updates 2.21.2025**

### **Reminder: Executive Director Review – HEParks**

Just a reminder to Commissioners that there will be an Executive Session at the end of the Board meeting on Tuesday, February 25 for the Executive Director Review. Please send your completed evaluations to Raj Chhatwani no later than Monday.

## **Upcoming Events**

- Feb 28 - Glow Pool Party**
- Feb 28 - Disney's Frozen Jr. Performance**
- Mar 7 - Fish Fry**
- Mar 7 - E-Sports Tournament**
- Mar 9 - Public Skate**
- Mar 12 - Music for the Ages**
- Mar 14 - Fish Fry**
- Mar 15 - Participate in 'Shrek the Musical Jr.'**
- Mar 16 - Public Skate**
- Mar 21 - Fish Fry**
- Mar 22 - Kid's Night Out – E-Sports**
- Mar 28 – Fish Fry**
- April 4 – Fish Fry**
- April 5 – Breakfast with Bunny**

### **Semi-Finals and Championships of the 2025 Windy City Bulls Pickleball Tournament – Sunday, February 23**

Hoffman Estates' own Windy City Bulls, in partnership with HEParks, is hosting its first ever Pickleball tournament this month! The Park District hosted 102 teams last weekend at The Club at Prairie Stone for Pool Play and Quarterfinals. Four teams in each category have advanced to the Semi-Finals, and will play on Sunday, February 23 at the NOW Arena, following the Windy City Bulls basketball game. Come out to watch the Windy City Bulls AND the Pickleball Championships! The basketball game begins at 1:30 with pickleball following the game. For tickets, please use this [link](#).

### **Reminder: 2024 IAPD Legislative Breakfast – Saturday, March 1 – Schaumburg Golf Club**

The Schaumburg Park District will be hosting this year's IAPD Legislative Breakfast on Saturday, March 1, beginning at 8:00 a.m. at the Schaumburg Golf Club. Several of our local legislators will be in attendance to review the latest legislation. The following Commissioners are scheduled to attend: Marc, Pat, Linda and Raj.

### **Breakfast with Bunny – Bridges of Poplar Creek – Saturday, April 5 – Reservations Now Open**

Join HEParks and the Easter Bunny for breakfast on Saturday, April 5 at Bridges of Poplar Creek. Seatings are available at 8:30 a.m. and 11:00 a.m. Adults are \$28.95; Children 4-12 are \$17.95 (3 and under are free). Reservations can be made by calling Jennifer Fuller at 847-781-3658. Bring your camera for photos!

Have a great weekend!

Craig

## **Park District Updates 2.28.2025**

### **Upcoming Events**

- Feb 28 - Glow Pool Party**
- Feb 28 - Disney's Frozen Jr. Performance**
- Mar 2 - Public Skate**
- Mar 7 - Fish Fry**
- Mar 7 - E-Sports Tournament**
- Mar 9 - Public Skate**
- Mar 12 - Music for the Ages**
- Mar 14 - Fish Fry**
- Mar 15 - Participate in 'Shrek the Musical Jr.'**
- Mar 16 - Public Skate**
- Mar 16 - St. Patrick's Day Public Skate**
- Mar 21 - Fish Fry**
- Mar 28 - Fish Fry**
- April 4 - Fish Fry**
- April 5 - Breakfast with Bunny**

### **Craig Talsma out of the Office Next Week – March 3-7**

Craig will be out of the office next week. If you have any questions or concerns during that time, please reach out to Brian Bechtold, [bbechtold@heparks.org](mailto:bbechtold@heparks.org).

### **Reminder: Executive Director Review moved to March**

With the absence of three Commissioners at this week's Board meeting, the Executive Director review has been moved to the March meeting.

### **Reminder: 2024 IAPD Legislative Breakfast – TOMORROW - Saturday, March 1 – Schaumburg Golf Club**

The Schaumburg Park District will be hosting this year's IAPD Legislative Breakfast on Saturday, March 1, beginning at 8:00 a.m. at the Schaumburg Golf Club. Several of our local legislators

will be in attendance to review the latest legislation. The following Commissioners are scheduled to attend: Marc, Pat, and Linda. Brian Bechtold will also be attending.

**Breakfast with Bunny – Bridges of Poplar Creek – Saturday, April 5 – Reservations Now Open**

Join HEParks and the Easter Bunny for breakfast on Saturday, April 5 at Bridges of Poplar Creek. Seatings are available at 8:30 a.m. and 11:00 a.m. Adults are \$28.95; Children 4-12 are \$17.95 (3 and under are free). Reservations can be made by calling Jennifer Fuller at 847-781-3658. Bring your camera for photos!

**HEChamber’s 2025 Bon Appetit Food and Drink Festival – Thursday, April 24 – Bell Works**

Come out to Bell Works on Thursday, April 24, 5:00-7:30 p.m. for the Chamber’s annual Bon Appetit Food and Drink Festival. Approximately 20 area restaurants are already planning to offer samples of some of their best menu items, including some vegetarian, vegan and gluten free options. A cash bar will be available, and raffle tickets will be sold to take a chance on some terrific prize baskets. Click [here](#) to register (\$35 in advance, \$40 at the door). If any commissioners would like to attend, please let Cindy know.

**IAPD Legislative Conference and Reception – Springfield, IL – April 29 and 30**

The annual Legislative Conference, hosted by IAPD, will take place in Springfield on April 29 and 30. The Reception will take place at the Illini Country Club on Tuesday, April 29, with the Conference the following day at the Crowne Plaza Hotel. If any Commissioners are interested in attending, please let Cindy know ASAP to RSVP and to make hotel arrangements. This program is designed to provide commissioners, directors and professionals with up-to-date information on IAPD’s Legislative Advocacy Program and all pending legislation affecting IAPD’s membership. Tools will be provided to aid commissioners and directors in communicating with their local legislators.

Have a great weekend!

Craig

**Park District Updates 3.7.2025**

**Upcoming Events**

**Mar 9 - Public Skate**

**Mar 12 - Music for the Ages**

**Mar 14 - Fish Fry – Live Music**

**Mar 15 - Participate in ‘Shrek the Musical Jr.’**

**Mar 16 - Public Skate**

**Mar 16 - St. Patrick’s Day Public Skate**

**Mar 21 - Fish Fry**



**Mar 28 – Fish Fry**

**April 4 – Fish Fry**

**April 5 – Breakfast with Bunny**

**Friday Fish Fry is Back at Bridges of Poplar Creek!**

Join us every Friday through April 18 for the fan favorite Friday Fish Fry at the Tap Inn Grill at Bridges of Poplar Creek. Dine in or carry-out is available from 4:30 to 9:00 p.m. (to-go order must be placed by 8:30 p.m.). The full menu for the Fish Fry can be found at this [link](#) (burgers, chicken and kids meals also available). Live music by Brian Castillo will be featured next Friday, March 14 (5-8pm). Brian is an acoustic guitarist who performs hits from the 60s, 70s and 80s.

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Craig

## **Park District Updates 3.14.2025**

### **Upcoming Events**

- Mar 14 - 50+ Club - St. Paddy's Luncheon**
- Mar 14 - Fish Fry: Live Music with Brian Castillo**
- Mar 15 - Participate in 'Shrek the Musical Jr.'**
- Mar 16 - Public Skate**
- Mar 16 - St. Patrick's Day Public Skate**
- Mar 21 - Fish Fry**
- Mar 26 - 14th Annual Community Job Fair**
- Mar 28 - Fish Fry**
- Mar 29 - Toptracer Range: Sensory Sensitive Event**
- Mar 29 - Toptracer Range: Family Day**
- Apr 4 - Fish Fry**
- Apr 5 - Breakfast with Bunny**
- Apr 11 - Fish Fry: Live Music with Ivy Noemi**

### **Daily Herald Article Highlighting some HEParks Spring Events**

HEParks was on colorful display in the March 9 Daily Herald Spring magazine! See the attached article for a list and description of some of our upcoming events.

### **Friday Fish Fry is Back at Bridges of Poplar Creek!**

Join us every Friday through April 18 for the fan favorite Friday Fish Fry at the Tap Inn Grill at Bridges of Poplar Creek. Dine in or carry-out is available from 4:30 to 9:00 p.m. (to-go order must be placed by 8:30 p.m.). The full menu for the Fish Fry can be found at this [link](#) (burgers, chicken and kids meals also available). Live music by Brian Castillo will be featured next Friday, March 14 (5-8pm). Brian is an acoustic guitarist who performs hits from the 60s, 70s and 80s.

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### **IAPD 2025 Summer Golf Tour**

This summer, the IAPD Golf Tour will make stops at **Bridges of Poplar Creek in Hoffman Estates (Monday, July 14)**, **Prairie View Golf Course in Byron (Monday, August 18)** and **Glenview Park Golf Club in Glenview (Monday, September 29)**. HEParks will enter a foursome in each of the three events. Each outing begins with registration and warm-ups at 11:00 a.m. (lunch is on your own), with a 12:00 shotgun start, followed by dinner, awards and raffles 4:30-6:00 p.m. Commissioners, please let Cindy know if you are interested in participating in one or more events.

Have a great weekend!

Craig

commitment to bringing world-class performances to our community."

"The Mikado" is revered as one of the most popular pieces of musical theater of all time, blending sharp satire, witty lyrics, delightful music, and

Titipu. At the start, audiences embark on a fantastic voyage where timeless libretto, memorable music and classic characters await. There are the three little maids from school, a wandering minstrel, a hilariously corrupt

thwarted love, until the arrival of a fearsome noble woman claiming the minstrel as her "perjured lover," and later of The Mikado himself, with his list of punishments to fit the crime. A series of humorous misunderstandings

hold a five-day residency at ECC, featuring the creation of a sand mandala and a series of lectures and performances. Reserve your seats at [eccartscenter.org](http://eccartscenter.org) or call the ECC Box Office at (847) 622-0300.

## Discover the magic of spring with Hoffman Estates Park District

ADVERTISER GENERATED CONTENT  
Submitted by Hoffman Estates Park District

Experience the magic of spring at Hoffman Estates Park District! We are thrilled to offer a lineup of community-focused and family-friendly events from St. Patrick's Day through summer.

Start the season off with a chill at our St. Patrick's Day Skate on March 16 at 11:30 a.m. at the Triphahn Center and Ice Arena. Celebrate with festive music, delicious treats, and fun on the ice. Skaters of all skill levels are invited to join and maybe even find the luck of the Irish!

The excitement continues on March 15 with auditions for "Shrek The Musical Jr." at HOTT Hands-On Theater Training. We encourage aspiring actors of all experience levels to audition, as every participant will be cast in



this beloved musical.

Don't miss our Easter Egg Hunt Extravaganza on April 19 across three parks, where kids can hunt for colorful



eggs filled with treats and surprises. Keep an eye out for the special golden eggs for an added thrill!

On May 3, from 10 a.m. to 2 p.m., join us at Fabbrini Park for Family Kite Day. This free event is perfect for families to enjoy a breezy afternoon together. Bring your kites and let your spirits soar!

Find treasures at our Community Garage Sale on May 10 from 9 a.m. to 2 p.m. at Seascap. It's a fantastic opportunity to discover unique items and connect with your neighbors.

Cap off the season at the Dolphin Derby on June 21 at 10 a.m. at Seascap. Support the Friends of HEParks Foundation by entering this thrilling race, helping to keep our programs accessible and enjoyable.

Visit [heparks.org](http://heparks.org) for more details and to register. Come and enjoy the vibrant spring season at Hoffman Estates Park District!

**St. Patrick's Day Ice Skating**  
**March 16**

**Shrek The Musical Jr. Auditions**  
**March 15**

**Easter Egg Hunt Extravaganza**  
**April 19**

**Family Kite Day**  
**May 3**

**Community Garage Sale**  
**May 10**

**Dolphin Derby at Seascap**  
**June 21**

**REGISTER at [heparks.org](http://heparks.org)**

**MEMORANDUM NO. M25-030**

**TO:** A&F Committee  
**FROM:** Craig Talsma, Executive Director  
Nicole Hopkins, Director of Finance & Administration  
**RE:** Surplus Ordinance O25-002  
**DATE:** March 25, 2025

---

**Motion**

Recommend to the full board the approval the attached Ordinance O25-002 an “Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District”.

**Background**

Through inventory of the Park District’s property, staff has determined that certain items are no longer of value or use to the District and that because of the age and condition of the property, cannot be utilized for any of the Park District’s current needs or operations and is thereby considered surplus property and the property’s sale, trade-in, or disposal would best serve the District.

**Rationale**

By law and Board policy, it is required that an Ordinance be approved by at least three-fifths of the Park Board. Staff is seeking to dispose of, trade-in, or sell the items listed in the attached document.

**ORDINANCE NO. O25-002**  
**AN ORDINANCE AUTHORIZING THE DISPOSAL, SALE OR TRADE-IN**  
**OF SURPLUS PROPERTY OWNED BY THE**  
**HOFFMAN ESTATES PARK DISTRICT**

**WHEREAS**, the Hoffman Estates Park District is the owner of used certain equipment as specified purchased several years ago for a specific and limited purpose and,

**WHEREAS**, at least three-fifths (3/5) of the Board of Commissioners of the Hoffman Estates Park District finds that the said property is no longer necessary, useful to, or in the best interest of the Park District to maintain this property and is thereby considered as surplus personal property, and

**WHEREAS**, the Park District wishes to dispose of, trade, or sell said surplus property.

**NOW, THEREFORE**, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, as detailed in the attached document.

SECTION 1: That pursuant to the authority granted to the Park District under 70 ILCS 1205/8-22 and the findings of the Board of Commissioners of the Hoffman Estates Park District as set forth in the preamble of this Ordinance incorporated herein as part of this Ordinance, the Hoffman Estates Park District is hereby authorized to sell, trade-in, dispose or convey the used equipment listed in Exhibit A (attached), in any manner designated by the Board, with or without due advertising.

SECTION 2: That the Board of Commissioners shall designate the Executive Director to sell, trade-in, dispose or convey said used equipment.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

**Exhibit A**  
**Maintenance and The Club Surplus Equipment - March 2025**

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	<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>VIN #</b>	<b>Reason</b>	<b>Mileage</b>	<b>Value</b>	
	2014	Toro	4000	N/A	Reached Useful Life		\$8,250.00	Trade-In
	2014	Toro	Z Master	N/A	Reached Useful Life		\$1,500.00	Trade-In
	2014	Toro	Z Master	N/A	Reached Useful Life		\$1,500.00	Trade-In
	2014	Toro	Workman HDX Auto	N/A	Reached Useful Life		\$6,175.00	Trade-In
499	2003	Ford	Explorer	1FMZU72EXYZB68664	Reached Useful Life	153,952	\$500.00	
512	2002	GMC	Sierra 2500 Pickup Truck	1GTHK24U42Z333158	Reached Useful Life	90,199	\$500.00	
519	2000	Dodge	Ram 2500 Pickup Truck	3B7KC26Z61M276022	Reached Useful Life	113,781	\$500.00	
594	2010	Broyhill	Stadium Weed Sprayer	M3414-GEXL-H	Reached Useful Life		\$50.00	
		Ryan	Seeder	OMC 24152	Reached Useful Life		\$50.00	
	1994	Western	Unimount Plow		Reached Useful Life		\$50.00	
		StarTrac	Spinner NXT Indoor Bike		Reached Useful Life		\$100.00	
		Life Fitness	IC2 Indoor Bikes (16)	N/A	Reached Useful Life		\$100 each	Trade-In