

MINUTES
ADMINISTRATION & FINANCE COMMITTEE
April 22, 2025

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration and Finance Committee was held on April 22, 2025, at 7:11 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Kaplan, Comm Reps Harner, Musial, Wilson, and Winner

Absent: Comm Rep Pilafas

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Finance & IT Hopkins, Director of Administrative Services Rivas, Director of Recreation Sweeney, Executive Assistant Flynn, Superintendent of IT Agudelo

Audience: President Chhatwani, Commissioners Friedman, Evans, Dressler, and MacGregor; Comm Rep Dowling, John Guiney

2. Approval of Agenda:

Commissioner Kaplan made a motion, seconded by Comm Rep Harner to approve the agenda as presented. The motion carried by voice vote.

3. Approval of the Minutes:

Comm Rep Wilson made a motion, seconded by Comm Rep Winner to approve the minutes of the March 25, 2025 meeting as amended. The motion carried by voice vote.

4. Comments from the Audience:

John Guiney mentioned that the park sign at Essex Park is difficult to see. Executive Director Talsma said that we will get it cleaned up and noticeable.

5. Old Business:

None

6. New Business:

A. Organizational Chart / M25-046

Comm Rep Harner made a motion, seconded by Commissioner Kaplan to recommend to the full board the approval of the updated organizational chart.

Executive Director Talsma stated that as part of the accreditation process, we need to have our organizational chart updated. New positions have been added since the beginning of the year, so staff wanted to get formal board approval.

The motion carried by voice vote.

B. Comcast Agreement / M25-042

Comm Rep Winner made a motion, seconded by Comm Rep Harner to recommend to the full board to enter a two-year contract renewal with comcast to provide the District with the outlined fiber network infrastructure for a monthly cost of \$6,745.70.

Executive Director Talsma said that this new contract will result in monthly savings.

Commissioner McGinn asked when Comcast created the SLED team. Superintendent Agudelo responded that they formed the government team in the middle of our old contract, but we could not implement the savings until it was time for our contract renewal.

The motion carried by voice vote.

C. Garibaldi's Agreement / M25-041

Comm Rep Harner made a motion, seconded by Comm Rep Wilson to recommend to the full board the approval of the Garibaldi's licensing agreement, which will be in effect from May 1, 2025 to April 30, 2028, and will exclude the Triphahn Center and hockey references.

Executive Director Talsma stated that this agreement includes the operation at Seascape for the summer seasons and 8 to 10 tournaments at Cannon Crossings.

The motion carried by voice vote.

D. Naming of Park / M25-044

Comm Rep Winner made a motion, seconded by Commissioner Kaplan to approve naming the new park located on Moon Lake Drive the "Fred Crespo Park."

There was a discussion about naming the park, followed by a motion by Commissioner Kaplan to not act on the motion, and seconded by Comm Rep Musial. The motion carried and the original motion was rescinded. No action was taken.

E. Administration, Finance & IT Report, and 1st Quarter 2025 Goals / M25-043

Comm Rep Winner made a motion, seconded by Comm Rep Wilson to recommend to the full board to include the April Administration, Finance & IT Report and 1st Quarter 2025 Goals in the April Executive Director's Report.

Comm Rep Musial asked about the order of billing for memorial items. Director Hopkins stated that the person who does billing does so when she is told and was not aware that it was now before installation.

Commissioner McGinn asked if the hardware from E-Sports was being used. Executive Director Talsma said that we are reusing all of the computers, and the large television is being held as a backup at The Club.

Commissioner Friedman asked if Spotify Business is costing more, and what system did we use previously at Seascap? Deputy Director Bechtold said that we were using Pandora, but some song lyrics weren't being filtered, and Spotify allows you to create custom playlists.

The motion carried by voice vote.

F. Open and Paid Invoice Register: \$823,421.52:

Commissioner Kaplan made a motion, seconded by Comm Rep Harner to recommend the Board approve the Open and Paid Invoice Register as presented.

Comm Rep Musial asked about a ComEd payment for South Ridge. Executive Director Talsma said that we have a secondary maintenance shed at this location, and this is likely the reason for the higher payment than other parks in March.

The motion carried by voice vote.

G. District Wide Operations Statement, Revenue and Expenditure Report, and Financial Statement Analysis

Commissioner Kaplan made a motion, seconded by Comm Rep Harner to recommend the Board approve the District Wide Operations Statement, the Revenue and Expenditure Report, and the Financial Statement Analysis as presented.

The motion carried by voice vote.

7. **Committee Member Comments:**

Executive Director Talsma introduced Jennifer Sweeney, the new Director of Recreation.

Comm Rep Harner said he had the pleasure of receiving help from HEParks, as he woke last week to a 60-foot tree in his back yard. The park district staff saw that it had been hit by lightning several times, so they removed it. He appreciated the quick response.

Comm Rep Wilson said that several people have asked about garden plots. Executive Director Talsma said that garden plots are run by the village, but he can talk to them to see if they can add more, as the ones near Chino park were removed when the new fire station went in.

Commissioner McGinn thanked the community representatives for their involvement.

8. Adjournment:

Comm Rep Winner made a motion, seconded by Comm Rep Wilson to adjourn the meeting at 7:57 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

We received the following questions regarding information in the A&F packet for tonight's meeting:

Garibaldi's License Agreement – The memorandum mentions Seascape and Cannon Crossings. The License agreement itself has mentions of Triphahn Center and hockey in several parts of it but not all. Is this the old agreement that references to Triphahn Center and hockey should have been removed from or will Garibaldis be providing concessions at Triphahn Center for hockey tournaments and the agreement needs to be revised in all sections to include?

Yes, this verbiage was from the previous contract. It has been amended.

Memorandum M25-043

One of the items under Finance/Administration says Sold/invoiced memorial items once installed by Parks dept. I thought at our meeting last month indication was made that these are now invoiced and monies collected before installation.

Yes, the current process is that we bill for the memorial items prior to being installed by the Parks dept.