

**MINUTES**  
**RECREATION & FACILITIES COMMITTEE MEETING**  
**April 15, 2025**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on April 15, 2025, at 7:28 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman MacGregor, Commissioner Dressler, Comm Reps Beranek, Bettencourt, and Henderson

Absent: Comm Reps Kulkarni and Ostermeyer

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Parks, Planning & Maintenance Hugen, Director of Recreation Sweeney, Executive Assistant Flynn, IT Specialist Hassler

Audience: President Chhatwani, Commissioners Evans, Kaplan (phone), McGinn, and Friedman

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Henderson made a motion, seconded by Comm Rep Bettencourt, to approve the minutes of the March 18, 2025, meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. Website Redesign RFP Selection / M25-036

Commissioner Dressler made a motion, seconded by Comm Rep Henderson to recommend to the full board the approval of Prolific Digital to complete our website redesign project for a total of \$105,699, plus a 10% contingency for a total of \$116,629.

Deputy Director Bechtold highlighted the following:

- The search committee was comprised of 8 staff members who reviewed 36 submissions to our RFP.
- Eight companies were selected to give presentations, and these were narrowed down to four, who then gave a more in-depth presentation with requirements.
- The most important requirement was to integrate with Rec Trac.
- One firm, Prolific Digital, was most impressive by far. They proved the ability to integrate and search from multiple sources within our site.
- All references for Prolific Digital were very positive.

Commissioner McGinn said the memo was very well done.

Commissioner MacGregor was glad the focus was on making RecTrac easier to use.

Commissioner Dressler asked what the timeframe is for completion. Deputy Director Bechtold said it would be a minimum of six months, but the goal is by the end of 2025.

Comm Rep Henderson asked if the new site would be mobile friendly. Deputy Director Bechtold said that yes, this was another requirement.

Comm Rep Bettencourt said it is great that it can be integrated with AI.

Commissioner McGinn asked if they have worked with other park districts. Deputy Director Bechtold said that we are the first, but they have worked with universities.

The motion carried by voice vote.

**B. Recreation Board Report and 1Q2025 Goals / M25-034**

Comm Rep Bettencourt made a motion, seconded by Commissioner Dressler, to forward the Recreation Board Report and 1Q2025 Goals to be included in the April Executive Director's Report.

Executive Director Talsma stated that the Recreation department is transitioning from Karrie Miletic to Jennifer Sweeney as Director. We are excited about having talented key staff here at the district, and for having the new evening facility managers and registrars.

Commissioner Friedman asked about the plans to have someone at the North Side front desk. Executive Director Talsma said that staff have been discussing facility hours and desk coverage needs and will have a plan set soon.

The motion carried by voice vote.

**C. Facilities and Marketing Board Report and 1Q2025 Goals / M25-035**

Comm Rep Henderson made a motion, seconded by Commissioner Bettencourt, to forward the Facilities & Marketing April Board Report to be included in the April Executive Director's Report.

Deputy Director Bechtold noted that there is one more week for the Fish Fry at Bridges, and that Director Huguenot and his staff have been working hard on the golf course this week.

Executive Director Talsma said that we are potentially looking at hiring a full-time Superintendent of Golf.

The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Henderson asked what happened to Chino Park. Executive Director Talsma said that is where the new fire department was built. This was village property; we are trying to convince them to keep up with community gardens. Director Huguenot added that there will still be green space and a sled hill.

Commissioner McGinn asked if there has been any update at Sycamore. Director Huguenot said they have dug a drainage vault. Most of the dirt will be moved back over the vault when complete. Remaining dirt will be spread around the back edge of the baseball field and into the north end of the football field. The larger baseball field will have a 200' home run fence. It will likely be late June before they turn the project back over to us. The goal is to have everything finished by August 16.

Commissioner Dressler said she is honored to serve another four years. Executive Director Talsma said congratulations to the five elected officials.

Comm Rep Bettencourt said there is a lot of glass to be cleaned up in Olmstead Park.

Commissioner MacGregor said he is happy to be an elected Commissioner, and congratulations to the others. He was in Houston last week and went to a number of parks. The parks in this area are much nicer.

**8. Adjournment:**

Comm Rep Beranek made a motion, seconded by Comm Rep Henderson to adjourn the meeting at 7:50 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant