

**AGENDA**  
**RECREATION & FACILITIES COMMITTEE MEETING**  
**TUESDAY, AUGUST 19, 2025**  
**7:15 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA  
*Motion to approve the agenda as presented.*
3. APPROVAL OF COMMITTEE MINUTES
  - June 17, 2025  
*Motion to approve the minutes from June 17, 2025 as presented.*
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Chicago Junior Hockey License Agreement
  - B. School District 15 STAR and Camp/Maintenance Agreements / M25-080  
*Motion to recommend to the full board the approval of the attached intergovernmental agreement with School District 15 for July 1, 2025 – June 30, 2026 for the STAR Before & After Care program.*  
*AND*  
*Motion to recommend to the full board the approval of the attached intergovernmental agreement with School District 15 for September 1, 2025 – August 31, 2026 for facility usage in exchange for mowing and lawn maintenance services provided by HEParks staff.*
  - C. Recreation Board Report / M25-074  
*Motion to recommend the August Recreation Board Report be included in the August Executive Director's Report.*
  - D. Facilities and Marketing Board Report / M25-075  
*Motion to recommend the June Facilities and Marketing Board Report be included in the June Executive Director's Report.*
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT  
*Motion to adjourn the meeting.*

**\*NOTE\* - We will not have a September Rec & Facilities meeting due to the NRPA Conference. The September Board meeting will be moved to Tuesday, September 30 due to Rosh Hashanah. The next Rec & Facilities meeting will be Tuesday, October 21.**

**MINUTES**  
**RECREATION & FACILITIES COMMITTEE MEETING**  
**June 17, 2025**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on June 17, 2025, at 7:19 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent:

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

Audience: President Friedman, Commissioners Evans, Kaplan, McGinn, and Chhatwani, Comm Rep Dowling, Lizzie Beranek, Bill Kratochvil

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Commissioner MacGregor made a motion, seconded by Comm Rep Bettencourt, to approve the minutes of the May 20, 2025, meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

Executive Director Talsma recognized Comm Reps Henderson and Bettencourt for their 10 years of service as Community Representatives.

Comm Rep Dowling said that The Club has some great new additions this month for yoga.

**5. Old Business:**

None

**6. New Business:**

**A. Fitness Equipment & Flooring Purchase for Willow Renovation / M25-059**

Comm Rep Henderson made a motion, seconded by Comm Rep Bettencourt to recommend to the full board the approval of the purchase of fitness equipment for a total cost of \$75,085 from Direct Fitness Solutions through the Sourcewell Contract #05234PCR, and the purchase of sports flooring and turf for a total of \$10,695.61 from Direct Fitness Solutions through the OMNIA Contract #08-18, for a grand total of \$85,780.61.

Deputy Director Bechtold explained that this is part of the Willow Rec Center renovation, to outfit the racquetball court area that is being converted to a weight room; as well as the current fitness center, and flooring in both areas. The material will match the Triphahn Center and Club fitness centers.

Commissioner Evans asked if we are adding windows. Director Hugen said there will be two windows (4'x8') in the new weight room area, and a new door will be a storefront door with windows on the sides. Commissioner Evans asked if there would be windows between the other courts, and Director Hugen said no, because the other two racquetball courts are remaining as is.

Commissioner McGinn asked what the timeline is for this project. Director Hugen said they will begin August 18.

The motion carried by voice vote.

**B. Recreation Board Report / M25-060**

Comm Rep Bettencourt made a motion, seconded by Comm Rep Henderson, to forward the Recreation Board Report to be included in the June Executive Director's Report.

Director Sweeney highlighted the following information from the Rec division:

- Camps started on June 2; District 15 is now out of school, so we are fully up and running.
- The Spring Dance Recital was well-attended.
- Seascape was audited through Starguard and received four stars (five is max).
- The 4<sup>th</sup> of July Parade is coming up. Staff will be attending with candy.

Commissioner Evans asked if any season passholders say anything about missing days due to weather. Director Sweeney said no, and that passes are still selling at this point.

Bill Kratochvil asked about flag football and if we were using referees. Director Sweeney said this program is run through Overtime Athletics and they provide the referees.

The motion carried by voice vote.

C. Facilities and Marketing Board Report / M25-061

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

Deputy Director Bechtold highlighted the following:

- The first live music event of the season at the Bridges Beer Garden brought in more than 150 guests.
- The golf course has been busy as the weather improves.
- The first Yappy Hour event will be June 28.
- The Club is up by 242 members on the year; the referral program is strong with 34 new members from referrals; The United Healthcare members are staying active.
- The figure skating show was two weeks ago – over 750 people attended;
- The Wolverines girls hockey tryouts are coming soon; they will potentially have three teams this year.
- Hockey classes are up in numbers compared to last year.
- The marketing report now has a good synopsis of their activity for the month, instead of so many charts with data.

Executive Director Talsma noted that the Friends of HEParks Days Dolphin Derby would be Saturday, June 21. The recent golf day raised over \$5,200, and the Rotary Club of Schaumburg-Hoffman Estates donated \$4,000 to the Foundation.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Bettencourt said it's been a great ten years.

Comm Rep Henderson said she came in through the main door at TC, and the staff were all very pleasant, which goes back to training.

Commissioner MacGregor thanked Comm Reps Bettencourt and Henderson for their 10 years of service; he is looking forward to the parade next month, and is glad the weather is warming up.

Comm Rep Kulkarni thanked staff for their work and said he is looking forward to fall.

Chairman Dressler thanked HEParks for being a big sponsor of the fishing derby. She added that you don't know how many people are there until you look at the entire lake. She is looking forward to the Dolphin Derby.

8. **Adjournment:**

Comm Rep Bettencourt made a motion, seconded by Comm Rep Henderson to adjourn the meeting at 7:33 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

**MEMORANDUM NO. M25-081**

**To: Recreation & Facilities Committee**  
**From: Craig Talsma Executive Director**  
**Brian Bechtold, Deputy Director**  
**Date: August 19, 2025**  
**Re: Chicago Junior Hockey License Agreement**

Please see the attached executed license agreement between the Hoffman Estates Park District and the Chicago Junior Hockey program for the use of the Triphahn Center Ice and Locker Room facilities.

Prior to execution and delivery of the agreement, Executive Director Craig Talsma received approval from the majority of the board.

**LICENSE AGREEMENT  
BETWEEN THE HOFFMAN ESTATES PARK DISTRICT  
AND  
CHICAGO JUNIOR HOCKEY**

This LICENSE AGREEMENT (“License” or “Agreement”) is made this 11<sup>th</sup> day of August 11, 2025, by and between HOFFMAN ESTATES PARK DISTRICT, a municipal corporation organized pursuant to the Illinois Park District Code (“Park District”), and Chicago Junior Hockey (“CJH”). The Park District and CJH may be collectively referred to herein as “Parties” and individually as a “Party.”

**SECTION 1. Background.**

- A. The Park District owns and controls various parks within its jurisdiction, including a building known as the Triphahn Center Ice Arena, 1685 W. Higgins Road, Hoffman Estates, Illinois (the “Facility”); and
- B. CJH is a community organization supporting the sport of junior hockey in the greater Chicagoland area; and
- C. The Park District and CJH desire to cooperate for the purpose of CJH leasing from the Park District, on the terms and conditions set forth herein, an indoor ice arena at the Facility.

NOW, THEREFORE, in consideration for the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Park District and CJH hereby agree as follows

**SECTION 2. License.** The Park District hereby grants to CJH, and CJH accepts from the Park District, a license to use the Licensed Premises (as defined in Section 4), as described herein, during the periods set forth in this Agreement. The grant of this License shall be subject to the terms and conditions of this License Agreement.

**SECTION 3. License Term.**

A. This License shall be for a term (“Original Term”) beginning on August 11, 2025 (the “Commencement Date”) and ending on June 30, 2026.

B. Following the Original Term, the term of this License will be renewed for one successive one (1) year term commencing on July 1, 2026 and ending on June 30, 2027 (a “Renewal Term”), unless CJH gives notice of intent not to renew not less than 3 month before the expiration of the Original Term. The “Term” shall consist of the Original Term and the Renewal Term, if any, prior to the termination of this Agreement.

**SECTION 4. Licensed Premises.** The Licensed Premises shall consist of those portions of the Facility designed as a locker/clubhouse area, including the hot tub, dry sauna, wet sauna, HydroWorx hydrotherapy pool and related equipment (collectively, the “Installed Equipment”). The location of the Licensed Premises, as contemplated by the Parties, is shown as cross-hatched on **Exhibit A.**

**SECTION 5. License Fees.**

A. CJH shall pay the Park District as follows: (i) \$85,000 upon execution of this Agreement; and (ii) \$15,000 payable at the expiration of the Original Term of the Agreement (such payments, the “License Fee”), with the \$15,000 payment payable only if two Rinks are used by CJH other than as contemplated by Section 6(B)(i), provided, however, that if the Park District directs that CJH uses two Rinks for any reason, then such use by CJH shall not be deemed an use by CJH requiring the \$15,000 payment.

B. If the Facility is otherwise not available or accessible for use as a result of any Force Majeure Event (as defined in Section 21(G)), then the License Fee will be reduced on a pro rata basis by the amount of time the Force Majeure Event is ongoing.



C. Additional License Fees. The Parties acknowledge that the Facility is tax-exempt and does not pay any real estate taxes. In the event the treatment of the Facility for property tax purposes changes for any reason, as between the Park District and CJH, the Park District will be solely responsible and liable for any tax liability. Further, upon the occurrence of such event, the Park District will have the right to terminate this Agreement upon written notice to CJH, and CJH shall be entitled to a refund of any prepaid License Fee from the date of any such termination.

D. Delinquent Fees. Any undisputed License Fees which are not paid within thirty (30) days following the date such fees are due shall be considered delinquent. Delinquent fees shall bear interest at a rate equal to 10% per annum. The order of application of all payments shall be in the Park District's sole discretion.

**SECTION 6. Use and Maintenance of the Licensed Premises.**

A. CJH shall have access to the Licensed Premises on a 24/7 basis.

B. During the Term, on or before August 1 each year, the Park District and CJH shall jointly establish a written schedule for CJH's use of ice rink(s) at the Facility, which schedule shall substantially comply with the following parameters:

i. For the duration of the Term, CJH shall have exclusive use of:

a. Rink 1: 9:00 a.m. to 12:00 p.m. on Monday through Friday;

b. Rink 2: 1 hour, between 9:00 a.m. to 12:00 p.m. on Monday through Friday; and

c. Rink 1: 10:00 a.m. to 12:00 p.m., Saturday and Sunday.

- ii. Notwithstanding the foregoing, the amount of ice time during the Term shall not exceed 300 hours. During the Term, CJH shall be entitled to 50 hours from 10am-Noon on weekend days from October 1 through June 30.

C. **Unscheduled Time.** Any ice rink time described in the aforementioned parameters which is not scheduled by CJH will be available to the Park District for use by any other party without any compensation to CJH.

D. **Release of Scheduled Time.** CJH will use commercially reasonable efforts to deliver notice to the Park District on or before the first day of each month of the dates and times during the next succeeding month when CJH will not use the ice rink(s) (the “Released Time”). For example, and without limiting the generality of the foregoing, CJH will use commercially reasonable efforts to provide notice on or before October 1 of the ice rink times in November that will not be used by CJH. The Park District may use the ice rink(s) during the Released Time for any normal and customary use without any compensation to CJH.

E. **Operation of the Licensed Premise.** CJH will not allow the Licensed Premises to be used for any purpose other than that specified herein and will not permit any other organization to use said Licensed Premises, nor any part thereof, without prior notification to the Park District, and will not permit said Licensed Premises to be used for any unlawful purpose or for any purpose that will injure the reputation of the building or the Park District or unreasonably cause a fire hazard in the Facility. There shall not be kept nor used on said Licensed Premises any flammable or explosive materials or liquids unless directly related to CJH’s primary business. All flammable or explosive materials or liquids shall be stored properly and in strict conformance with all government standards. CJH shall adhere to and shall not in any manner, directly or indirectly,

violate the laws, ordinances, rules or regulations of any federal, state, county, city or other governmental authority or agency, including the Park District, in connection with the use and occupancy of the Facility or the Licensed Premises. CJH will not permit any signs, cards or placards to be painted or placed on the exterior of the Licensed Premises, nor permit any alteration of or addition to any part of said Licensed Premises, (except non-structural interior changes), except upon receipt of written consent of the Park District; all alterations and additions to said Licensed Premises shall remain for the benefit of the Park District unless otherwise agreed by the Parties.

F. General Maintenance. CJH shall during the Term be responsible for the maintenance of, and shall keep in good condition and repair, free of vermin and debris, the interior of the Licensed Premises, subject to reasonable wear and tear. CJH will comply with all federal, state or local general regulations, laws and ordinances applicable to the interior of the Licensed Premises. CJH will store in the Licensed Premises only such equipment as is necessary for the operation of its business and will store all trash and refuse in the appropriate containers within or at the Licensed Premises as designated by the Park District and will attend to the daily disposal thereof in a manner approved by the Park District. CJH will receive and deliver goods and merchandise at the Licensed Premises only in the manner and areas designated by the Park District and will conform to all reasonable rules and regulations which the Park District may make in the management and operation of the Facility. In the event CJH fail to comply with its duty to maintain the Licensed Premises as provided herein, CJH waives any claim against the Park District should the Park District, upon providing CJH with seven (7) days' notice of its intent to do so, enter onto the Licensed Premises to bring the Licensed Premises into repair as required by this Agreement solely at CJH's cost and expense. The Park District shall have no responsibility for the

maintenance, repair or replacement of any equipment, furnishings or installations made in the Licensed Premises or the Facility by CJH, nor for the maintenance, repair or replacement of the Installed Equipment.

G. Business Equipment. CJH shall be responsible, at its sole cost and expense, for the installation and maintenance of its own internal computer and telephone systems, including the installation and maintenance of all voice and data cabling. CJH shall be entitled to purchase cable television service from the local supplier, and the Park District will grant any and all necessary easements to enable such service to be delivered to the Licensed Premises. All installation and service shall be done using contractors acceptable to the Park District, said approval to not be unreasonably withheld. CJH shall have the right to install, at its sole cost and expense, no more than two (2) satellite systems on the roof of the building at which the Licensed Premises is located. Said satellite systems shall not exceed a standard size dish or twenty-four (24) inches, whichever is smaller.

**SECTION 7. Park District Obligations.** The Park District will perform the following duties and obligations during the Term of this License:

A. General Maintenance. Except as herein provided in Section 6(F), the Park District shall maintain the Facility, including the electronic scoreboards, if any, furnished by CJH and all of its other components and all adjoining parking areas, in good condition and repair during the Term, free of ice, snow, vermin and debris, and shall make any necessary repairs or replacements which are necessary to keep the Facility in good condition and repair, subject only to ordinary wear and tear and damage by fire and other casualty. The Park District will comply with all federal, state or local general regulations, laws and ordinances applicable to the Facility.

B. Repairs and Upgrades. Within the first year of the Term, Park District will, at no additional cost to CJH, repair the Licensed Premises to a first class condition, including but not limited to (i) replace the carpet and flooring; and (ii) enlarge the current equipment room, remove a wall, enclosing a door and install a work bench.

C. Operation of the Facility. At all times during the Term, the Park District will manage, operate, or cause to be managed and operated, the Facility, other than the Licensed Premises, as a first class, two-rink public ice skating facility. The Park District shall be responsible for the purchase and installation of all furnishings, fixtures and equipment, and hiring all personnel, necessary to operate the Facility in accordance with the foregoing standards and this Agreement, including all ice resurfacing vehicles.

**SECTION 8.** [Intentionally Omitted].

**SECTION 9.** [Intentionally Omitted].

**SECTION 10.** Parties Not Liable.

A. The Park District shall not be liable to CJH, its officers, employees, members, agents, volunteers or assigns for any damage occasioned by plumbing, gas, water, sprinkler, steam or other pipes or sewage, or the bursting, leaking or running of any tank, wash stand, water closet or water pipe in, above, upon or about the Facility, nor for any damage occasioned by water, snow or ice being upon or coming through the roof, skylights, trap door or otherwise, except for any damages from negligent acts or omissions of the Park District, its officers, employees, agents or assigns or from breach of any of the Park District's obligations under Section 7(A) or 7(C).

B. CJH shall not be liable to the Park District, its officers, employees, members, agents, volunteers or assigns for any damage occasioned by plumbing, gas, water, sprinkler, steam or other pipes or sewage, or the bursting, leaking or running of any tank, wash stand, water closet

or water pipe in, above, upon or about the Facility, nor for any damage occasioned by water, snow or ice being upon or coming through the roof, skylights, trap door or otherwise, except for any damages from negligent acts or omissions of CJH, its officers, employees, agents or assigns or from breach of any of CJH's obligations under Section 6(F).

**SECTION 11. Possession at Termination.** CJH will, at the termination of this Agreement by lapse of time or otherwise, yield up immediate possession of the Licensed Premises to the Park District.

**SECTION 12. Hold Harmless; Insurance.**

A. CJH covenants and agrees that it will protect and save and keep the Park District forever harmless and indemnified against and from any penalty or damage or charges imposed for any violation of any laws or ordinances caused by CJH's use of the Leased Premises, and will protect, indemnify and save and keep harmless the Park District against and from any and all claims, suits, actions and proceedings and against and from any and all loss, cost, damage or expense, including reasonable attorneys' fees, arising out of any failure of CJH in any respect to comply with and perform CJH's obligations set forth in this Agreement.

B. The Park District covenants and agrees that it will protect and save and keep CJH forever harmless and indemnified against and from any penalty or damage or charges imposed for any violation of any laws or ordinances caused by the Park District's use or operation of the Facility, and will protect, indemnify and save and keep harmless CJH against and from any and all claims, suits, actions and proceedings and against and from any and all loss, cost, damage or expense, including reasonable attorneys' fees, arising out of any failure of the Park District in any respect to comply with and perform the Park District's obligations set forth in this Agreement.

C. Throughout the Term, CJH shall maintain from an insurance company reasonably acceptable to the Park District (i) commercial general liability insurance which specifically covers the Licensed Premises and which specifically includes bodily injury, personal injury and property damage with limits of not less than \$2,000,000 per occurrence, with a \$5,000,000 umbrella, written on an occurrence-basis policy and which names the Park District as additional insureds; and (ii) property and casualty insurance coverage for the full replacement value of all of CJH's personal property located at the Facility. A certificate of insurance demonstrating such coverage shall be submitted to the Park District by CJH no later than ten (10) days before said insurance policy is renewed each year during the term of this Agreement.

D. Throughout the Term, the Park District shall purchase from an intergovernmental self-insurance pool commercial general liability insurance which specifically covers the Licensed Premises and which specifically includes bodily injury, personal injury and property damage with limits of not less than \$2,000,000 per occurrence, with a \$5,000,000 umbrella, written on an occurrence-basis policy and which names CJH or its designee as an additional insured. A certificate of insurance demonstrating such coverage shall be submitted to CJH no later than ten (10) days before said insurance policy is renewed each year during the term of this Agreement.

**SECTION 13. Damage or Destruction.** In addition to and not in lieu of each Party's right with regard to a Force Majeure Event, if the Facility is made untenable by fire or other casualty, both CJH and the Park District have the right to terminate this Agreement, without any penalty or liability to the other Party, as of the date of the fire or casualty by notice to the other Party. CJH and the Park District may also agree that the Park District will attempt to repair, restore or rehabilitate the Facility within 180 days after the occurrence of such fire or other casualty, in which event this Agreement shall not terminate but License Fees shall be abated on a per diem basis while

the Licensed Premises are untenable (and credited to the next succeeding payments of License Fee due hereunder). For purposes hereof, Facility shall be considered untenable so long as (a) the Licensed Premises or any material portion thereof are untenable, or (b) the Rinks are damaged or are undergoing repair or replacement to an extent that CJH will not have access thereto in accordance with and at the times provided for in this Agreement. The repair, restoration or rehabilitation of the Facility, including the Licensed Premises, shall be at the sole cost and expense of the Park District (except for any of CJH's personal property). If the Park District is attempting to repair, restore or rehabilitate the Facility and does not substantially complete the work within the 180-day period, either Party can terminate this Agreement as of the date of the fire or casualty by notice to the other Party. In the event of termination of this Agreement pursuant to this Section 13, License Fees shall be apportioned on a per diem basis and CJH shall be entitled to a refund of any prepaid License Fee from the date of the fire or casualty.

**SECTION 14.** [Intentionally Omitted].

**SECTION 15.** Capital Improvements. The Park District shall have the right, from time to time, at its own expense, to make all such capital alterations and improvements to the Facility or to the Licensed Premises as shall be reasonably necessary or appropriate, in the Park District's judgment, for the Park District's conduct of its business, provided that prior to the commencement of any capital alteration of any improvement of the Licensed Premises, CJH shall have approved, in all cases, in writing, the plans and specifications therefore which shall be submitted to CJH by the Park District. Such approval will not be withheld unreasonably. If within thirty (30) days after such plans and specifications have been submitted and delivered by the Park District to CJH for such approval, and if CJH shall not have given the Park District notice of disapproval thereof, then the plans and specifications shall be deemed approved by CJH.



**SECTION 16. Utilities.** The Park District shall furnish connections for domestic and sanitary water, gas and electricity for CJH's use in the Licensed Premises, and shall pay for all such utilities consumed by CJH in the Licensed Premises and elsewhere in the Facility during the Term.

**SECTION 17. Use/Quiet Enjoyment.** During CJH's use and occupancy hereunder and for so long as CJH is not in default, CJH shall have and be entitled to the quiet enjoyment with respect to the use and occupancy of the Licensed Premises and the other privileges herein granted without interruption or interference by any person, including, specifically, the Park District, except as otherwise specifically provided herein.

**SECTION 18. Assignment/Sub-License.** CJH shall not assign any of its rights under this Agreement or sublet any portion of the Licensed Premises without the written consent of the Park District which approval shall not be unreasonably withheld.

**SECTION 19. Default by CJH.**

A. If CJH shall materially default in any of its obligations under this Agreement, the Park District shall provide notice of default to CJH and afford CJH a period of ten (10) days for any monetary default and thirty (30) days for any non-monetary default to cure such default (unless the default involves a condition which is dangerous to persons or property, in which event such cure period shall be reduced to the minimum time necessary to correct such condition); provided, however, that if the default in question is a non-monetary default (other than a default involving dangerous conditions as aforesaid) which cannot be cured within such thirty (30) day period, then CJH shall be afforded such additional time as shall be required reasonably to cure such default if

CJH: (i) shall have commenced the appropriate cure within such initial thirty (30) day period; and;  
(ii) thereafter proceed with reasonable diligence to cure such default.

B. If CJH shall be in default hereunder beyond the expiration of the cure period stated above, Park District shall have the right to terminate this Agreement upon written notice to CJH.

C. The remedies described in this Section 19 shall be in addition to any other remedy that Park District may have at law or in equity, including without limitation to seek:

- i. An action to recover moneys then due and owing from CJH together with interest thereon at the rate of ten (10%) percent per annum from the date such moneys were due to the date of judgment, plus reasonable attorneys' fees; and
- ii. An action for specific performance of non-monetary covenants and agreements on the part of CJH; provided that in no event shall CJH be liable for indirect or consequential damages suffered by the Park District, and the Park District shall in all events seek to mitigate its damages to the extent required by law.

**SECTION 20. Default by the Park District.**

A. If the Park District shall materially default in any of its obligations under this Agreement, CJH shall provide notice of default to Park District and afford Park District a period of thirty (30) days after receipt of notice to cure such default (unless the default involves a condition which is dangerous to persons or property, in which event such cure period shall be reduced to the minimum time necessary to correct such condition); provided, however, that if the default (other than a default involving dangerous conditions as aforesaid) which cannot be cured within such thirty (30) day period, then the Park District shall be afforded such additional time as

shall be required reasonably to cure such default if the Park District: (i) shall have commenced the appropriate cure within such initial thirty (30) day period; and; (ii) thereafter proceed with reasonable diligence to cure such default.

B. If the Park District shall be in default hereunder beyond the expiration of the cure period stated above, or if in the good faith judgment of CJH the existence of such default constitutes an immediate danger to property or to the safety, or health of persons, CJH shall have the right to terminate this Agreement upon written notice to the Park District.

C. The remedies described in this Section 20 shall be in addition to any other remedy that CJH may have at law or in equity, including without limitation to seek an action for specific performance of non-monetary covenants and agreements on the part of the Park District, provided that in no event shall Park District be liable for indirect or consequential damages suffered by the CJH, and CJH shall in all events seek to mitigate its damages to the extent required by law.

#### **SECTION 21. General Provisions.**

A. In construing this Agreement, feminine or neuter pronouns shall be substituted for those masculine in form and vice versa, and plural terms shall be substituted for singular and singular for plural in any place in which the context so requires.

B. The covenants, terms, conditions, provisions and undertakings of this Agreement, or in any extensions thereof, shall extend to and be binding upon the successors and assigns of the parties hereto as if they were in every case named and expressed and wherever reference is made to either of the Parties hereto, it shall be held to include and apply also to the successors and assigns of such Party as if in each and every case so expressed.

C. The Parties agree to execute and deliver any instruments in writing, necessary to carry out any agreement, term condition or assurance in this Agreement, whenever the occasion shall arise and requested for such instrument shall be made.

D. This Agreement shall constitute the full and complete understanding between the Parties for the design, construction, operation and management of the Facility. There are no oral understandings, terms or conditions and neither Party has relied on any representation, express or implied, not contained in this Agreement. All prior understandings, terms or conditions are deemed to merge in this Agreement, and this Agreement cannot be changed or supplemented orally, but only by an agreement in writing and signed by the parties to this Agreement.

E. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect unless so construing the Agreement would produce an inequitable result.

F. The parties at all times during the term of this Agreement shall act and deal in good faith with each other.

G. Force Majeure. Subject to each Party's rights under Section 13, neither Party hereto shall be in breach of this Agreement if performance is prevented or preempted because of an act of God, natural disaster, epidemic or pandemic, catastrophe, accident, fire, labor dispute, lockout, strike, riot or civil commotion, act of public enemy, governmental act or regulation, a day of national mourning, emergency or other circumstance or event beyond the reasonable control of the parties to this Agreement (any such occurrence a "Force Majeure Event").

H. Commitment to Equal Opportunity Practices. CJH shall abide by all Federal, State, and local equal opportunity employment practices.

I. Time is of the Essence. In all matters concerning or affecting this Agreement, time is of the essence.

J. Amendments. This Agreement may be amended at any time only by the mutual, written consent of both Parties in the manner provided by law.

K. Notices. Any notice required to be given hereunder shall be in writing and mailed, postage prepaid, by U.S. Certified Mail, Return Receipt Requested, or sent by Federal Express or other nationally recognized air courier service, addressed to the parties as follows unless a different address is later designated by either party under this notice provision:

**For Notice to the Park District:**  
Executive Director  
Hoffman Estates Park District  
1685 West Higgins  
Hoffman Estates, IL 60195-2998

**with a copy sent to:**  
Adam B. Simon, Esq.  
Ancel Glink, P.C.  
140 S. Dearborn Street, Suite 600  
Chicago, Illinois 60603

**For Notice to CJH:**  
Chicago Junior Hockey  
Adams & Reese, LLP  
1600 West End Avenue, Suite 1400  
Nashville, TN 37203  
Attn: Maia Woodhouse

All notices shall be deemed received seven (7) business days after being mailed or earlier upon proof of actual receipt.

All consents, approvals, or permissions required to be obtained in accordance with this Agreement shall be in writing with respect to consents, approvals or permissions, provided by the Park District, consents, approvals or permissions, shall be duly given, unless otherwise specified when they are given by the Executive Director of the Park District. With respect to consents, approvals or permissions, provided by CJH, consents, approvals or permissions, shall be duly given, unless otherwise specified, when they are given by any designated officer of CJH.

**In witness whereof**, authorized representatives of the Parties have executed this Agreement effective as of the Commencement Date.

**Chicago Junior Hockey**

By: 

Name: Allan Kandelman

Title: CFO

**Hoffman Estates Park District**

By: 

Name: Craig Talsma

Title: Executive Director

EXHIBIT A

## MEMORANDUM M25-080

**TO:** Recreation & Facilities Committee  
**FROM:** Craig Talsma, Executive Director  
Jennifer Sweeney, Director of Recreation  
**RE:** School District 15 – STAR and Camp/Maintenance 25/26 Agreement  
**DATE:** August 19, 2025

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### **Motion**

Recommend to the full board the approval of the attached intergovernmental agreement with School District 15 for July 1, 2025 – June 30, 2026 for the STAR Before & After Care program.

Recommend to the full board the approval of the attached intergovernmental agreement with School District 15 for September 1, 2025 – August 31, 2026 for facility usage in exchange for mowing and lawn maintenance services provided by HEParks staff.

### **Background**

HEParks and School District 15 (SD15) have operated under two separate intergovernmental agreements since 2021: one for the STAR Before & After school program, and another for the use of space within their schools for our summer camps and basketball programs, in exchange for lawn maintenance services.

The STAR Before & After school program is offered at only one school within SD15, Frank C. Whitely Elementary School (Whitely). Our summer camps also use Whitely, and our basketball program is provided gym space at either Whitely or Thomas Jefferson Middle School.

Lawn mowing and maintenance services are provided within agreed-up turf areas at each school at no charge, in exchange for the free use of space for the camp and basketball programs.

### **Rationale**

These two agreements are essentially a one-year extension, with no substantive changes from previous agreements.

SD15 charges HEParks \$90 per day of usage for the STAR program, which is discounted from their published facility usage fees.

Both SD15 and HEParks agree that it is a shared responsibility to offer a convenient childcare service to working parents in the Hoffman Estates community.



**INTERGOVERNMENTAL LICENSE AGREEMENT FOR  
THE OPERATION OF A BEFORE AND AFTER SCHOOL STAR PROGRAM**

This Intergovernmental License Agreement for the Operation of a Before and After School STAR Program ("Agreement") is entered into as of the date of the last party to sign below, by and between the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois ("School District"), and the Hoffman Estates Park District ("Park District"). The School District and Park District are hereinafter sometimes referred to individually as a "Party," and collectively as the "Parties."

**WHEREAS**, the School District and the Park District desire to cooperate in expanding public recreational opportunities to the community by providing quality before and after-school child care for the students who are enrolled in those schools listed in Exhibit A (the "School") and can benefit from structured recreational activities before and after the regular school day; and

**WHEREAS**, the Park District agrees to operate a before and after school care program at the Schools on the terms and conditions hereinafter set forth; and

**WHEREAS**, the School District desires to grant the Park District a license to operate the before and after school care program; and

**WHEREAS**, the School District and the Park District have the authority to enter into this Agreement pursuant to the *Intergovernmental Cooperation Act*, 5 ILCS 220/1 *et seq.*, and Article 7, Section 10 of the Constitution of the State of Illinois.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Park District Responsibilities. The Park District agrees to perform the following duties and responsibilities:

- a. Establish and operate a before and after school child care program, which shall be referred to as STAR, at the School (the "Program"), which shall be open to all students who are enrolled in grades kindergarten through fifth grade at Frank C. Whiteley Elementary School.
- b. Provide quality staff to perform child care services for the Program and who have all the necessary training, licenses and certificates required to provide the services for the Program.
- c. Should the Park District choose not to operate the Program during any school year due to low enrollment, the Park District must provide written notice to the School District of its intent to not operate the Program either for that school year overall or for any particular school to the extent of the Parties agreement. Such written notice from the Park District of its intent not to operate the program must be received by the School District no later than July 15<sup>th</sup> of the Initial Term or any subsequent Renewal Terms. Should the Park

District fail to provide such notice by this date, it will be obligated to operate the Program overall or for any particular school, in accordance with this Agreement, for the full school year regardless of enrollment. If the Park District chooses not to operate the Program, either overall or at any particular School, the School District may contract with another entity to operate a similar program. The Park District agrees that such use of the Schools by a third party shall not constitute a breach of this agreement or any other agreement between the School District and Park District.

- d. Provide all necessary materials for a successful and age-appropriate program.
- e. Establish and collect program registration fees sufficient to at least offset direct program expenses. The Park District shall retain all program revenue.
- f. To reimburse the School District for the costs it will incur as a result of this Agreement (including custodial costs and other miscellaneous costs), the Park District shall pay the School District a per diem fee, per School, in the amount of \$90.00, in the Initial Term, for each day that the Program is in session. The School District will invoice the Park District on a quarterly basis.
- g. Ensure that each Program staff member undergoes a criminal background check, in accordance with *School Code* Section 10-21.9(f), 105 ILCS 5/10-21.9(f), and the *Park District Code* Section 8-23, 70 ILCS 1205/8-23, prior to beginning work in the Program. The Parties agree to cooperate fully, and to execute and deliver any and all necessary documents and take all additional actions which may be necessary or appropriate, in order to facilitate the Park District's compliance with this subparagraph Lg. To the extent the School District performs any fingerprint criminal background checks for Program staff members, the School District shall invoice the Park District quarterly for the actual cost of any such background checks of its employees. For the Initial Term, the costs of such background checks is anticipated to be \$51.75 per background check.
- h. Comply with all applicable federal, state, county, and local laws, ordinances, rules, and regulations, including but not limited to: (i) student confidentiality laws such as the *Illinois School Student Records Act*, the *Illinois Mental Health and Developmental Disabilities Confidentiality Act*, and the federal *Family Educational Rights and Privacy Act*, and all rules and regulations governing the release of student records and medical records; and (ii) obtaining all necessary licenses and approvals to operate the Program.
- i. The Park District shall be responsible for the cost of any repairs necessitated by acts or omissions of their own employees, agents or invitees. In the event of such damages or repairs, the Park District shall promptly report the issue to the School District and reimburse the School District for the full cost of repair, at the School District's option, ordinary wear and tear excepted, as long as such costs are documented. The Park District will not be permitted to make any alterations or improvements to the Schools without the explicit written permission of the School District.

- j. Comply with all applicable requirements of Faith's Law (105 ILCS 5/22-94, added by P.A. 102-702, as may be amended) for Park District staff working at the Program.
  - k. At least once per year, the Park District shall provide inspections of all playgrounds at the Schools by an individual who has been qualified as a Certified Playground Safety Inspector by the National Recreation and Park Association. Such inspections shall be conducted in accordance with the guidelines, best practices, and standards of the National Program for Playground Safety. The Park District will supply the School District with a report of findings including recommendations to remedy hazards. The Park District will also conduct periodic inspections throughout the year.
  - l. The Park District shall provide priority registration benefits to all interested School District staff who reside within the School District's boundaries.
2. School District Responsibilities. The School District agrees to perform the following duties and responsibilities:
- a. Provide space for the Park District as detailed in Exhibit B. Notwithstanding the foregoing, the School District has the right to provide reasonable alternate space for the Program in order to effectively accommodate other School District or program needs.
  - b. Provide the Park District staff with access to the Schools thirty (30) minutes prior to the morning and afternoon sessions and fifteen (15) minutes after the morning and afternoon sessions end or until all children have been picked up.
  - c. Provide utilities and operational maintenance of the assigned program space and custodial services to maintain a safe and clean program environment.
  - d. Comply with all applicable federal, state, county, and local laws, ordinances, rules, and regulations, including but not limited to all laws, ordinances, rules and regulations pertaining to the operation of a public school, as such relates to this Agreement.
3. Term and Termination. The term of this Agreement shall commence on July 1, 2025, and shall terminate on June 30, 2026 ("Initial Term"). The Parties may renew this Agreement for additional one-year terms (a "Renewal Term") by mutual written agreement, which is to be provided by March 1" of the Initial Term or any Renewal Term. At the time of renewal, the Parties shall negotiate the per diem fee for each Renewal Term. This Agreement may be terminated at any time by mutual agreement of the Parties, or by the School District upon thirty (30) days' prior written notice.
4. Annual Meeting. The Parties shall meet annually to discuss the Program during the Initial Term and each Renewal Term.
5. Program Hours. The Program's morning and afternoon sessions shall operate during the hours provided on Exhibit B on all days when the Schools are in session. For any days when the

Schools are operating on an adjusted student schedule (including remote learning), the Program will operate as mutually agreed upon by the Parties.

6. Employment and Supervision. All Program staff members are and will remain employees of the Park District rather than the School District. The Park District shall be responsible for the payment of salaries and benefits, and the evaluation, supervision and direction of Program staff members. Notwithstanding the foregoing, the School District may request that the Park District remove a staff member from the Program if, in the School District's reasonable opinion, the staff member is not performing in compliance with the School District's policies and/or standards of conduct, and the School District determines, in its sole discretion, that the individual poses a risk to students or a disruption to School District operations. In such event, the School District shall notify the Park District of this determination in writing, and such employee must be immediately removed as a staff member in the Program. It remains the responsibility of the Park District alone, as the employer of such staff member, to make a determination about the employment status of such individual. The Park District shall be responsible thereafter for replacing him or her as soon as is reasonably practicable.

The Associate Superintendent shall serve as the School District's liaison for the Program. The Park District shall appoint a coordinator for the Program and site directors for each of the Schools. The Park District's Program coordinator shall provide the Associate Superintendent with the names and contact information for all site directors and provide updates to the list as needed. The site directors shall be responsible for the respective programs and activities at the Schools and other aspects related to the operation of the Program at their sites.

7. School District Property. Any property provided by the School District to the Park District for the operation of the Program, including any keys and school identification badges, must be signed out by the responsible Park District representatives and returned to the School District at the end of each school year or immediately upon request.

8. Third Party Beneficiaries. This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

9. Indemnification. The Park District agrees to indemnify, defend, and hold harmless the School District, its individual Board members, administrators, employees, volunteers and agents ("School District Indemnitees") from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney's fees and court costs) arising from or in connection with the Park District's activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligent or intentional misconduct of the School District Indemnitees.

The School District shall defend, indemnify and hold harmless the Park District, its park commissioners, officers, employees and agents ("Park District Indemnitees") from and against any and all liabilities, claims, losses, costs, damages and expenses of every nature whatsoever, including without limitation reasonable attorneys' fees and court costs (collectively, "Claims"),

suffered, incurred or sustained by any Park District Indemnitees, including, without limitation, liabilities for the death of or injury to any person or the loss, destruction or theft of or damage to any property, arising from or in connection with the School District Indemnitees, or any other person acting on their behalf or with their authority or permission or as a result of School District's breach of any provision of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligent or intentional misconduct of the School District Indemnitees. In the event of any injury to any person occurring at a School while any Park District employees are present, whether or not during the hours of operation of the Program, the Park District shall provide immediate notice to the Associate Superintendent (or his/her designee).

10. Insurance. Each Party shall obtain and maintain in full force and effect during the term of this Agreement, or any extension thereof, (a) Commercial General Liability Insurance with limits of not less than \$2,000,000 per occurrence, a general aggregate limit of not less than \$2,000,000, and umbrella coverage with limits not less than

\$2,000,000; (b) Worker's Compensation Insurance in the statutory amounts and Employer's Liability Insurance with limits of at least \$500,000 each accident for bodily injury by accident and each employee for bodily injury by disease; and (c) Commercial Automobile Liability Insurance with limits of not less than \$1,000,000 combined single limits for bodily injury and property damage, on all vehicles owned or operated for purposes of the Program. Each Party's General Liability insurance policy and the Park District's Automobile Liability insurance policy shall name the other Party's indemnitees identified in Paragraph 8 as additional insureds on the above-required policies. The Park District also agrees to obtain and maintain in full force and effect statutory Workers' Compensation Insurance. All policies, with the exception of Workers' Compensation, must be on an occurrence basis, not a claims made basis.

The minimum insurance coverage specified in this Paragraph 10 may be provided by self-insurance, participation in a risk management pool, commercial policies of insurance, or a combination thereof. Prior to the commencement of this Agreement or any extensions thereof, and upon request of either Party, each Party shall furnish the other Party with the above-described Certificates of Insurance and applicable policies and endorsements thereto, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

11. Governing Law and Severability. This Agreement shall be construed in accordance with the laws of the State of Illinois. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by law. Jurisdiction over any dispute shall be in the Circuit Court of Cook County, Illinois.

12. No Waiver of Tort Immunity. Nothing contained in this Agreement shall be construed or deemed to diminish or constitute a waiver or relinquishment by any Party of the rights, privileges, defenses and immunities available or afforded to it under the *Illinois Local Governmental and Governmental Employee's Tort Immunity Act* or under other State statutes affording similar protections.

13. Notice. Notices shall be deemed properly given hereunder if in writing and either emailed, hand delivered, or sent by-United States mail to the Parties at their respective addresses provided below, or as any Party may otherwise direct in writing to the other Party from time to time:

If to School District:

Community Consolidated School  
District No. 15  
580 North First Bank Drive  
Palatine, Illinois 60067

Attn: Assoc. Superintendent  
lazors@ccsd15.net

If to Park District:

Hoffman Estates Park  
District  
1685 W. Higgins Rd.  
Hoffman Estates, Illinois  
60169 Attn: STAR Program  
Manager  
jsweeney@heparks.org

Notices sent by United States Mail or email shall be deemed delivered on the day after it is sent, and notices hand delivered shall be deemed given on the date of delivery.

14. Entire Agreement. This Agreement contains the entire agreement between the Parties with respect to the use of the Schools in connection with the Program and cannot be modified except in a writing, dated subsequent to the date hereof and signed by all Parties.

15. No Joint Venture. Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither the Park District nor School District shall have the power to bind or obligate each other except as to the extent expressly set forth in this Agreement. Neither the Park District nor its individual employees, contractors, officers, or volunteers shall be deemed employees or agents of the School District, nor shall the Park District represent or hold out any of its programs or activities as being conducted, sponsored or otherwise approved by the School District.

16. Sublicense and Assignment. The Park District shall not sublicense, assign or delegate this Agreement or any part thereof without the prior written consent of the School District, which may be withheld in its sole discretion.

17. Authority. The individual officers of Park District and School District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.

18. Multiple Counterparts. This Amendment may be executed in counterparts, each of which shall be an original but all of which taken together shall constitute but one and the same instrument. In the event any signature is delivered by facsimile or by e-mail delivery of a scanned PDF file, such signature shall create a valid and binding obligation of the Party with the same force and effect as if the facsimile or scanned PDF signature page were an original thereof.

19. Existing Agreement. The Parties agree that this Agreement takes precedence over any other existing agreements between or among the Parties concerning the use of facilities.

[Signature Page Follows]

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Park District and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF EDUCATION OF  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT NO. 15

HOFFMAN ESTATES PARK DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**EXHIBIT A**

**Community Consolidated School District No. 15  
Schools included in Hoffman Estates Park District STAR Program**

Frank C. Whiteley Elementary School ("FCW")  
4335 Haman Avenue  
Hoffman Estate, IL 60192

**Exhibit B**

**STAR Program Times and General Room Use**

<b>SCHOOL</b>	<b>AM START TIME</b>	<b>AM END TIME</b>	<b>MON- THU PM START TIME</b>	<b>FRIDAY PM START TIME</b>	<b>PM END TIME</b>	<b>ROOM USED</b>	<b>ROOM USED</b>
FCW	6:45 AM	8:25 AM	3:05 PM	2:15 PM	6:00 PM	Gym	Multipurpose Room

**INTERGOVERNMENTAL LICENSE AGREEMENT FOR  
USE OF SCHOOL DISTRICT PROPERTY**

This Intergovernmental License Agreement (“Agreement”) is entered into as of the date of the last party to sign below, by and between the Board of Education of Community Consolidated School District No. 15, Cook County, Illinois (“School District”), and the Hoffman Estates Park District (“Park District”). The School District and Park District are hereinafter sometimes referred to individually as a “Party,” and collectively as the “Parties.”

**WHEREAS**, the School District and the Park District desire to cooperate in expanding public recreational opportunities to the community by providing the Park District with priority access to use of the following schools (the “Schools”):

1. Frank C. Whitely Elementary School  
4335 Haman Avenue  
Hoffman Estate, IL 60192
2. Thomas Jefferson Middle School  
3805 Winston Drive  
Hoffman Estates, IL 60192

**WHEREAS**, the School District desires to grant the Park District a license for priority use of the Schools for operation of the Park District’s programs; and

**WHEREAS**, the School District and the Park District have the authority to enter into this Agreement pursuant to the *Intergovernmental Cooperation Act*, 5 ILCS 220/1 *et seq.*, and Article 7, Section 10 of the Constitution of the State of Illinois.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Priority of Use.
  - a. The School District grants to the Park District the use of the Schools as follows:
    - i. Use of Frank C. Whitely Elementary School and its playground facilities during the summer, starting June 15, 2026, for eight weeks. The use shall be on Mondays through Thursdays from 8:30am-3:45pm; and
    - ii. Use of one of the Schools (to be mutually agreed upon) during the winter basketball season from December through early March. The use will be a maximum of four nights per week from 6-9pm.

- b. Such use shall be without charge if the School District's custodians are already assigned to said facilities as part of their normal work schedule. If the School District incurs any out-of-pocket expenses such as unscheduled overtime and any utility usage costs outside of the normal building usage hours, such costs shall be billed to the Park District. If the Park District schedules the school building for during any other times, fees approved by the Board of Education shall be charged. Use of the Schools by the School District or its parent organizations shall take priority over the Park District's use.
- c. Park District may only use the Schools in conjunction with its recreational programs. Park District represents that it will provide quality staff who have all the necessary training, licenses and certificates required to supervise and operate its programs.
- d. Park District shall comply with all applicable School District rules, and all applicable federal, state, county, and local laws, ordinances, rules, and regulations, including but not limited to: (i) student confidentiality laws such as the Illinois School Student Records Act, the Illinois Mental Health and Developmental Disabilities Confidentiality Act, and the federal Family Educational Rights and Privacy Act, and all rules and regulations governing the release of student records and medical records; (ii) obtaining all necessary licenses and approvals to operate the Program; and (iii) compliance with all health and safety protocols.
- e. The Park District shall be responsible for the cost of any repairs necessitated by acts or omissions of their own employees, agents or invitees. In the event of such damages or repairs, the Park District shall promptly report the issue to the School District and reimburse the School District for the full cost of repair, at the School District's option, ordinary wear and tear excepted. The Park District will not be permitted to make any alterations or improvements to the Schools without the explicit written permission of the School District.

2. Park District Responsibilities.

- a. **Mowing and Lawn Maintenance.** The Park District agrees to mow grounds at the Schools as outlined in Appendixes A and B hereto. Each fall, the Park District will perform top seeding of all fields at the Schools. The School District will be responsible for controlling traffic on these areas following top seeding. Each fall, the Park District will apply one application of herbicide to prevent growth of dandelions and other undesirable weeds at the Schools. Each spring, the Park District will apply one application of fertilizer at the Schools. Prior to the application of any fertilizers or weed control treatments, the Park District will provide the School District with material data sheets. The Park District will give the School District an annual schedule of herbicide, fertilizer, and pesticide application and at least a two-week notice to School District prior to applications. Applications must occur outside of school hours.

- b. *Refuse.* The Park District will provide sufficient refuse containers during soccer and baseball season, and any other scheduled Park District programs on a regular basis and will dispose of all waste.
  - c. *Playground Inspection.* Notwithstanding any provision in any other agreement between the Parties, the Park District will provide a playground inspection, completed by a Certified Playground Inspector, for the playgrounds at the Schools, at least six times per year. Such inspections shall be conducted in accordance with the guidelines, best practices, and standards of the National Program for Playground Safety. It is mutually understood that the Park District does not by virtue of services rendered to the School District expressly or impliedly undertake to perform or assume any duty owed by the School District to any of the School District's employees, students, visitors or other third persons in respect to the safe/healthful maintenance and/or operation of the facilities/properties where the Park District's services are performed. The Park District makes no warranties of any kind, express, implied or statutory, including, but not limited to, warranties for merchantability and fitness for a particular purpose, as to its findings, recommendations, specifications, or advice except that they shall be prepared in accordance with the Park District's own practices.
  - d. *Standard of Care.* The Park District will provide the foregoing services in the same manner as it provides generally for its own park properties. If during the course of performing such services, the Park District observes any item needing repair or other maintenance/risk management consideration, it will promptly advise the School District. It is understood that School District is solely responsible for making or causing to be made any and all recommended repairs or adopting any maintenance/risk management recommendation made by Park District, the same being and remaining within the sole discretion of School District.
3. Term and Termination. The term of this Agreement shall commence on September 1, 2025, and shall terminate on August 31, 2026 ("Initial Term"). The Parties may renew this Agreement for additional one-year terms (a "Renewal Term") by mutual written agreement, including any revisions to the permitted use of the Schools. Either party may terminate this Agreement for cause, upon thirty (30) days written notice, provide the other party does not cure the breach during the thirty (30) day notice period. The School District may suspend the Park District's use of any portion of the Schools if necessary (as determined by the School District) in connection with any school improvement project, or to protect the health or safety of students or staff, or as needed for school purposes.
4. School District Property. Any property provided by the School District to the Park District for the operation of the Program, including any keys and school identification badges, must be signed out by the responsible Park District representatives and returned to the School District at the end of each school year or immediately upon request.
5. Third Party Beneficiaries. This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly,

to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

6. Indemnification. The Park District shall indemnify, defend, and hold harmless the School District, its individual Board members, employees, and agents (“School District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the Park District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligent or intentional misconduct of the School District Indemnitees.

The School District shall defend, indemnify and hold harmless the Park District, its park commissioners, employees and agents (“Park District Indemnitees”) from and against any and all claims, demands, actions, liabilities, damages, costs and expenses (including reasonable attorney’s fees and court costs) arising from or in connection with the School District’s activities under this Agreement and any breach of this Agreement, except to the extent that said claims, demands, actions, liabilities, damages, costs and/or expenses have been caused by the negligent or intentional misconduct of the School District Indemnitees.

In the event of any injury to any person occurring at a School while any Park District employees are present, whether or not during the hours of operation of the Program, the Park District shall provide immediate notice to the Superintendent (or his/her designee).

7. Insurance. Each Party shall obtain and maintain in full force and effect during the term of this Agreement, or any extension thereof, (a) Commercial General Liability Insurance (including sexual misconduct coverage) with limits of not less than \$2,000,000 per occurrence, a general aggregate limit of not less than \$2,000,000, and umbrella coverage with limits not less than \$2,000,000; (b) Worker’s Compensation Insurance in the statutory amounts and Employer’s Liability Insurance with limits of at least \$500,000 each accident for bodily injury by accident and each employee for bodily injury by disease; and (c) Commercial Automobile Liability Insurance with limits of not less than \$1,000,000 combined single limits for bodily injury and property damage, on all vehicles owned or operated for purposes of the Program. Each Party’s General Liability insurance policy and the Park District’s Automobile Liability insurance policy shall name the other Party’s indemnitees identified in Paragraph 6 as additional insureds on the above-required policies. The Park District also agrees to obtain and maintain in full force and effect statutory Workers’ Compensation Insurance. All policies, with the exception of Workers’ Compensation, must be on an occurrence basis, not a claims made basis.

The minimum insurance coverage specified in this Paragraph 7 may be provided by self- insurance,

participation in a risk management pool, commercial policies of insurance, or a combination thereof. Prior to the commencement of this Agreement or any extensions thereof, and upon request of either Party, each Party shall furnish the other Party with the above-described Certificates of Insurance and applicable policies and endorsements thereto, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

8. Governing Law and Severability. This Agreement shall be construed in accordance with the laws of the State of Illinois. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by law.
9. No Waiver of Tort Immunity. Nothing contained in this Agreement shall be construed or deemed to diminish or constitute a waiver or relinquishment by any Party of the rights, privileges, defenses and immunities available or afforded to it under the *Illinois Local Governmental and Governmental Employee's Tort Immunity Act* or under other State statutes affording similar protections.
10. Notice. Notices shall be deemed properly given hereunder if in writing and either emailed, hand delivered, sent by United States mail to the Parties at their respective addresses provided below, or as any Party may otherwise direct in writing to the other Party from time to time:

If to School District:

Community Consolidated  
District School District No. 15  
580 N. First Bank Drive  
Palatine, IL 60067  
Attn: Chief School Business Official  
mccluskd@ccsd15.net

If to Park District:

Hoffman Estates Park  
Park District  
1685 W. Higgins Rd.  
Hoffman Estates, IL 60169  
Attn: Executive Director  
[ctalsma@heparks.org](mailto:ctalsma@heparks.org)

Notices sent by United States Mail or email shall be deemed delivered on the day after it is sent, and notices hand delivered shall be deemed given on the date of delivery.

11. Entire Agreement. This Agreement contains the entire agreement between the Parties with respect to the use of the Schools in connection with the Program and cannot be modified except in a writing, dated subsequent to the date hereof and signed by all Parties.
12. No Joint Venture. Nothing in this Agreement shall be deemed to create any joint venture or partnership between the Parties. Neither the Park District nor School District shall have the power to bind or obligate each other except as to the extent expressly set forth in this Agreement. Neither the Park District nor its individual employees, contractors, officers, or volunteers shall be deemed employees or agents of the School District, nor shall the Park District represent or hold out any of its programs or activities as being conducted, sponsored or otherwise approved by the School District.

13. Sublicense and Assignment. The Park District shall not sublicense, assign or delegate this Agreement or any part thereof without the prior written consent of the School District, which may be withheld in its sole discretion.
14. Authority. The individual officers of Park District and School District who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards.
15. Multiple Counterparts. This Amendment may be executed in counterparts, each of which shall be an original but all of which taken together shall constitute but one and the same instrument. In the event any signature is delivered by facsimile or by e-mail delivery of a scanned PDF file, such signature shall create a valid and binding obligation of the Party with the same force and effect as if the facsimile or scanned PDF signature page were an original thereof.
16. Existing Agreement. The Parties agree that this Agreement takes precedence over any other existing agreements between or among the Parties concerning the use of facilities. Provided, however, that the Parties do not intend for this Agreement to disturb the Intergovernmental License Agreement for the Operation of a Before and After School STAR Program, except with respect to playground inspection requirements.

[Signature Page Follows]



IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Park District and the School District have caused this Agreement to be executed on the date(s) set forth below.

**BOARD OF EDUCATION OF  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT NO. 15**

**HOFFMAN ESTATES PARK DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

1020829\_3



# Appendix A: Pine Park & Thomas Jefferson Mowing Map





## Appendix B: Whiteley School Mowing Map

4335 Haman Ave.





## MEMORANDUM M25-074

**TO:** Recreation & Facilities Committee  
**FROM:** Craig Talsma, Executive Director  
Jennifer Sweeney, Director of Recreation  
**RE:** Recreation Board Report  
**DATE:** August 19, 2025

---

### **Motion:**

Recommend to the full board to include the August Recreation Board report in the August Executive Director's Report.

### **Recreation Division**

- Summer Day Camps began on June 2. Across the 10-week period, there were 3,955 registrations compared to 4,281 in 2024. The decrease of 326 enrollments is primarily due to fewer families in need of the Early Arrival/Late Stay options. The last day of camp is August 8.
- The Twirling Twisters Baton group competed in Italy with two teams of six, earning gold in the youth division and silver in the junior division. On July 20, the district hosted a successful "Pack the Gym" event at the Triphahn Center to send them off in style.
- STAR has 405 enrollments for the 2025/2024 school year. D54 begins on August 14 and D15 begins on August 20.

### **Early Childhood**

- Preschool starts on August 18; registration will continue to be accepted for preschool.
- Preschool Open House is scheduled for Sunday, September 7 at both TC and WRC. Staff hopes the event will boost enrollment, particularly for the 3's & 4's Preschool programs.
- 2's and 3's Playschool at WRC were not offered in the fall due to the renovation project. Advertising will begin in the fall for a January start for these two programs.

Preschool	24/25 WRC	25/26 WRC	24/25 TC	25/26 TC
2's Playschool	6	NA	NA	5
3's Playschool	2	NA	11	6
3's & 4's Preschool	34	35	81	55
<b>Total</b>	<b>42</b>	<b>35</b>	<b>92</b>	<b>66</b>

### **School-Age STAR/Summer Camp**

#### **STAR**

- There are 405 STAR Enrollments for the 2025/2026 school year through 7/31 which is only 23 less enrollments than for the 2024/2024 school year.
- STAR staff training was August 10-13, and the Open House is August 13.
- D54 begins on August 14 and D15 begins on August 20.

- As of August 13, there are 104 children on the waitlist, the majority of which are at Whiteley (56). We have already moved 50+ students off the waitlist, and are actively working on hiring additional STAR counselors for the school year. STAR registration pauses at the school district's request from August 1-September 1 to coordinate transportation schedules. Registration will resume on September 2.

<b>District 54</b>	Before 3 days	After 3 days	Before 5 days	After 5 days	<b>24/25 Enrollment (for the year)</b>	<b>25/26 Enrollment (as of 7/31)</b>
Armstrong	6	9	17	25	<b>57</b>	<b>58</b>
Fairview	2	17	8	15	<b>42</b>	<b>40</b>
Lakeview	3	7	8	19	<b>37</b>	<b>34</b>
MacArthur	1	11	34	46	<b>92</b>	<b>95</b>
Muir	1	8	16	22	<b>47</b>	<b>38</b>
Lincoln Prairie	4	9	18	13	<b>44</b>	<b>61</b>
<b>District 15</b>						
Whiteley	7	14	25	63	<b>109</b>	<b>113</b>
<b>Total</b>	<b>24</b>	<b>75</b>	<b>126</b>	<b>203</b>	<b>428</b>	<b>405</b>

### **Summer Camp 2025**

- Summer camp had 3,955 enrollments across all 10 weeks, compared to 4,281 in 2024 which is 326 less enrollments than last year which can be attributed to less families using the Early and Late stay program in 2025. Camp ends on August 8.

<b>Weekly Summer Camp</b>	<b>Enrollment across 10 weeks</b>
Splash & Explore-WRC and TC	661
Splash & Explore Early Arrival (WRC & TC)	102
Splash & Explore Late Stay (WRC & TC)	266
Camp Hoffman 5-day South	260
Camp Hoffman 3 day	307
Camp Hoffman 5-day North	305
Teen	300
Sports	318
STEAM	322
Arts in the Parks	119
Adventure	96
Early Arrival	416
Late Stay	483
<b>Total</b>	<b>3,955</b>

- At the end of Preschool/Kinder Camp (July 24) there were 264 enrollments, compared to 234 in 2024, an increase of 30 enrollments. The enrollment increase is due to more registrations for the KinderCamp at the WRC location and Ready for Kindergarten Camp.
- Preschool/Kinder Camps were offered in four two-week sessions.

<b>Preschool/Kinder Camps</b>	<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>	<b>Session 4</b>
Pre Camp 3-day TC	11	12	12	8
Pre Camp 2-day TC	6	9	14	0
Pre Camp 2-day WRC	14	18	14	15
KinderCamp TC	11	14	11	11
KinderCamp WRC	0	11	15	11
Ready For Kindergarten	9	14	15	9
<b>Total</b>	<b>51</b>	<b>78</b>	<b>81</b>	<b>54</b>

## Dance/Baton

- 20 Private Lessons took place in July.
- 33 Dancers participated in the 4<sup>th</sup> of July parade.
- New this summer, the dance program offered three, one-week dance camps from 9:00 am-3:30 pm at Willow. It was a successful new offering for the summer of 2025.
- The Dance Company pool party is August 7 and Company parent meeting is August 27.

<b>Dance Activity</b>	<b>Summer 2024 (Classes offered)</b>	<b>Summer 2025 (Classes offered)</b>	<b>Summer 2024</b>	<b>Summer 2025</b>
Ballet	4	4	50	43
Ballet/Tap	4	6	19	27
Ballet/Jazz	2	3	11	16
Jazz/Hip Hop	3	3	22	31
Tap	2	3	22	20
Specialty	6	5	77	81
<b>Total</b>	<b>21</b>	<b>24</b>	<b>201</b>	<b>218</b>

<b>Dance Camp</b>	<b>Summer 2024</b>	<b>Summer 2025</b>
6/23-6/27	N/A	16
7/21-7/25	N/A	16
7/28-8/1	N/A	20
<b>Total</b>	<b>N/A</b>	<b>52</b>

<b>Baton Activity</b>	<b>July 2024 (Classes offered)</b>	<b>July 2025 (Classes offered)</b>	<b>July 2024</b>	<b>July 2025</b>
Performance baton	2	2	13	17
Baton	7	7	19	28
<b>Total</b>	<b>9</b>	<b>9</b>	<b>32</b>	<b>45</b>

## Athletics

- As participant interests are changing and new programs are being offered, youth athletic programs are performing at a higher level compared to last year. Bear Fundamentals Clinics have increased enrollment, and the new Sports Kids and Volley Kids contracted programs are also gaining interest.
- The first year of the Brazilian Soccer Camps was held the week of July 7–11, with a total of 16 participants enrolled. We received positive feedback and look forward to partnering with this group again next summer.

<b>Youth Sports Activity</b>	<b>Summer 2024</b>	<b>Summer 2025</b>
Shotokan Karate	134	131
Tae Kwon Do	20	15
Bear Summer League/Fundamental Camp	94	108
Sports Kids, Inc Classes	42	62
VolleyKidz	N/A	33
Gymnastics	123	175
HUSC Soccer Fundamentals	139	82
Flag Football (New)	N/A	25
Brazilian Soccer Camp (New)	N/A	16
Track & Field (New)	N/A	22
<b>Total</b>	<b>552</b>	<b>647</b>

- The men's basketball league is off to a great start. The summer season began on July 9 and will run through early September. We're excited to continue growing the league and may partner with the Rolling Meadows Park District for the upcoming fall session.

<b>Adult Sports Activity</b>	<b>Summer 2024</b>	<b>Summer 2025</b>
Adult Men's Basketball League (Teams)	N/A	4
Pickleball League (Teams)	18	22

### Youth League Soccer Program

The Early Bird registration campaign for the Fall Youth Soccer program launched in early July and will run through August 10. The season will begin the week of September 1. Staff will provide an update on registration numbers in the September report.

## **Field Rentals**

- Canterbury Park is booked every weekend until mid-September, with Century Cricket using the field on Sundays, and a church group using the field on Saturdays.
- Cannon Crossing will serve as the home field for Game Time Events Fall Youth Baseball. The first weekend of games is scheduled for August 9–10. The league will run on weekends through the first week of October. Staff anticipate approximately 120 total games to be played at Cannon Crossing this fall.

## **Aquatics**

<b>The Club Swim Lessons</b>	<b>2024</b>	<b>2025</b>
Parent/Tot	31	16
Tots	16	14
Group Classes	137	83
Adult	11	8
<b>Total</b>	<b>195</b>	<b>125</b>

<b>Seascape Swim Lessons</b>	<b>2024</b>	<b>2025</b>
Parent/Tot	5	12
Tots	5	5
Group Classes	102	139
<b>Total</b>	<b>112</b>	<b>156</b>

<b>Seascape Members as of 7/31</b>	<b>2024</b>	<b>2025</b>
Members	894	740
Sr Members (62+)	66	71
<b>Total</b>	<b>960</b>	<b>811</b>

<b>Seascape Visits as of 7/31</b>	<b>2024</b>	<b>2025</b>
Daily Visits (includes member visits)	22,656	24,374

<b>Seascape Tent Rentals</b>	<b>2024</b>	<b>2025</b>
<b>Total</b>	<b>50</b>	<b>49</b>

\*Please note that due to inclement weather in 2025 Seascape has seen 12 cancellations in comparison to 6 in July of 2024.



## Adults & 50+

<b>50+ Events</b>	<b><u>Date</u></b>	<b><u>Enrolled</u></b>
Seniors out Socializing Early Bird-Perry's Steakhouse	7/11	11
Birthday Lunch	7/18	14
Pub Trivia	7/16	24
Seniors out Socializing Sweet Orange Pancake House	7/25	20
Lunch and Learn-Elderwerks	7/29	14

- A total of 85 Summer 50+ Pickleball Program passes have been sold as of 7/31. The program will continue outdoors at Fabbri Park through October 31.
- On August 12, the 50+ Drop In Pickleball program will resume at the Triphahn Center on Tuesdays and Thursdays from 8:30 am-12:00 pm. There will be 4 courts for drop-in and there will be fees charged. An email was sent to all 50+ pickleball players to make them aware of the fees. The pass options are as follows:
  - 1-Visit: \$5 In-District/ \$6 Out-of-District
  - 3-Visit Pass: \$12 In-District/ \$15 Out-of-District
  - 10-Visit Pass: \$30 In-District/ \$40 Out-of-District

## Special Events/Outreach

- Summer Sounds on the Green continued through July, though weather conditions impacted the schedule. Only two of the four concerts enjoyed favorable weather. The Tennessee Whiskey Band performance has been rescheduled for Thursday, August 21 at 7:00 p.m.
- The Fun Day in the Park Children's Entertainment Series, held on Fridays, faced challenges in July due to heat and rain, resulting in many performances being moved into the Triphahn Gym. Highlights included the Jeannie B. show and performances by HOTT Theatre.
- Freezy Fridays, held in partnership with the Police Department, have continued for July at Seascope and South Ridge. These continue to be enjoyed by all at each location.
- The Northwest Fourth Fest Kid Zone on July 4 and 5 featured children's entertainers, inflatables, and a petting zoo, all booked and staffed by the district. Extreme heat and humidity impacted attendance this year.
- UnPlug Illinois Day, held on July 12 at South Ridge Park from 10:00 a.m.–1:00 p.m., was a great success, drawing approximately 800 attendees and enjoying perfect weather. The event featured The Bubble Guy show, inflatables, a nature scavenger hunt, a kindness rock garden activity, Kona Ice, and several vendor booths, creating a fun family atmosphere.
- A Mobile Outreach Events was held on July 16 at Renew Apartments at Poplar Creek, with 30–40 participants throughout the 3:00–5:00 p.m. time slot.
- The district's annual Volunteer Appreciation Event took place at Seascope on July 29, with dinner provided and approximately 70 attendees.

### **Upcoming Events**

- The MORE van will be at the Hoffman Estates Chamber of Commerce Car Show on August 16 from 4:00-8:00 pm.
- Village of Hoffman Estates Germanfest, Platzkonzert, September 6 and 7 at Village Green.
- Fall Garage Sale, September 13 from 9:00 am to 2:00 pm at the Seascope lot.
- Planning is underway for Haunted Hoffman on October 18.

### **Friends of HEParks Days**

- Friends of HEParks Day, Decorate the Deck was held at Seascope on July 9 and raised \$712.50 for the Foundation.
- The next Friends of HEParks Day will be a Golf Day at Bridges on September 5.

## **Recreation Facilities Memberships/Room Rentals**

### **Triphahn Center Fitness**

	<u>07/31/2024</u>	<u>01/01/2025</u>	<u>07/31/2025</u>	<u>Var. */-</u>
Billed Members	558	623	676	+53
Healthcare Members	73	87	57	-30
<b>Total</b>	<b>631</b>	<b>710</b>	<b>733</b>	<b>+23</b>

- TC had 61 new members join in the month of July.
- TC Rental Total: 63 room rentals in the month of July.

### **Willow Rec Center Fitness & Racquetball**

	<u>07/31/2024</u>	<u>01/01/2025</u>	<u>07/31/2025</u>	<u>Var. */-</u>
Billed Members	139	135	127	-8
Health Care Members	3	6	2	-4
Racquetball	27	20	19	-1
<b>Total</b>	<b>166</b>	<b>161</b>	<b>148</b>	<b>-13</b>

- WRC had 4 new members join in the month of July.
- WRC Rental Total: 40 room rentals in the month of July.

### **Dog Park Memberships**

	<u>07/31/2024</u>	<u>01/01/2025</u>	<u>07/31/2025</u>	<u>Var. */-</u>
<b>Total</b>	<b>611</b>	<b>453</b>	<b>401</b>	<b>-52</b>

- The district is implementing several new procedures for Dog Park memberships. These include automated emails reminding owners when vaccinations or tests are about to expire, as well as automated emails notifying them of upcoming membership expirations. In addition, a new dedicated email address, [dogpark@heparks.org](mailto:dogpark@heparks.org), is being created to streamline communications and simplify the process of uploading documents.

MEMORANDUM NO. M25-075

**TO:** Recreation Committee  
**FROM:** Craig Talsma, Executive Director  
Brian Bechtold, Deputy Director  
**RE:** Facilities & Marketing Board Report  
**DATE:** August 19, 2025

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**Motion:**

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

**Bridges General Programs:**

- Bridges offered a second Toptracer Couples League for the end of the summer and has sold out with 20 Couples.
- Our next Music Night is Friday, August 15 at 5pm featuring Denise Armour.
- Our next Foundation Day will be Friday, September 5, where 100% of green fees will go toward the foundation.

**Golf Rounds**

MONTHLY ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
5,315	5,478	5,639	5,382	5,184	5,400
YTD ROUND TOTALS					
2021	2022	2023	2024	2025	5 Year Average
17,301	15,689	18,543	19,597	18,225	17,871

**Range Information**

MONTHLY RANGE BASKET SALES TOTALS					
2021	2022	2023	2024	2025	5 Year Average
3,407	2,951	3,462	3,719	3,446	3,397
YTD RANGE BASKET SALES TOTALS					
2020	2021	2022	2023	2024	5 Year Average
12,625	9,727	12,675	14,436	12,386	12,370

**Toptracer Hour Totals**

MONTHLY TOPTRACER RESERVATION HOUR TOTALS				
2022	2023	2024	2025	4 Year Average
598	754	776	804	733
YTD TOPTRACER RESERVATION HOUR TOTALS				
2022	2023	2024	2025	4 Year Average
2,063	3,594	4,403	4,241	3,575

## Food & Beverage

### July

3 breakfast meetings servicing 87 guests  
6 golf outings servicing 801 guests  
1 ceremony and reception servicing 137 guests  
1 shower servicing 36 guests  
1 Toptracer party servicing 30 guests

### August

2 showers servicing 125 guests  
1 birthday servicing 39 guests  
1 ceremony and reception servicing 136 guests  
7 golf outings servicing 840 guests

## Golf Outings

### 2025

Total Shotgun Events: 30 outings plus 2 grill station only and one no food

### 2024

Total Shotgun Events: 32

## Weddings

### 2026

2 reception only  
2 ceremony and reception

### 2025

9 ceremony and receptions. 2 cancelled.

### 2024

9 ceremony and receptions  
2 reception only



## July 2025

Membership Totals	<u>07/31/2024</u>	<u>01/01/2025</u>	<u>07/31/2025</u>	<u>Var. +/-</u>
Totals	2,780	3,020	3,297	+277

## Member Services/Sales & Fitness

- **July New Member Enrollments:** Once again the Club team has set a record with the most new member enrollments in July that we have had in over 15 years, enrolling 150 new members. This is another great monthly number, helping boost our overall enrollment. We expect new enrollments to slow slightly in the next couple of months

before they pick up again into the fall/winter. We offered an enrollment fee of \$29, reduced from the published rate of \$99. We have sold 228 student summer passes so far for the season.

- **Referral Program Success:** We had another successful month of member referrals, a key indicator of membership satisfaction. In July, we had 34 new members joining as the result of a referral from an existing member. Each referring member received a free month of dues!
- **United Healthcare Renew Active Program:** We had 115 Renew Active pass holders visit the Club in July, with 3 new members joining through this program in July.
- **Member Engagement and Facility Usage:** July saw 2,574 unique member visits, meaning approximately 78% of our total members actively used the facility during the month.
- **Community Outreach:**
  - Our outdoor fitness offerings continued in July where we offered a variety of outdoor fitness both in the parks as well as at the Hideaway Brew Garden. Though some of these events were cancelled due to rain, we did run a few, always with great feedback
  - The Club took part in a 5K *New Balance Brew Run* that was hosted by Dick Pond Hoffman Estates at The Hideaway Brew Garden. The Club Fitness Manager set up a table and promoted The Club at the event.
- **Facility Rentals:** Facility rental numbers were steady with our regular rental groups.
  - 25 volleyball rentals
  - 14 pickleball court rentals
  - 6 pickleball group classes
  - 6 room rentals
  - 1 birthday party
  - 2 basketball court rentals
  - 1 overnight lock-in
- **Fitness Team/Operations Team Initiatives:**
  - The Club hosted a very successful week-long Chicago Bulls Basketball Camp in July.
  - The new indoor/outdoor pool deck furniture has arrived and looks amazing!
  - The annual pool maintenance started at the end of July. Club staff worked with the Seascape Manager to relocate some aqua classes to Seascape as well as getting members access to Seascape during the closure.

## **TC Ice Operations**

### **General**

- The rinks have been touched up with paint and Rink 2 will begin to refill in late August.
- Tryouts and Evaluations are upcoming for Timberwolves, Wolverines and Wolf Pack.
- Speed Skating & Starlights have begun their Fall ice.
- Hosting Steel Ice Breaker Tournament 9/5-9/7, officially kicking off our fall season.
- Working on finalizing all ice times for fall including Wolverines game schedules.

### Figure Skating

- Fall classes start the week of August 18; we currently have 106 enrolled and counting.
- We had 16 skaters from our rink attend Excel Nationals in Colorado Springs where 15 of our girls medaled and 3 won a national title.
- Hoffman Skating Academy- Competition team is starting back up with our first competition in December in Highland Park. We will have 3 competition teams this year.
- We are working on finalizing details for our annual Pink the Rink exhibition event that will take place at the beginning of October.
- Teams have been re-registered for our high school team, and we are looking forward to another competition season. We will have 3 teams again this year.

### Public Skate

- Working on getting events together for the fall season including Spooky Skate.
- Depending on ice schedule, we are looking at adding more public skates for the fall season.
- Three (3) Public Skates were held in July totaling 165 patrons

### Hockey

- Hosted “Try Hockey Free” and “Try Goalie Free” events on 7/26 with over 40 participants
- Additional “Try Hockey Free” events scheduled for August including a “Girls Try Hockey Free”
- Registration for Wolf Pack fall teams opened for returning Wolf Pack players on 7/14, and all other players on 7/18.
- Wolverines’ girls 10U and 12U fall tryouts will be mid-August
- Fall hockey learn-to-skate/learn-to-play class registration is open, and classes will start mid-August.
- Summer Camp for hockey has ended totaling 186 participants compared to 149 last year.



### **Marketing Report**

#### **BRIDGES**

In July, Bridges continued to highlight its golf activities and seasonal events through a variety of marketing campaigns. Creative collateral was designed for golf outings, Toptracer Range, and Beer Garden events, with updates made to the marquee signs and events page. New promotions were made for Toptracer Range, Yappy Hour, and Live Music. Wedding marketing campaigns continued via Facebook ads and the EverBridal, The Knot/WeddingWire and Zola platforms. Targeted emails throughout the month promoted Open Play shotgun dates, TaylorMade club fitting experiences, golf lessons, weddings, social events, and upcoming Toptracer Range competitions.

## **THE CLUB**

In July, The Club continued their digital marketing efforts through Facebook ads promoting monthly member specials while improving leads by 152%. SEO improved with targeted keywords increasing search engine rankings. Marketing collateral was created to promote monthly member specials; pickleball clinics/leagues; pop-up classes at The Club, in the parks, and at Seascape, along with updating the online event page. The “Limit Cell Phone Use While on Equipment” campaign continues to have positive feedback. Prepared posters, email blasts, and internal communication to alert members about annual pool maintenance and parking lot resurfacing.

## **OTHER**

In July, staff continued engaging with the community to promote park district programs and events. Team members attended the 4<sup>th</sup> of July parade, local community events and participated in the HE Chamber golf committee to support their outing at Bridges. Attendance at HE Chamber and SBA events provided an opportunity to further promote park district initiatives and strengthen community relationships.

### **All District May C&M Production Metrics**

In July, the Communications & Marketing (C&M) team advanced a broad portfolio of campaigns and production work, launching 9 major integrated campaigns including the Fall Program Guide/Flipbook, Twirling Twisters Baton Corp, Fall HEParks Hiring, Find Your Fun, Preschool Registration, STAR Program Registration, Summer Seascape Events and Daily Tickets, Fall Youth House Soccer League, and new Enrichment Programs. These efforts were supported by generating social media, email, and on-site promotional collateral to drive participation and visibility.

Production output remained high, with 95 production tasks and 95 subtasks completed. Deliverables included posters, flyers, final Flipbook editing and production, A-frame signage updates, billboard marquees, and consistent social listening, commenting, and posting. Website redevelopment work with Prolific Digital progressed significantly, with finalization of user personas, definition of the top navigation structure, and incorporation of both panel and executive feedback into homepage refinements.

Digital engagement remained strong with 133 social media posts published across three platforms and 10 email newsletters distributed (Open Rate: 38.27%, Click Rate: 0.68%). Website traffic reached 20,000 active users—down 13% from June which is typical for a vacationing resident base during July. Search engine visibility continued to reflect strong brand recognition, with top Google queries including “Hoffman Estates Park District,” “Seascape,” and “pools near me.”

The C&M team also supported in-person community engagement at Unplug Illinois Day on July 12, reinforcing the District’s commitment to connecting residents with programs and facilities both online and on-site.

<b>Metric Category</b>	<b>C&amp;M - District</b>	<b>Bridges</b>	<b>The Club</b>
<b>Area Summary</b>	Planned and launched Fall advertising campaigns, built Fall event pages, and promoted them across local calendars. Advanced several targeted campaigns to increase program visibility and participation, using coordinated social media, email, and on-site promotions. Continued website redevelopment work with Prolific Digital, finalizing user personas, defining the top navigation structure, and incorporating panel and executive feedback into homepage refinements.	Golf Outings and Toptracer Range continue to drive engagement; consistent wedding marketing leads; event attendance is great with ongoing support from creative collateral and signage.	Continued growth in website and local SEO with an increase in search engine rankings (seven 1 <sup>st</sup> place rankings on Google). Pop-Up Classes continue to be popular among members and the public.
<b>Campaigns</b>	Fall Program Guide/Flipbook, Twirling Twisters Baton Corp, Fall HEParks Hiring, Find Your Fun, Preschool Registration, STAR Program Registration, Summer Seascape Events and Daily Tickets, Fall Youth House Soccer League, and NEW Enrichment Programs.	Golf Outings, Toptracer Range, Weddings, Live Music, and Yappy Hour	Pop-Up Classes, Member Promotions
<b>Marketing Materials</b>	Posters, flyers, final Flipbook editing and production, a-frame signage updates, billboard marquees, social listening, commenting and social posting.	Event page updates, golf outing signage, driving range signage, Beer Garden signage, marquee	Event page updates, posters, tabloids, flyers and new VOHE marquees
<b>Social Media Posts</b>	133 across 3 platforms	36 total posts across 2 platforms	78 total posts across 2 platforms
<b>Email Campaigns Sent</b>	10 email newsletters sent	14 targeted blasts	N/A
- Open Rate (%)	38.27%	44%	N/A
- Click Rate (%)	0.68%	4.5%	N/A
<b>Website Traffic (Users)</b>	20k users ↓ 13.04% from June	N/A	3,910 total users



<b>Metric Category</b>	<b>C&amp;M - District</b>	<b>Bridges</b>	<b>The Club</b>
<b>Top Pages / Content</b>	WebTrac Activity Search Page, WebTrac Splash page, HEParks homepage, Seascape Page, WebTrac Login Page, Explore Programs Page, WebTrac Shopping Cart, and Summer Camp Page	N/A	Home page, membership, class schedule, swimming, and guest visits
<b>Top Google Queries</b>	“hoffman estates park district” “seascape” “seascape family aquatic center” “heparks” “seascape hoffman estates” “hoffman estates pool” he parks” hepd” “hoffman estates park district jobs” “pools near me”	N/A	gym Hoffman Estates, fitness center South Barrington, gym South Barrington and health club South Barrington
<b>Community Events Attended</b>	Community Fishing Derby	4 <sup>th</sup> of July parade, HE Chamber Golf Committee, HE Chamber Events, SBA Events	HE Chamber Events, SBA Events