



**AGENDA**  
**REGULAR BOARD MEETING NO. 1121**  
**TUESDAY, FEBRUARY 24, 2026**  
**7:00 p.m.**  
**Triphahn Center**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA  
*Motion to approve the agenda as presented. (voice vote)*
4. COMMENTS FROM THE AUDIENCE
5. RECESS FOR A&F COMMITTEE MEETING  
*Motion to recess the Board Meeting for the purpose of convening the Administration & Finance Committee Meeting. (voice vote)*
6. RECONVENE FOLLOWING A&F COMMITTEE MEETING  
*Motion to reconvene the Board Meeting. (voice vote)*
7. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))  
*Motion to approve the Consent Agenda items A through J. (roll call)*
  - A. Furnish and Install Vinyl Flooring at Triphahn Center / M26-018 (see B&G February packet)
  - B. SD54 IGA Renewal 2026-2032 / M26-014 (see Rec & Facilities February packet)
  - C. Surplus Ordinance / M26-019 / O26-003 (see A&F February packet)
  - D. Open and Paid Invoice Register: \$1,539,866.98 (see A&F February packet)
  - E. Revenue and Expenditure Report (See A&F February packet)
  - F. Acceptance of B&G Minutes 1/20/2026 (see B&G February packet)
  - G. Acceptance of Rec & Facilities 1/20/2026 (see Rec & Facilities February packet)
  - H. Acceptance of A&F Minutes 1/27/2026 (see A&F February packet)
  - I. Approval of Regular Board Meeting Minutes 1/27/2026
  - J. Approval of Public Hearing Minutes 1/20/2026
8. PRESIDENT'S REPORT
9. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT  
*Motion to adopt the Executive Director's Report as presented. (voice vote)*
10. OLD BUSINESS



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11. NEW BUSINESS
12. COMMISSIONER COMMENTS
13. ADJOURNMENT  
*Motion to adjourn the meeting. (voice vote)*

**MINUTES**  
**REGULAR BOARD MEETING NO. 1120**  
**January 27, 2026**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on January 27, 2026, at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: Commissioner MacGregor

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Administrative Services Rivas, Director of Finance Vogt, Director of Recreation Sweeney, Executive Assistant Flynn,

Audience: Comm Reps Dowling, L. Henderson, Harner, Wilson and Winner, Christine Tusa, Oluremi Odediran, Nick Wirth

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

Commissioner Chhatwani made a motion, seconded by Commissioner Kaplan, to approve the agenda as presented.

Executive Director Talsma said that item A on the Consent Agenda will be moved to New Business.

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve motion as amended. The motion carried by voice vote.

**4. Recognition**

President Friedman recognized Christine Tusa for her 20 years of service to the district.

President Friedman recognized the Employees of the 4<sup>th</sup> Quarter (Paula McCorkle-PT and Nick Wirth-FT).

President Friedman recognized the Employees of the Year (Brian Smith-PT and Adam Mogilinski-FT).

President Friedman recognized the Best of Hoffman for 4Q2025 and Best of the Best for 2025 (volunteer): Oluremi Odediran

**6. Comments from the Audience:**

None

**7. Recess for A&F Committee Meeting:**

Commissioner Kaplan made a motion, seconded by Commissioner Chhatwani to recess the Board Meeting at 7:12 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

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

Commissioner Chhatwani made a motion, seconded by Commissioner Kaplan to reconvene to the Regular Board Meeting at 7:34 p.m. The motion carried by voice vote.

**9. Consent Agenda:**

Commissioner MacGregor made a motion, seconded by Commissioner Kaplan to approve the consent agenda items B through O.

On a Roll Call: Carried 6-0-1

Ayes: 6 Chhatwani, Evans, Friedman, Kaplan, Dressler, McGinn

Nays: 0

Absent: 1 MacGregor

- B. 2026 Court Repairs and Color Coating at Multiple Locations / M26-003 (see B&G January packet)
- C. Mowing Services / M26-002 (see B&G January packet)
- D. Mower Purchase / M26-004 (see B&G January packet)
- E. Banquet Chair Purchase for Bridges / M26-008 (see Rec & Facilities January packet)
- F. 2026 Budget & Appropriation Ordinance / M26-012 / O26-002 (see A&F January packet)
- G. 2025 Tax Levy Abatement Ordinance / M26-006 / O26-001 (see A&F January packet)
- H. Resolution Committing Revenues of BPC and The Club / M26-010 / R26-001 (see A&F January packet)
- I. Open and Paid Invoice Register: \$3,469,338.84 (see A&F January packet)
- J. Revenue and Expenditure Report (See A&F January packet)
- K. Acceptance of B&G Minutes 11/18/2025 (see B&G January packet)
- L. Acceptance of Rec & Facilities 11/18/2025 (see Rec & Facilities January packet)
- M. Acceptance of A&F Minutes 12/16/2026 (see A&F January packet)
- N. Approval of Special Board Meeting Minutes 12/9/2025
- O. Approval of Regular Board Meeting Minutes 12/16/2025

**10. President's Report**

President Friedman highlighted the following:

- Nick Wirth is doing a very good job with basketball.
- Basketball is alive and well here; President Friedman is coaching a girls' feeder team.
- Thursday night at Conference will be the pizza night.
- Enjoy the conference.

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

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

The motion carried by voice vote.

**12. Old Business:**

None

**13. New Business:**

A. 2026 Asphalt Repairs, Sealcoating and Striping / M26-001

This bid was done correctly, but staff decided to add the alternate items to the motion, as we had additional funds in ADA which could go toward this project, and would allow us to do path repairs at Fabbrini and Hunters Ridge Park.

Commissioner McGinn made a motion, seconded by Commissioner Kaplan to approve an extra \$49,042.60, added to the original amount in the memo of \$218,722.83, and to award the asphalt repairs, crack filling and sealcoating bid project to Schroeder Asphalt Services, Inc. for a total of \$267,765.43.

On a Roll Call: Carried 6-0-1  
Ayes: 6 Chhatwani, Evans, Friedman, Kaplan, Dressler, McGinn  
Nays: 0  
Absent: 1 MacGregor

**14. Commissioner Comments:**

Commissioner McGinn said he has seen the basketball here on the weekends and try hockey for free was well-attended also. School District 54 rented out the rink for a fundraiser as well.

Commissioner Kaplan said he saw several guys painting here one night, and there is a lot of hockey happening as well.

Executive Director Talsma said the flooring installation at TC will be above the required bid limit, so we will bring this to the board for approval.

Commissioner Dressler thanked Deputy Director Bechtold, Brian Wright and Karrie Miletic for their support at the Celebration of Excellence. She is excited about the conference this weekend. Executive Director Talsma added that Commissioner Dressler was recognized as a finalist for Woman of the Year by the Chamber of Commerce.

Commissioner Chhatwani said she is looking forward to conference.

Commissioner Evans noted an IT problem he had with the slides at the Chamber of Commerce event, but everything is now correctly posted on LinkedIn and the Chamber website. He is looking forward to conference and bringing back his ideas.

**15. Adjournment:**

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani, to adjourn the meeting at 7:44 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

**MINUTES  
PUBLIC HEARING  
BUDGET AND APPROPRIATIONS ORDINANCE  
January 20, 2026**

**1. Call to Order**

Executive Director Talsma called the meeting to order at 7:00 p.m.

**2. Public Input**

No comments from the audience.

**3. Adjournment:**

The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT  
REGULAR BOARD MEETING NO. 1121**

**EXECUTIVE DIRECTOR'S REPORT**

**February 2026**

**PARKS DIVISION REPORT**

**MOTION**

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

**ADMINISTRATION & CAPITAL PROJECTS**

**TC Renovations**

Four new cubicle offices have been completed in the admin office area; we are just waiting on the doors for these cubicles to arrive. We are also waiting on the glass installation and door installation for the new conference room which should be completed within the next two weeks. The conversion from carpet to vinyl in the public areas of the building has been bid out and will begin this March. New lights are starting to be replaced in the hallways by in-house staff and our lighting contractor is planning to complete the office spaces in the coming weeks. The replacement of the windows in the board room, Room 114 and the administration offices will go to the board for approval in April.

**AQUATICS AND BUILDINGS**

***Triphahn Center:***

- Ceiling tile installation was completed in the admin area, mail room, rear entry door areas, and kitchen. Ceiling tile replacement was done in both finance offices.
- Drywall was delivered from the Maintenance Shop to TC and installed in new conference room. Drywall mud, sanding, and painting were then completed for the conference room.
- Hallways and lobby area were painted by Parks crew, along with contractors. All signs, etc. that were removed for painting were rehung and parks staff completed clean-up.
- New desks were built and set-up for Linda and Kevin's offices, and two desks built in new cubicles in admin area.
- Dry-erase boards and bulletin boards were hung in HR offices and shelves installed in mail room.
- Roof leaks and repairs were completed by Olsson Roofing.
- Anderson Lock replaced handles/locks on the locker room doors that lead to hot tub area.
- Emergency exit doors between the new and old building had center mullion replaced by Anderson Lock.
- Windscreens were repaired as needed around TC parking lot.

- New faucet and sink were installed in admin offices and shutoff valves replaced.
- Installed point of use hot water heater in admin office.
- Elevator category testing was completed, with all units passing.
- Motor in main common area elevator went bad and repairs have been scheduled.
- Replaced burnt out light fixture in lower-level locker room 8.
- Overhead door switch on Zam Room exterior door was replaced.
- Continued updating child safety outlets where needed.
- Replaced the water jacket motor and mechanical seal on the ice compressors cooling system.

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

- Spa boiler was throwing a code for air switch. When checked, found areas where heat became excessive due to degradation of combustion chamber seals. Replaced the fire seal and boiler is operational, however, it is at the end of life and a replacement has been ordered.
- New speakers were installed for the Spin Room.
- Manually cleaned fingers and changed filter media lap pool defender.
- Belts were replaced on makeup air unit for the boiler room and new belts installed on RTU2.
- Met with state Fire Marshal to clarify boiler compliance for the steam room boilers (paperwork was not entered properly by Travelers Insurance). Fire Marshal approved boiler certificates.
- Elevator category testing was performed and passed.
- Replaced failing bearing housing coupler on spa boiler.
- Lap pool gutter grate had a tab support break off causing uneven height where the ends join. Installed a new support block to resolve issue.

***Willow Rec:***

- Sink installation in the first room was completed.
- Installed new backup battery for the elevator. Category re-test was completed and the unit passed.

***Vogelei:***

- Bleachers were built for upstairs sports room at the barn and new soccer net added.
- Installed new wall-mounted fan.
- Replaced broken light fixtures and installed new covers.
- New lighting was installed in upper level of the barn and raised about four feet.

***Bridges:***

- Thermostat was replaced in the Poplar Room.
- New motor and gearbox were installed in Bay 8 at Top Tracer.
- Shutoff valves were replaced in halfway house after building staff removed equipment and new GFCI installed.
- Thermostats for Reznor unit heaters in golf maintenance were checked for functionality and replaced if needed, along with batteries.

***Seascape:***

- Total Fire has repaired the frozen backflow to the dry system sprinkler. The alarm team is scheduled to re-activate the system.

## PARKS

### *Parks & Forestry:*

- Snow removal and salting were done at all buildings and parks, as well as city sidewalks.
- Monitored ice depths where skating/ice fishing are permitted and changed ice safety flags accordingly.
- Windscreens were removed from Pine and Cannon fencelines.
- Tree maintenance and dead tree clean up were done at Brittany Park and Black Bear.
- Continued with cleaning native seeds for storing.

### *Playgrounds:*

- Conducted routine playground checks and inspections.
- Garbage routes/litter removal done at all parks, playgrounds, and dog parks.

## RECREATION DIVISION REPORT

### **Motion:**

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

### **Recreation Division**

- The spring flipbook went live on Thursday, January 22 and all programs are open for registration.
- 2026/2027 Preschool Priority registration began on February 2 for current preschool families and will open to the public on March 2.
- Seascape passes went on sale on February 4 for the 2026 season.
- Summer Camp registration will go live on February 10.

### **Early Childhood**

- Preschool resumed on January 5.
- Parent/Teacher conferences occurred January 29-30.
- Preschool open houses are scheduled for March 3 at TC and March 4 at WRC.
- Mini Movers began at WRC on Tuesday mornings from 9:30 to 10:30am. Mini Movers at TC consistently has a couple of families in attendance each week.
- The time for Adventure Academy classes was moved from 4:30 to 5:30pm to try to accommodate more families' schedules.

<b>Preschool</b>	<b>24/25 WRC</b>	<b>25/26 WRC</b>	<b>24/25 TC</b>	<b>25/26 TC</b>
2's Playschool	6	N/A	10	10
3's Playschool	N/A	N/A	6	9
3's & 4's Preschool	34	33	60	55
<b>Total</b>	<b>40</b>	<b>33</b>	<b>76</b>	<b>74</b>

### Enrichment Classes – Winter Session

Name	TC	WRC
Lunchbox Adventures	7	8
Little Innovators Academy	6	9
Preschool Book Club	Cancelled	7
Playdough Power	N/A	12
Four Seasons Explorers	8	N/A

### School-Age STAR

- There are 451 STAR Enrollments for the 2025/2026 school year, which includes 17 children covered by CCAP (Child Care Assistance Program – IL).
- As of January 30, there are 81 children on the waitlist, the majority of which are at Whiteley (50). The staff has moved over 90 students off the waitlist and are actively working on hiring additional STAR counselors.

District 54	Before 3 days	After 3 days	Before 5 days	After 5 days	24/25 Enrollment (for the year)	25/26 Enrollment (as of 1/30)
Armstrong	4	7	19	19	57	53
Fairview	5	9	11	16	42	47
Lakeview	1	5	7	24	37	37
MacArthur	8	17	37	43	92	106
Muir	3	6	12	20	47	40
Lincoln Prairie	6	14	18	16	44	58
<b>District 15</b>						
Whiteley	6	11	30	55	109	110
<b>Total</b>	<b>29</b>	<b>72</b>	<b>148</b>	<b>208</b>	<b>428</b>	<b>451</b>

### School Days Off/Break Camps

- 61 participants attended the January 19 and 20 School Days Off program.
- There are currently 63 participants registered for the February 13, 16 and 17 Days Off School program.

### Dance/Baton

Dance Activity	Winter 2025 (Classes offered)	Winter 2026 (Classes offered)	Winter 2025	Winter 2026
Junior Company	1	1	7	7
Performance Company	1	1	9	9
Star Dance Company	1 (4 levels)	1 (5 levels)	28	35
Company Tap	2	3	10	21
Creative Movement	0	1	0	4

Ballet/Tap	7	7	50	70
Ballet/Jazz	5	6	40	47
Jazz/Hip Hop	5	5	47	55
Tap	1	2	4	11
Specialty	2	5	27	37
<b>Total</b>	<b>25</b>	<b>32</b>	<b>229</b>	<b>296</b>

- There were 15 private lessons in January.

## Athletics

- Drop-in gymnastics at the Willow Center Gymnastics Studio on Fridays continues to be popular.
- Our new gymnastics studio is bringing in solid numbers, and the offering of indoor soccer options has been popular as well.

Youth Sports Activity	Winter 2025	Winter 2026
Shotokan Karate	134	123
Tae Kwon Do	20	15
Hot Shots Sports	42	45
VolleyKidz	N/A	39
Gymnastics	115	196
Indoor Futsal	N/A	29
HUSC Indoor Soccer Fundamentals/TOCA	N/A	30
<b>Total</b>	<b>311</b>	<b>477</b>

## Youth Basketball

Youth Basketball games began the weekend of January 10. Registration numbers are provided below. The 1st/2nd grade programs compete in-house, while teams in grades 3rd–8th participate in the Palatine League alongside other surrounding communities.

The season is off to a strong start and progressing well across all levels. Boys’ and girls’ teams in grades 5th–8th will also take part in an end-of-season tournament on Saturday, March 7. Staff is looking forward to a strong push through February as all teams work to finish the season on a high note.

Grade/Program	2024/2025	2025/2026	+ or -
Little Hoopers	71	84	+13
1 <sup>st</sup> /2 <sup>nd</sup> Grade	82	85	+3
3 <sup>rd</sup> /4 <sup>th</sup> Boys	63	54	-9
3 <sup>rd</sup> /4 <sup>th</sup> Girls	22	7	-15
5 <sup>th</sup> /6 <sup>th</sup> Boys	38	38	0

5 <sup>th</sup> /6 <sup>th</sup> Girls	21	10	-11
7 <sup>th</sup> /8 <sup>th</sup> Boys	38	37	-1
7 <sup>th</sup> /8 <sup>th</sup> Girls	7	11	+4
<b>Total</b>	<b>342</b>	<b>326</b>	<b>-16</b>

## Adult Basketball

Men’s Adult Basketball began playing games on January 21. Due to limited gym space, we have been utilizing the Timber Trails gym. A total of seven teams are participating. We continue to see growth in our men’s league program and look forward to expanding the program.

### Field Rentals

Staff continue working on securing rental agreements for the 2026 season.

### Pickle Ball League

The Adult Pickleball League began on January 5 with 12 total teams participating.

## Aquatics

- Winter Session 1 began on January 6 and will conclude on Feb 14.
- To increase private swim private lessons, staff has offered 3 additional timeslots Tuesday and Thursday evenings from 7:00 pm – 7:30 pm.

Type of Lesson	Winter 2025 Sessions 1	Winter 2026 Sessions 1
Parent/Tot	14	10
Tots	8	10
Group Classes	76	56
Adult	4	0
Scholarships	2	5
Private Swim Lessons	0	6
<b>Total</b>	<b>104</b>	<b>87</b>

## Adults & 50+

- The Senior Programs Manager attended the Commission for Senior Citizens meeting at the Village on January 13 as well as the Moretti’s Senior Luncheon on January 21, and distributed flyers and brochures.

50+ Programs/Events	<u>Date</u>	<u>Enrolled</u>
Tai Chi	1/7-2/11	8
Yoga for Arthritis	1/7 – 2/25	4
Movement Expressions	1/8-2/26	6

Seated Yoga	1/8-1/29	4
Seniors out Socializing- The Saddle Room	1/14	10
January Birthday Lunch	1/23	Cancelled Due to Weather
Seniors out Socializing- Bella Napoli	1/30	11

<b>50+ Drop-In Programs-January</b>	<b><u>Days Offered</u></b>	<b><u>January Total Visits</u></b>
Pickleball	T, TH	175
Volleyball	M, T, F	239
Card and Games	T, TH, F	167
Mahjongg	W	71
Ping Pong	M-F	110
Billiards	M-F	11
Wii Bowling	T, TH	43
Book Club	4 <sup>th</sup> Monday	20
Stitching Stars	F	12
Crafting Club	1 <sup>st</sup> & 3 <sup>rd</sup> Monday	7
<b>January Total</b>		<b>843</b>

- Six 10-Pack Pickleball passes were sold in January. To date, 39 passes have been sold.

## Special Events/Outreach

- The Supt. Of Outreach assisted with the MLK breakfast on January 19 at Village Hall. Tony Bradburn spoke, and the Holy Hark Angels Choir from a local church sang as well. The event was very well attended with 210 attendees.
- Village planning meetings attended this month:
  - January 6-Cultural Awareness Commission
  - January 8-Fourth Fest
  - January 19-Arts Commission
  - January 21-Village Senior luncheon at Moretti's
- A senior program collaboration meeting was held on January 19 with the Superintendent of Community Outreach, the Program Manager of Seniors, and Monica Saavedra, Director of Human & Health Services for the Village. Moving forward, increased cross-marketing efforts will be implemented between the Village's senior programs and HEParks' 50+ programming. In addition, the Triphahn Center will serve as a host site for select smaller Village senior events.
- The Chamber of Commerce Gala was attended by Deputy Director Bechtold, Supt. Miletic and Marketing Manager, Brian Wright, on January 22.

- In February, the HE Police Community Outreach officers will be meeting with the Supt. of Community Outreach on more partnerships with Mobile Outreach and teens for the summer.

### **Upcoming Outreach/Events**

- The Daddy/Daughter Moonlight Stroll will be held Friday, February 6 at Bridges. There are 140 dads & daughters enrolled for this memorable evening.
- Mom/Son Country Western night will be March 7 at Triphahn.
- Puzzlemania, an Adult/Family event, is February 20 at Triphahn.
- The Supt. Of Outreach is assisting at the Black History Month celebration at Village Hall on February 21 from 2:00 to 4:00 pm.

### **Friends of HEParks Days**

The 2026 Friend of HEParks dates have been finalized. The first event of the year will be a St. Patrick's Skate at Triphahn on March 15 from 11:30 am to 1:00 pm.

## **Marketing Report**

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

In January, the Communications & Marketing team finalized and launched the Spring Program Guide and Interactive Flipbook, which went live on January 22, along with a coordinated public marketing campaign. The team also developed a new design and layout for the Summer Camp Program Guide and Interactive Flipbook, scheduled to launch on February 10. In addition, staff continued reviewing and updating content for the new website.

Marketing supported four integrated campaigns across digital, print, email, and community channels. Deliverables included email campaigns, social media content, posters, event pages, signage, and onsite event support.

The team developed and distributed eight HEParks email campaigns over the month, expanding outreach and audience engagement across key initiatives.

January email performance declined slightly compared to the prior month, with an average open rate of 25.21% versus 29.46% in December.

Website reach increased modestly in January, with 28,850 users compared to 27,000 in December, a 6.9% month-over-month increase continuing an overall upward growth trend.

## FACILITIES AND MARKETING DIVISION REPORT

### **Motion:**

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

### **Bridges General Programs:**

- Preferred Tee Time contracts have once again been sent out using our electronic form software PandaDoc. The deadline for the renewal is February 13 for the early bird discount. Currently we have 10 contracts that have been renewed for this season, and we do expect all groups to return.
- Staff has created our Bridges of Poplar Creek Event Schedule for 2026, as shown below:

#### Golf Events – 8 Total

- March Madness – Saturday, March 21
- Par 3 Challenge – Wednesday, April 8
- Senior Spring Scramble #1 – Wednesday, April 22
- Senior Spring Scramble #2 – Wednesday, May 13
- Senior Fall Scramble #1 – Wednesday, September 30
- 4 Person Fall Scramble #1 – Sunday, October 18
- Senior Fall Scramble #2 – Wednesday, October 21
- Turkey Shoot - Saturday, November 7

#### Foundation Days – 4 Total

- Saturday, April 25 – Toptracer
- Monday, June 1 – Golf
- Friday, September 4 – Golf
- Saturday, October 3 – Toptracer

#### Golf Leagues

- Ladies 9 Hole League – June 2 to August 25 (13 Weeks)

#### Toptracer Events – 3 Events

- TT 2 Person Best Ball Event – Saturday, March 7
- TT 4 Person Masters Scramble – Friday, April 10
- TT 4 Person Scramble – Saturday, November 14

#### Toptracer Leagues – 8 Leagues

- Spring Individual League – Mondays, March 9 – April 21
- Spring 4 Person Team League – Wednesdays, March 11 – April 15
- Spring 2 Person Team League – Thursdays, March 12 – April 16
- High School League - Tuesdays & Thursday, June 2 – June 18 and July 7
- Couples League #1 - Wednesdays, June 17 – July 22
- High School League - Tuesdays & Thursdays, July 7 – July 23

- Couples League #2 - Wednesdays, August 12 – September 16
- Fall 2 Person Team League – Mondays, October 5 – November 9
- Fall 4 Person Team League – Wednesdays, October 7 – November 11
- Fall 2 Person Team League – Thursdays, October 8 – November 12

Holiday Events, and Bar & Beer Garden Schedule (additional Events will be added as entertainment and vendors are secured)

- Fish Fry
  - February 20 – April 3 – Fish Fry
  - February 20 – Live music (Denise Armour)
  - March 13 – Live music (Lakeside City Duo)
  - March 27 – Live music (Ivy Noemi)
- March 28 – Breakfast with Bunny
- April 11 - TT Family Day(1pm-3pm)
- May 22 – Live Music – The Sting Rays
- June 27 – Live Music – Lakeside City
- August 28 – Live Music – The King of Mars
- Yappy Hour Events – To be announced soon!
- Fall - TT Family Day – To be announced soon!
- December 5 – Winter Fest & Breakfast with Santa

**Golf Rounds**

MONTHLY ROUND TOTALS					
2022	2023	2024	2025	2026	5 Year Average
0	0	0	0	0	0
YTD ROUND TOTALS					
2022	2023	2024	2025	2026	5 Year Average
0	0	0	0	0	0

**Range Information**

MONTHLY RANGE BASKET SALES TOTALS					
2022	2023	2024	2025	2026	5 Year Average
0	84	12	15	21	26
YTD RANGE BASKET SALES TOTALS					
2022	2023	2024	2025	2026	5 Year Average
0	84	12	15	21	26

## Toptracer Hour Totals

MONTHLY TOPTRACER RESERVATION HOUR TOTALS					
2022	2023	2024	2025	2026	4 Year Average
Still under construction.	126	106	163	117	128
YTD TOPTRACER RESERVATION HOUR TOTALS					
2022	2023	2024	2025	2026	4 Year Average
Still under construction.	126	106	163	117	128

## Food & Beverage

### January

3 baby showers servicing 125 guests  
 1 breakfast meeting servicing 30 guests  
 1 baptism servicing 41 guests  
 1 bridal shower servicing 33 guests

### February

1 baby shower servicing 35 guests  
 1 bridal shower servicing 50 guests  
 1 breakfast meeting servicing 35 guests  
 2 all-day meetings servicing 76 guests  
 Breakfast with Bunny reservations start on the 23<sup>rd</sup>  
 Fish Fry starts on the 20th

### Golf Outings

2026 - all contracts sent

2025

33 plus 2 grill station only and one no food

2024

32 total Shotgun Events

### Weddings

2027

1 ceremony and reception

2026

1 ceremony only

2 receptions only  
6 ceremony and reception

2025  
9 ceremony and receptions. 2 cancelled

2024  
9 ceremony and receptions, 2 receptions only

**Marketing BRIDGES**

In January, Bridges promoted upcoming golf and special events for 2026 through a variety of marketing campaigns, both in print and online. Promotions were executed for Toptracer Range, Fish Fry, and Breakfast with Bunny and updates were made to the marquee and website event pages. Targeted emails throughout the month promoted Toptracer Range open (weather permitting), Toptracer Range leagues, Fish Fry dates, and Breakfast with Bunny.

<b>Metric Category</b>	<b>Bridges</b>
<b>Area Summary</b>	Promoted 2026 golf and special events: updated Tap Inn and Fish Fry menus, golf outing sheets. Highlighted Breakfast with Bunny (date for making reservations), Live Music at Fish Fry, and updated golf and events on websites for registration, etc.
<b>Campaigns</b>	Toptracer Range Open, 2026 Events, Fish Fry, Toptracer Range Leagues, Breakfast with Bunny
<b>Marketing Materials</b>	Website event updates, Fish Fry menus and collateral, 2026 Events collateral, and marquee
<b>Social Media Posts</b>	12 total posts across 2 platforms (FB & IG)
<b>Email Campaigns Sent</b>	9 targeted blasts
- Open Rate (%)	49%
- Click Through Rate (%)	3%
<b>C&amp;M Community Events Attended</b>	HE Chamber Board Meeting, HE Chamber Events, SBA Events, IPRA/IAPD Conference

**OTHER**

In January, staff continued to promote park district programs and events throughout the community. The Facilities C&M Manager attended the monthly HE Chamber Board of Directors meeting along with the Celebration of Excellence dinner. Attendance at HE Chamber and SBA events provided an opportunity to further promote park district initiatives and strengthen community relationships.

Staff attended the IPRA/IAPD Soaring to New Heights conference, gathered new marketing strategies and insights.

Brian Wright earned his CPRP certification after successfully passing the exam.



**January 2026**

<b>Membership Totals</b>	<u>1/31/2025</u>	<u>01/01/2026</u>	<u>01/31/2026</u>	<u>Var. +/-</u>
Totals	3,107	3,348	3,311	-37

**Member Services/Sales & Fitness**

- **January New Member Enrollments:** The Club finished January new enrollments with 163 new members enrolled in January. This enrollment number is on the lower end of expectations for January, and it likely was due to the monthly rate increase. We find enrollment rates slow temporarily when we introduce a rate increase but rebound later in the year. The Club team announced a rate increase of \$5-\$10 per member (dependent on membership type) effective as of January 2026. We processed quite a few cancellations citing the rate increase, though some did transfer over to TC/Willow fitness centers when we told them about these centers as options.
- **Referral Program Success:** Member referrals are a key indicator of membership satisfaction. In January, we had 39 new members joining as the result of a referral from an existing member; this is 24% of new members this month being referred to us from existing members! Each member referring received a free month of dues.
- **United Healthcare Renew Active Program:** We had 125 Renew Active pass holders visit the Club in January, with 7 new members joining through this program this month.
- **Member Engagement and Facility Usage:** We had 2,898 unique visits this month, meaning 87% of active members used the facility at least once in the month of January. This indicates a very high participation number in relation to total number of members. High participation indicates people are using what they pay for which translates into better member retention rates. This number supports the busy activity staff have seen and experienced at The Club.
- **Community Outreach:** The Club, in partnership with Ascension, offered free body composition testing and target heart rate table on January 22 at The Club.
- **Facility Rentals:** Facility rental numbers are starting to pick up slightly, with lots of requests coming in for the winter months
  - 44 volleyball rentals
  - 18 pickleball court rentals
  - 8 pickleball group classes
  - 1 youth basketball tournament

- 1 birthday party
  - 5 basketball court rentals
  - 3 overnight lock-ins
- **Fitness Team/Operations Team Initiatives:**
    - The Club team’s focus in January has been the influx of new members and high facility use. The Club is very busy, and active and the team is working hard to keep the facility clean and fully operational regarding equipment and offerings.

**Marketing THE CLUB**

In January, The Club continued their digital marketing efforts through Facebook ads highlighting their monthly promotion. There were 733 clicks on Facebook ads (an increase of 26%), which also increased the frequency and click through rate.

SEO performance had an increase of backlinks by 440%; an 18% increase in impressions (76,673); 12 first place and 4 second place keyword rankings on Google. Google Business profile impressions saw an increase of 16% with website clicks increasing by 15%. They also received 6 new Google reviews.

Marketing collateral was created to promote monthly member specials; Fit for Feb and Fitness Friday Pop-up classes, rentals, massages, referrals, along with creating business cards and updating the website to highlight the new massage therapist.

<b>Metric Category</b>	<b>The Club</b>
<b>Area Summary</b>	Steady growth in local SEO with a 15% increase in clicks and a 16% increase in impressions. Business profile impressions increased by 15% and new website visitors improved by 39% over the last 3 months. Pop-up classes are still popular with members.
<b>Campaigns</b>	Member Promotions, Referrals, Fit for Feb Pop-Up Classes, Rentals, Massage, and Fitness Fridays
<b>Marketing Materials</b>	Website event updates, posters, tabloids, flyers, and VOHE marquees
<b>Social Media Posts</b>	24 total posts across 2 platforms (FB & IG)
<b>Website Traffic (Users)</b>	4,718 total users (up 8.41%)
<b>Top Pages / Content</b>	Home page, membership, class schedule, swimming, guest visits, and aquatics
<b>Top Google Queries</b>	Club Prairie Stone, fitness center Hoffman Estates, fitness club Hoffman Estates, gym Hoffman Estates, health club Hoffman Estates, gym rentals Hoffman Estates, fitness center South Barrington, fitness club South Barrington

**C&M Community Events  
Attended**

HE Chamber Board Meeting, HE Chamber Events,  
SBA Events, IPRA/IAPD Conference

**TC Ice Operations**

**Ice Operations**

- Hosted the CCM MLK Tournament over MLK weekend totaling 46 games with teams from all over the U.S. Our rink hosted U12 and U14 games.
- Looking to host a Gold Medal type event during the Winter Olympics in February.
- Working on getting playoff ice set for our Wolf Pack teams who play in the NWHL.
- Finalizing Spring Ice scheduling for internal classes and Spring Wolf Pack/ Wolverines programming.
- Hosted Senior night events for Barrington Fillies and Timberwolves Hockey club.
- Hosted the NIHL U14 & U16/19 Girls All-Star game on 1/12.
- Hosted 10 Skating parties and special events including MacArthur PTA and Barlett PTA schools.

**Public Skate**

- Working on theme skates for Valentine's Day and St. Patrick's Day
- Held Additional public skates over the Holiday break
- (5) Public Skates in January totaling 500 patrons including a school day off MLK public skate

**Figure Skating**

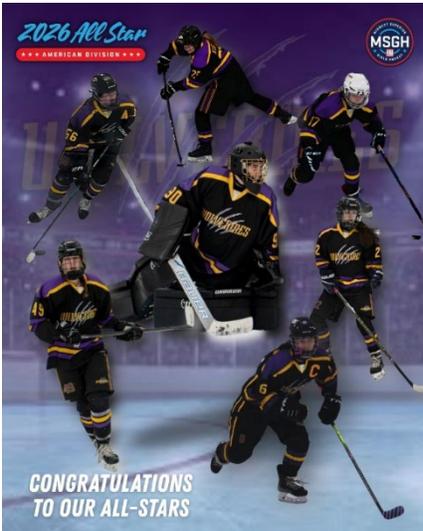
- Winter Session started the week of 1/5; currently 312 skaters enrolled compared to 330 last year
- Planning on doing "Passports to Milan" with special skills skate school where students need to complete skills to get gold star stickers
- Our HSA Performance team is working on a routine to perform at the intermission during the Chicago Wolves game in April
- Hoffman Skate Academy Competitive team competed in the Winter Blizzard competition in Skokie; our Preliminary team and Aspire teams finished first and our Basic skills team came in second
- Our High School team competed in Homewood-Flossmoor with our team B finishing in 4<sup>th</sup> out of 18 teams and our Team C finished 1<sup>st</sup> out of 8 teams; both teams qualified for Midwestern sectionals at the end of March in Fort Wayne, IN
- Spring Ice show planning has started working on finalizing a theme and costumes ready
- We will host 2 shows again for the Spring Ice Show which will be 6/6 & 6/7



**Hockey**

- Held a Try Hockey Free event on 1/4 with over 80 participants registered
- *Hosted the NIHL Girls American Division All Star Games Jan 12<sup>th</sup>. 14U and 16/19U games were played. Over 80 girls and their families from multiple states including Missouri, Wisconsin, Iowa, and Illinois were in attendance. 2 players from our 14U Wolverines and 5 Players from our 16U Wolverines teams were selected for the All-Star game. Board representatives from NIHL and AHAI were in attendance. Games were live streamed on NIHL TV network.*
- Held a Try Hockey Free event on MLK 1/19 with about 60 participants registered
- Championship win for Bantam 1 Wolf Pack in their Chicago tournament Jan 16-18
- Championship win for Mite Wolf Pack in their Wisconsin tournament Jan 17-19
- Bronze medal finish for U16 Wolverines in their tournament in Wisconsin Jan 24-26
- Next try hockey free event is planned for Presidents Day 2/16

<b>Hockey Classes</b>	<b>2026</b>	<b>2025</b>
<b>Jr. Wolf Pack (Level 1)</b>	51	73
<b>Jr. Wolf Pack (Level 2)</b>	33	47
<b>Jr. Wolf Pack (Level 3)</b>	34	27
<b>Total</b>	<b>118</b>	<b>147</b>
<b>Hockey League</b>	<b>Fall 25-26</b>	<b>Fall 24-25</b>
Mite	14	17
Squirt	16	17
Peewee	28	36
Bantam	26	13
U12 Wolverines	16	16
U14 Wolverines	15	N/A
U16 Wolverines	15	17
Peewee Prime	13	14
Bantam Prime	16	N/A
<b>Total</b>	<b>159</b>	<b>130</b>



### **Triphahn and Willow Centers**

- TC/WRC had 50 new members in the month of January 2026.
- There was a total of 108 Healthcare members who used TC or WC.
- TC has 77 rentals for the month of January.
- WRC has 176 rentals for the month of January.

The higher number of rentals at WRC rentals is due in large part to pickleball court rentals that are now offered as well as racquet ball court rentals. Other factors include a shift in program offerings at WRC that has allowed for more rental times to be available on Tuesday and Thursday nights.

	<b>1/31/2025</b>	<b>1/1/2026</b>	<b>1/31/2026</b>	<b>Variance +/-</b>
<b>Memberships</b>	763	687	740	+53
<b>Racquetball Members</b>	21	20	22	+2
<b>Dog Park Members</b>	460	453	405	-48

### **ADMINISTRATION AND FINANCE DIVISION REPORT**

#### **Motion:**

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

#### **Finance:**

- 1099's completed and mailed
- Assist with W-2 validation and GL mapping in Paycom
- Preliminary day of fieldwork February 9, 2026 with auditors
- Attended IPRA/ IAPD conference, connecting with peers and learning best practices for budgets and levies
- Evaluate armored car services, moving towards vendor selection
- Cook County Treasurer deposited nearly \$5.2 million into our account between December 29 and February 19
- Earlier this month, the Treasurer reported 97% of 2024 levy had been distributed
- Latest receipt has total taxes at 93% of our plan
- 2026 deposits related to 2025 will continue to be journaled to 2025
- Payroll Cycle Processing
  - 1/30/26           \$314 635.83
  - 2/13/26           \$325,183.53

## **Technology:**

### **Willow Recreation Remodel**

- Worked with Comcast to upgrade the public cable model to 800mb as well as assist in running coax cables for the new TVs in the Strength room and meeting.

### **Triphahn Admin Office Renovation**

- Returned all computers back to original locations.
- Terminated all network cables in the newly created middle offices.

### **Triphahn Boardroom Renovation**

- Worked with Parks staff to run HDMI and network cabling to accommodate the new TVs that will replace the old projector.
- Configured a small form factor computer connected to both TVs and will be retiring the old boardroom laptops.

### **Reach TV**

- Coordinated with the Rec department to bring in three (3) Reach TVs. The media players will show events as well as scheduling data for Rink 1 & 2 automatically obtained from RecTrac.
- IT 3D printed a holder for the media players to mount them on the wall behind the TVs.
- The main lobby daily schedule is up and running. Rec department is in the process of configuring the data from RecTrac for the Ice Rink schedule and main lobby events.

### **HR & IT Ticketing System**

- IT will be implementing Invgate, a service management suite, that will help prioritize tickets, improve workflows, and provide visibility to end users so they can understand where their tickets are in the queue.
- In the process of working with an onboard specialist to configure Invgate.

### **Knowbe4**

- Currently implementing Knowbe4, a cybersecurity awareness training and simulated phishing program. Testing a few users and will roll out the training to all staff starting in March.

## **Human Resources:**

### **Health Insurance Transition**

The new health insurance plan with the IPBC Intergovernmental Personnel Benefit Cooperative became effective February 1, 2026. Staff continues to support employees through the onboarding process and enrollment across all benefit offerings via the provider's online portal system. The transition is proceeding as planned.

## **Payroll System**

Staff continues to work with Paycom to finalize new deduction codes and streamline general ledger (GL) and labor allocation structures within the system. Configuration efforts remain ongoing to ensure accurate reporting and operational efficiency.

## **Staffing Updates**

- Successfully recruited a full-time **Director of Marketing and Web Management**.
- New Hires: 8 part-time employees
- Rehires: 62 part-time employees
- Open Positions: 21 part-time roles currently posted

## **Leadership Update**

Amy Rivas is now serving as Chair of the PDRMA Board throughout 2027.

## **Weekly Board Updates 1.23.2026**

Dear Commissioners,

### **Upcoming Events**

- [Feb 6 - Daddy Daughter Dance](#)
- [Feb 13 - The Wizard of Oz: Youth Edition](#)
- [Feb 20 - Puzzle Mania](#)
- [Feb 27 - Glow Pool Party](#)
- [Mar 7 - Mom & Son Western Activity Night](#)
- [Apr 4 - Pine Park Egg Hunt](#)
- [Apr 4 - Fabbrini Park Egg Hunt](#)
- [Apr 4 - Cannon Crossings Egg Hunt](#)
- [May 2 - Family Kite Day](#)
- [May 16 - Kids to Park Day - A National Day of Outdoor Play](#)

### [IAPD/IPRA Conference - Thursday Evening Pizza Dinner with Staff - 6:30-8:30pm](#)

As noted in your conference information packet, Craig will host a staff and commissioners pizza gathering in Room 277 at 6:30 pm on Thursday evening. This room is on the same floor as the front desk. The door leading to this hall of rooms will be unlocked during the time of the dinner.

### [Mayor's Community Update Breakfast - Thursday, February 19 - 7:30-9:00 a.m. - NOW Arena](#)

Join the Hoffman Estates Chamber of Commerce for its annual Mayor's Community Update Breakfast on Thursday, February 19 at the NOW Arena.

Registration and breakfast begin at 7:30, followed by Mayor McLeod recapping 2025 and providing a look ahead at 2026. Village staff will be available to answer questions as well. Admission is \$35 for Chamber members / \$45 for non-members and includes a hot breakfast buffet. If any Commissioners would like to attend, please let Cindy know by February 13.

**Village of Hoffman Estates – Black History Month Celebration – Saturday, February 21 - Village Hall**

The Village’s Cultural Awareness Commission is hosting a special celebration honoring Black History Month on Saturday, February 21 from 2:00 to 4:30 p.m. at the Village Hall. Join others in the community to celebrate the tremendous contributions of Black Americans throughout history. Musical and dance entertainment will be provided, as well as light refreshments. Although free to attend, reservations are required – please let Cindy know if you would like to attend.

**IAPD Legislative Breakfast - Saturday, February 28 - 8:00 a.m. - Schaumburg Golf Club**

The Schaumburg Park District will be hosting this year’s IAPD Legislative Breakfast on Saturday, February 28, beginning at 8:00 a.m. at the Schaumburg Golf Club. If any Commissioners would like to attend, please let Cindy know. Several of our local legislators will be in attendance to review the latest legislation.

Have a great weekend!  
Craig

**Weekly Board Updates 2.6.2026**

Dear Commissioners,

**Upcoming Events**

**Feb 6 - Daddy Daughter Dance**

- **Feb 13 - 50+ Valentine Bingo**
- **Feb 13 - The Wizard of Oz: Youth Edition**
- **Feb 20 - Friday Fish Fry \*Live Music\***
- **Feb 20 - Puzzle Mania**
- **Feb 27 - Friday Fish Fry**
- **Feb 27 - Glow Pool Party**
- **Mar 6 - Friday Fish Fry**
- **Mar 7 - Mom & Son Western Activity Night**
- **Mar 13 - Friday Fish Fry \*Live Music\***
- **Mar 17 - 50+ Shamrock Bingo**
- **Mar 20 - Friday Fish Fry**

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**Maggie Dowling (B&G Community Rep) - Resignation**

We received a resignation letter from Maggie Dowling, who will be stepping down from her position as Community Representative for the Buildings & Grounds Committee.

Have a great weekend!  
Craig

**Weekly Board Updates 2.13.2026**

Dear Commissioners,

**Upcoming Events**

- **Feb 13 - The Wizard of Oz: Youth Edition**
- **Feb 20 - Friday Fish Fry \*Live Music\***
- **Feb 20 - Puzzle Mania**
- **Feb 27 - Friday Fish Fry**

- [Feb 27 - Glow Pool Party](#)
- [Mar 6 - Friday Fish Fry](#)
- [Mar 7 - Mom & Son Western Activity Night](#)
- [Mar 13 - Friday Fish Fry \\*Live Music\\*](#)
- [Mar 17 - 50+ Shamrock Bingo](#)
- [Mar 20 - Friday Fish Fry](#)
- [Mar 27 - Friday Fish Fry \\*Live Music\\*](#)
- [Mar 28 - Breakfast with Bunny](#)

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**Friday Fish Fry is Back at Bridges of Poplar Creek starting February 20!**

Join us every Friday starting February 20 through April 3 for the fan favorite Friday Fish Fry at the Tap Inn Grill at Bridges of Poplar Creek. Dine in or carry-out is available from 4:30 to 9:00 p.m. (to-go order must be placed by 8:30 p.m.). The full menu for the Fish Fry can be found at this [link](#) (burgers, chicken and kids meals also available). Live music will be featured Friday, February 27 and March 13 and 27 (5-8pm).

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**IAPD Legislative Breakfast - Saturday, February 28 - 8:00 a.m. - Schaumburg Golf Club**

The Schaumburg Park District will be hosting this year's IAPD Legislative Breakfast on Saturday, February 28, beginning at 8:00 a.m. at the Schaumburg Golf Club. If any Commissioners would like to attend, please let Cindy know. Several of our local legislators will be in attendance to review the latest legislation. As of now, we have Raj, Linda and Pat attending, along with Brian Bechtold. Marc is unavailable.

## **Breakfast with Bunny – Bridges of Poplar Creek – Saturday, March 28 – Reservations Open February 23**

Join HEParks and the Easter Bunny for breakfast on Saturday, March 28 at Bridges of Poplar Creek. Seatings are available at 9:00 a.m. and 11:00 a.m. Adults are \$30.95; Children 4-12 are \$19.95 (3 and under are free). Reservations can be made by calling Jennifer Fuller at 847-781-3658. Bring your camera for photos!

Have a great weekend!  
Craig

## **Weekly Board Updates 2.20.2026**

Dear Commissioners,

### **Upcoming Events**

- [Feb 20 - Friday Fish Fry \\*Live Music\\*](#)
- [Feb 20 - Puzzle Mania](#)
- [Feb 27 - Friday Fish Fry](#)
- [Feb 27 - Glow Pool Party](#)
- [Mar 6 - Friday Fish Fry](#)
- [Mar 7 - Mom & Son Western Activity Night](#)
- [Mar 13 - Friday Fish Fry \\*Live Music\\*](#)
- [Mar 17 - 50+ Shamrock Bingo](#)
- [Mar 20 - Friday Fish Fry](#)
- [Mar 27 - Friday Fish Fry \\*Live Music\\*](#)
- [Mar 28 - Breakfast with Bunny](#)
- [Apr 3 - Friday Fish Fry](#)

### **Friday Fish Fry continues at Bridges of Poplar Creek through April 3! Live Music Tonight (2/27)**

Join us every Friday now through April 3 for the fan favorite Friday Fish Fry at the Tap Inn Grill at Bridges of Poplar Creek. Dine in or carry-out is available from 4:30 to 9:00 p.m. (to-go order must be placed by 8:30 p.m.). The full menu for the Fish Fry can be found at this [link](#) (burgers, chicken and kids meals also available). Live music will be featured Friday, February 27 and March 13 and 27 (5-8pm).

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**Bon Appetit Food and Drink Festival - Thursday, April 9 - Bell Works - 5:00-7:30 p.m.**

The Hoffman Estates Chamber of Commerce is hosting its annual Bon Appetit Food & Drink Festival on Thursday, April 9 at Bell Works. Come sample a diverse selection of food from various restaurants in and around Hoffman Estates. Tickets are \$35 for advance registration and \$40 at the door, and include samples from all participating restaurants. A cash bar will be available, and there will also be fun raffle baskets to take a chance on. Commissioners, please let Cindy know if you would like to attend.

Have a great weekend!  
Craig