

AGENDA
REGULAR BOARD MEETING NO. 1123
TUESDAY, APRIL 28, 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. RECOGNITION
 - A. Employee Longevity Proclamation
 - Brittany Meschewski – 15 Years
 - B. Employees of the 1st Quarter 2026
 - Part-Time: Jaquelyn Johnson
 - Full-Time: Tina Tsonis
 - C. Best of Hoffman 1st Quarter 2026 – Gul Ahuja
5. COMMENTS FROM THE AUDIENCE
6. RECESS FOR A&F COMMITTEE MEETING
Motion to recess the Board Meeting for the purpose of convening the Administration & Finance Committee Meeting. (voice vote)
7. RECONVENE FOLLOWING A&F COMMITTEE MEETING
Motion to reconvene the Board Meeting. (voice vote)
8. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
Motion to approve the Consent Agenda items A through P. (roll call)
 - A. Wildlife Control / M26-032 (see B&G April packet)
 - B. Cannon Crossings OSLAD Conceptual Design / M26-033 (see B&G April packet)
 - C. Furnish & Install Multiple HVAC Units / M26-034 (see B&G April packet)
 - D. WRC Basketball Hoop Replacements / M26-026 (see Rec & Facilities April packet)
 - E. Toptracer Lease Agreement / M26-027 (see Rec & Facilities April packet)
 - F. American Tower Lease Extension / M26-039 (see A&F April packet)
 - G. Resolution Authorizing the Establishment and Management of Bank and Investment Accounts and Designation of Authorized Signers / M26-029 / R26-004 (see A&F April packet)

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- H. Adoption of Restated Governmental 457(b) Deferred Compensation Plan / M26/013 / R26-002 (see A&F April packet)
 - I. SoloRider ADA Golf Cart Purchase / M26-037 (see A&F April packet)
 - J. Balanced Scorecard / M26-038
 - K. Open and Paid Invoice Register: \$1,957,200.03 (see A&F April packet)
 - L. Revenue and Expenditure Report and Financial Analysis (See A&F April packet)
 - M. Acceptance of B&G Minutes 2/17/2026 (see B&G April packet)
 - N. Acceptance of Rec & Facilities 2/17/2026 (see Rec & Facilities April packet)
 - O. Acceptance of A&F Minutes 3/24/2026 (see A&F April packet)
 - P. Approval of Regular Board Meeting Minutes 3/24/2026
9. PRESIDENT’S REPORT
10. ADOPTION OF EXECUTIVE DIRECTOR’S REPORT
Motion to adopt the Executive Director’s Report as presented. (voice vote)
11. OLD BUSINESS
12. NEW BUSINESS
13. COMMISSIONER COMMENTS
14. ADJOURNMENT
Motion to adjourn the meeting. (voice vote)

MINUTES
REGULAR BOARD MEETING NO. 1122
March 24, 2026

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on March 24, 2026, at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Friedman, Commissioners Dressler, Kaplan, and MacGregor

Absent: Commissioners Chhatwani, Evans and McGinn

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

Audience: Comm Reps L. Henderson, Harner, Musial, Wilson, and Winner; Don Fye

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

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

4. Recognition:

A. Retirement Proclamation – Don Frye

President Friedman recognized Don Frye for his retirement and 23 years of service.

Don Frye left the meeting.

5. Comments from the Audience:

None

6. Recess for A&F Committee Meeting:

Commissioner Kaplan made a motion, seconded by Commissioner MacGregor to recess the Board Meeting at 7:07 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

7. Reconvene Following A&F Committee Meeting:

Commissioner MacGregor made a motion, seconded by Commissioner Dressler to reconvene to the Regular Board Meeting at 7:26 p.m. The motion carried by voice vote.

Comm Reps Harner, Henderson, Wilson, Winner, and Musial left the meeting.

8. Consent Agenda:

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

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

- A. NWSRA IGA – Conflict of Interest Disclosure and Waiver / M26-025 (see A&F March packet)
- B. Open and Paid Invoice Register: \$1,174,123.91 (see A&F March packet)
- C. Revenue and Expenditure Report (See A&F March packet)
- D. Acceptance of A&F Minutes 2/24/2026 (see A&F March packet)
- E. Approval of Special Board Meeting Minutes 1/20/2026
- F. Approval of Regular Board Meeting Minutes 2/24/2026
- G. Approval of Special Board Meeting Minutes 3/12/2026

9. President's Report

President Friedman highlighted the following:

- He coaches a 7th grade boy who asked him when we restock the fish in the ponds. Director Hugen provided a detailed answer, and the boy was satisfied with that.
- Brian Jome and Nick Wirth did a great job during the end of season basketball tournament for the youth league.

10. Adoption of Executive Director's Report:

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

Executive Director Talsma provided an update on the beaver situation at Westbury Park. Several residents had reached out to the park district regarding some traps that were unsafe for animals and residents, and a raccoon that had been caught in a trap. Staff was unaware of the types of traps that were being used and asked the contractor to remove them. He explained the size of the current dam which is about 20 feet from the outlet for the lake; he also explained the damage to trees that has been caused already this season by beavers. We must follow strict laws in removing the beavers, and we did receive a call from IDNR, who said we are doing everything right.

The motion carried by voice vote.

11. **Old Business:**

None

12. **New Business:**

None

13. **Commissioner Comments:**

Commissioner Kaplan said the Russian Olympic skaters were here over the weekend. It was a nice event, and he was impressed that GM of Ice Cinquegrani was on-site for the event as well.

14. **Adjournment:**

Commissioner Dressler made a motion, seconded by Commissioner MacGregor, to adjourn the meeting at 7:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING NO. 1123**

EXECUTIVE DIRECTOR'S REPORT

April 2026

PARKS DIVISION REPORT

MOTION

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

ADMINISTRATION & CAPITAL PROJECTS

Vogelei Park OSLAD Renovations

HEParks staff have been busy working on the finishing touches at Vogelei Park. The playground, multi golf course, bocce ball courts and bank shot sports court all opened the first week of April. There is still a lot of landscape work, asphalt work, and bike station installation to be completed to finish the project, but we wanted to let residents start using the park. The parks department plans to have all work completed by the end of April as long as Mother Nature starts to cooperate. A ribbon cutting ceremony is planned for Saturday, May 16.



Triphahn Center Renovation

The administration area offices have been completed with four new cubicle offices, kitchen, copy room and meeting room along with a new common area. The removal of the carpet and installation of vinyl flooring on the main floor has been completed by Scharm Flooring. They were also able to complete the entrance with a new entrance carpet rug system. Staff is currently working with Williams Architect on the window replacement portion of the project and expect this to go to bid and be presented to the B&G committee in May. Staff has ordered but are waiting on lights for the hallway from the northside to the fitness center. Once they arrive, they will be installed by staff.

The Roof at The Club

The roof project at The Club was scheduled to start on March 16. The project didn't start until the following week and has had more rainy days than working days. When crew members have been able to work there have not been any unforeseen issues. Staff is in constant communication with the job foreman on updates and status of the project.

Perry Weather Installation

Perry Weather units have been installed at Bridges of Poplar Creek Country Club and Seascape Family Aquatic Center. The system is up and running, and staff have the information on their phones from our own weather station with real-time updates. Park QR codes are being made that will be placed on all park signposts to allow patrons to see the existing weather conditions and/or lighting alerts. Weather updates can be found on our webpage at <https://www.heparks.org/lightning-detection-system/>.

AQUATICS AND BUILDINGS

Triphahn Center:

- Prep work was done for new flooring at TC. Removed bench in carpeted area by preschool rooms and moved vending machines for flooring company.
- Installed new vinyl tile in room 105 to fill in areas where sinks were removed.
- Fixed all thresholds of the doors leading into the gym to the new flooring. Flooring project will be completed, with the installation of flooring in the entryways.
- Anderson Lock repaired door paddles on the men's side of the hot tub.
- Painted new cubicle door frames.
- Fireplace at TC needed troubleshooting – found that it needs new computer ignition module.
- Repaired surface mounted outlet and raceway on the track.
- Repaired broken inlet fitting for the acid feed line on the spa.
- Backup generator had block heater that was shorted- new one has been ordered for installation.
- Installed new pressure gauge on sand filter for the spa.

- Multiple false fire alarms were activated on 3/16. Worked with Total Fire to identify faulty pull station. Total Fire adjusted to resolve the issue.
- Repaired leaking toilet in North Side women's handicap stall.

The Club at Prairie Stone:

- Met with Anthony Roofing to show them roof access and get them started on roofing project.
- Repaired broken swimsuit dryer/removed stuck clothing.
- Installed new DETEX alarm on green HIIT room.
- Replaced outdoor air filters on Seresco units after rainstorm, reducing humid air in activity pool.
- No heat was reported for RTU 2 in the main gym – found that high limit switch was tripped. Contactor for the blower motor was going bad and will be replaced.
- Installed new gaskets on activity and lap pool pump baskets.
- Repaired multiple broken light sockets.
- Installed new GFCI at back cardio area drinking fountain.

Bridges of Poplar Creek:

- Metro Door and Dock repaired/replaced some door panels on the east overhead door.
- Turned on water for golf course bathrooms.
- Perry Weather was installed - waiting for electrician to run power to the unit.
- Repaired jammed ball machine on Bay 2 at Top Tracer.
- Replaced RTU filters.

Seascape:

- Completed mechanical walk through prior to start-up. Obtained quotes for chlorinator pumps & motors.
- Repaired lift station outflow pipe.
- Perry Weather – weather monitoring & alert system was installed.

PARKS

Vogelei:

- Parks team started plantings at the greenhouse, finished all water line repairs at Vogelei, filled trenches and installed sod around the playground, edged all trees and plant beds and completed about 1/3 of the mulching. They continue to work on the punch list to complete the Vogelei project, prior to grand opening on 5/16.
- Brick wall was built around park bench to hold back the surrounding dirt, then area backfilled. Top cap for the bench wall was installed and secured.
- Dug out area for the new bench pad by the playground then installed new bench, along with memorial plaque.
- Built frame for concrete pad, filled surrounding area with gravel, and compacted to prep for concrete.
- Installed concrete pad for bike racks and repair station.
- Laid out concrete benches around the splash pad and started laying brick for benches.
- Backfilled all concrete pads and benches with dirt.
- Built and installed new tables for Vogelei shelter.
- Finished leveling out tables inside the greenhouse.
- Set and anchored all golf baskets on the disc golf course, and installed posts and netting.

- Installed new drinking fountain at the park.
- Tested water lines that feed the splash pad and 1” poly to the greenhouse (no leaks were found).
- Installed new valve box standpipe at the splashpad vault.

Parks & Forestry:

- Identified and documented any Park I.D. signs that need replacement.
- Completed snow removal and buildings and park paths were salted.
- Purchased fence for Fabbrini homerun fence project.
- Installed back flows in park bathrooms.
- Turned on fountains at South Ridge and Princeton Pond; all are running successfully.
- Cannon concessions started and bathrooms have running water.
- Applied first algae treatments to ponds.
- Six staff members completed chainsaw safety training through PDRMA, hosted by the district.

Playgrounds & Athletic Fields:

- Completed routine playground checks & maintenance and assessed mulch levels.
- Met with new playground reps at Sheffield Park and repaired some loose hardware.
- Fixed swings at Poplar Park that were stuck on the top rail.
- Cut lips out of all baseball fields and readied them for the start of the season.
- All soccer fields were laid out and goals installed for all soccer programming.
- Installed a drainage trench at Fabbrini Park to drain water off Connie field. Stripped and leveled the ground around 3rd base dugout and sodded the area.

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS
PARKS, PLANNING & MAINTENANCE**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
<i>Tall Oaks Playground</i>	Replace the playground and fall surface at Tall Oaks	O
1Q Comments:	On schedule	
Bell Works Playground	Install new playground at Bell Works Development	D
1Q Comments:	Bell Works has communicated that this will most likely be a 2027 project.	
Hallway Flooring at TC	Upgrade flooring in the hallways at TC	C
1Q Comments:	Project Complete	
Entrance / Exit Seascape	Upgrade the entrance and exit points at Seascape Family Aquatic Center	O
1Q Comments:	Will be replacing the turn style exit from the facility.	
Club Roof Replacement	Replace the roof at The Club	O
1Q Comments:	Project started.	
Outdoor Fitness Equipment	Research proper park placement and provide associated cost.	O
1Q Comments:	On schedule	
TC Admin Office Windows	Replace the windows in the TC admin area.	O
1Q Comments:	Architects are currently finishing up design for bid to be opened in May.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
ADA Accessibility Assessment	Complete an accessibility assessment for the district.	O
1Q Comments:	On schedule	
Parks Department Structure	Organize the parks department to have four Superintendent level staff.	C
1Q Comments:	Superintendent of Parks, Superintendent of Playgrounds & Construction, Superintendent of Trades and Golf Course Superintendent position have all been created and filled.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
72 Passenger Bus	Replace the 72-passenger bus.	O
1Q Comments:	Expected delivery in June	
Fleet Vehicle Replacements	Purchase three fleet vehicles to replace a Ford Explorer, International Dump Truck and 6500 Dump Truck	O
1Q Comments:	F350 set to arrive by 4/24/26, all other vehicles by end of June.	
Utility Mower	Replace our Toro 4100 Mower with a utility mower	C
1Q Comments:	Mower arrived in late February	
Audubon International	Continue the certification process for becoming Audubon Cooperative Sanctuary Program for Golf Courses	O
1Q Comments:	Ongoing	
Arboretum Status at Vogelei	Obtain Arboretum status at Vogelei Park	C
1Q Comments:	We have achieved Level II status.	
Hold Special Events for Environmental Awareness	Hold Earth Day, Seed Bombing, Invasive Removal and Seed Collection events.	O
1Q Comments:	Events are planned.	
Controlled Burns at Select Parks	Contract with vendor to complete controlled burns at Hunters Ridge Park.	O
1Q Comments:	On schedule	
Solar Panels at The Club	Install solar panels on the roof at The Club.	O
1Q Comments:	Work will start this summer.	
Lighting Detection	Install new lightning detection with weather station at Bridges and Seascape.	C
1Q Comments:	Perry Weather is up and running.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	Status
Facility RTU Replacements	Replace RTU's 1, 9, 7 and AC unit #2 at Bridges and RTU -1 at The Club.	O
1Q Comments:	Bid have been opened and will go to board for approval in April.	
Zamboni Purchase	Purchase a new Zamboni at the ice rink at TC	O
1Q Comments:	Order placed and expected delivery is December 2026	

Hot Water Heater Replacement	Replace the TC northside domestic hot water heater	O
1Q Comments:	On schedule	
Asphalt Repairs – Multiple Locations	Complete crack filling and sealcoating at the following district owned parking lots: Bridges, South Ridge Park, Cannon Crossings, Olmstead Park, Canterbury Fields, Cottonwood Park. Path overlays will be completed at Hunters Ridge and Fabbrini Park. Sport courts surface at Willow, Fabbrini, Olmstead, Huntington, and Black Bear Parks.	O
1Q Comments:	Contractor selected and all work is weather dependent.	
Productive Parks Software	Purchase the software Productive Parks to serve as our work order system, inspection platform, and task tracking.	C
1Q Comments:	System purchased and in use.	
OSLAD 2026	Apply for a Park OSLAD Grant during the 2026 cycle.	O
1Q Comments:	Application will be for project at Cannon Crossings.	
Mowing Services Bid	Release Bid for mowing services for 2026-2028 and select contractor.	C
1Q Comments:	Contractor selected and starting in April.	
BPC Autonomous Range Ball Picker	Research and demo autonomous range ball pickers at BPC.	O
1Q Comments:	Demos are being scheduled.	

RECREATION DIVISION REPORT

Motion:

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

Recreation Division

- The new Hoffman Estates Park District website launched on March 18, and staff continues to refine and enhance the site. The updated platform has significantly expanded the District’s digital reach; please refer to the Communications and Marketing report for detailed performance metrics.
- Mark Bavaro joined the team as the Aquatics Manger on April 6. Mark has previously worked as lifeguard and manager at Seascope. Shelby Mepham is transitioning to the Triphahn Center Facilities Manager role, while assisting with training and helping Mark get things up and running at Seascope.
- Paige Calvey (Camps and Care Program Manager) and Natalie Wood (Early Childhood Program Manager) have both accepted positions at other area park districts, advancing their careers in the industry.
- Jessica Karbowski, part-time Dance Program Manager, has been promoted to full-time and will continue to oversee Dance, while adding the Early Childhood programs to her responsibilities.
- Staff is in the process of filling the other vacant Recreation Program Manager position.
- House League Youth Soccer and Youth Baseball have started their spring seasons.
- Camp Information Night will be held on Wednesday, April 15 from 6:00 to 8:00 pm at the Triphahn Center. Staff will be on hand to answer questions about camp and assist families with registering for camp.
- Summer registration opens on April 16, and the summer flipbook will also be available on the website.

Early Childhood

- A Preschool Family Event was held on March 12 where students made Leprechaun Dough. Approximately 20 families attended at TC and 15 at WRC.
- Spring Picture days were March 17-20
- 10 participants were enrolled in the new Mini Explorers Spring Break Camp for children ages 3 and 4.

Preschool Enrollment	24/25 WC	25/26 WC	24/25 TC	25/26 TC
3’s & 4’s Preschool	33	33	60	55
	33	33	60	55

Priority Preschool Registration (as of March 31)	25/26 WC	26/27 WC	25/26 TC	26/27 TC
3’s & 4’s Preschool	27	21	31	44

Total	27	21	31	44
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Enrichment Classes – Winter Session (Jan-March)

	TC	WRC
Preschool Enrichment Classes	33	30

School-Age STAR

- There are 457 STAR Enrollments for the 2025/2026 school year, which includes 18 children covered by CCAP (Child Care Assistance Program – IL).
- The District 54 program had 346 children enrolled, an increase from 319 during the 2024/2025 school year.
- The District 15 program had 111 students enrolled, similar to last year, but with a larger waitlist. Staff is working with the school district to acquire additional space for the STAR program to accommodate more students.
- Enrollment for 2026/2027 is underway, and we have begun securing staff for each program.

District 54	Before 3 days	After 3 days	Before 5 days	After 5 days	25/26 Enrollment	24/25 Enrollment
Armstrong	4	10	21	23	58	57
Fairview	5	9	13	21	48	42
Lakeview	0	6	7	24	37	37
MacArthur	9	17	34	44	104	92
Muir	3	4	13	21	41	47
Lincoln Prairie	7	15	19	17	58	44
District 15						
Whiteley	11	16	32	52	111	109
Total	39	77	139	202	457	428

School Days Out/Break Camps

- There were 32 participants registered for the District 54 School Day Out on March 17.
- There were 108 participants registered for the Spring Break Camp from March 23-27,
- There are 16 participants registered for the School Day Out on April 3rd at Triphahn Center.

Day Camp

Early Childhood (2-6 Years Old) Camp Enrollment

Camps	2025 Enrollment	2026 Enrollment as of 4/8/2026
Preschool Camp TC	58	20
Preschool Camp WC	61	16
Kinder Camp TC	48	23

Kinder Camp WC	37	45
Busy Bees TC	N/A	29
Busy Bees WC	N/A	17
Ready for Kindergarten Camp	47	N/A
Splash and Explore TC	316	69
Splash and Explore WC	326	187
Splash and Explore Early TC	50	11
Splash and Explore Early WC	34	4
Splash and Explore Late TC	83	22
Splash and Explore Late WC	100	54
CIT	8	N/A
Total	1,168	497

At this time last year, total enrollment for early childhood camps was at 590. Specifically, the Splash and Explore registrations are slightly behind last year's numbers, and staff will continue to monitor this trend. As noted later in the board report, we have confirmed with area school districts that student populations at these ages are lower than previous years.

School Age (7-13 Years Old) Camp Enrollment

Camps	2025 Total Enrollment	2026 Enrollment as of 4/8/2026
Camp Hoffman 5-day North	305	429
Camp Hoffman 5-day South	257	274
Camp Hoffman 3-day North	149	155
Camp Hoffman 3-Day South	158	31
Teen North	104	82
Teen South	196	85
Sports	318	144
STEAM	321	286
Theater Camp	N/A	6
Dance Camp	52	79
Early Arrival North	97	85
Early Arrival South	54	108
Early Arrival South Specialties	205	115
Late Stay North	131	224
Late Stay South	56	109
Late Stay South Specialties	253	110
Camp Close Out	N/A	36
TOTAL	2,738	2,358

School-age camp registration is well ahead of last year's pace, when we reported 1,633 registrations during the April board report.

Dance/Baton

Dance Activity	Winter/Spring 2025	Winter/Spring 2026
Junior Company	7	7
Performance Company	9	9
Star Dance Company	28	35
Company Tap	10	21
Creative Movement	0	4
Ballet/Tap	50	70
Ballet/Jazz	40	47
Jazz/Hip Hop	47	55
Tap	4	11
Specialty	27	37
Total	229	296

- There were 10 private lessons in the month of March
- The STAR Dance Company participated in their second competition of the season, the Turn It Up Regional competition in Frankfort, IL. The company received the Studio Class Act Award.

Athletics

Youth Sports Activity	Winter 2025	Winter 2026
Shotokan Karate	134	135
Tae Kwon Do	22	17
Hot Shots Sports	N/A	82
VolleyKidz	20	121
Gymnastics	233	387
Indoor Futsal	N/A	50
HUSC Indoor Soccer Fundamentals/TOCA	N/A	86
Total	409	878

- The winter session of all the Youth Sports Activity classes wrapped up at the end of March. Spring classes will start the weeks of March 30 and April 6.

- Staff was pleased to see enrollment numbers for general youth athletics classes more than double, with the introduction of two indoor soccer programs and Hot Shot Sports. The new gymnastics studio at Willow Rec Center also contributed to the increased activity.

Youth Basketball League

The Youth Basketball League season ended February 28 for grades 1-4. The 5th–8th grade boys and girls finished up on March 7 with end of season tournaments. The district hosted the 7th/8th grade boy's tournament at Willow, while Palatine and Rolling Meadows hosted 5th/6th boys and girls as well as 7th/8th grade girls. Notably, one of our 5th/6th grade boys' teams won their end of season tournament.

Spring Youth Soccer

Registration for the spring soccer season closed on March 18. Participation is slightly lower than spring 2025 but remains higher than the fall 2026 total of 225. Notably, the most significant decline is at the Pre-K and Kindergarten levels. Staff have observed similar trends across programs throughout this school year. Enrollment history was requested and obtained from Districts 15 and 54, which confirms a decrease in student populations within these grade levels.

Practices started the week of March 31 and the first weekend of games will start on April 12 and will conclude on May 30 with our fun spring fling date set for Sunday, May 31. The program is off to a great start and staff continues to add more participants to teams' rosters.

Level	Spring 2025	Spring 2026
Pre K	35	23
Kind	50	32
1 st /2 nd Boys	58	57
1 st /2 nd Girls	23	25
3 rd /4 th Boys	36	43
3 rd /5 th Girls	15	19
5 th /6 th Boys	40	43
Total	257	242

Youth Baseball

Youth baseball was offered again this spring, and the District introduced a girls' youth softball program; however, the softball program did not run due to insufficient registration. Additionally, there were not enough participants to form baseball teams at the 5th/6th and 7th/8th grade levels to enter PCBS. Staff contacted registered participants and encouraged them to enroll directly with PCBS.

Kindergarten through 4th grade teams began practices the week of April 6, with 3rd/4th grade teams scheduled to play their first games the weekend of April 18. We have seven teams across these age groups.

Field Rentals

Staff continue to secure rental agreements for the 2026 season. These rental groups include Seminole Sports, Gametime Events, Northwest Travelers, Signature Stars, Rage Baseball, HUSC Soccer, and Grand Sports Soccer. Youth baseball and softball tournaments will begin at Cannon Crossing Sports Complex in April. NW Travelers will be utilizing/renting the fields at Fabbrini Park and South Ridge Park.

Pickleball League

The Adult Pickleball League at Triphahn began on March 30 with 14 total teams. The league will move to Fabbrini pickleball courts in the summer.

Aquatics

- Swim Lessons: Winter Session 2 began on February 17 and concluded on March 21.
- Seascape passes went on sale on February 4 with a 20% discount promotion through March 31. As of March 31, 312 passes have been sold for the 2026 season compared to 94 through the same date in 2025. Last season's promotion was two guest passes with the purchase of a membership.

Adults & 50+

50+ Programs/Events	<u>Date</u>	<u>Enrolled</u>
Tai Chi	2/18-3/25	10
Yoga for Arthritis	3/4-4/8	4
Movement Expressions	3/5-4/23	9
Seniors out Socializing Early Bird-Chef Pings	3/11	22
St. Patrick's Day Bingo	3/17	27
Pub Trivia	3/19	21
Seniors out Socializing -Maggiano's	3/20	12
March Birthday Lunch	3/27	7

Daily and weekly drop-in Programs for 50+

50+ Drop-in Programs	<u>Days</u>	<u>March Total Count</u>
Pickleball	T, TH	224
Volleyball	M, T, F	251
Card and Games	T, TH, F	192
Mahjonn	W	73
Ping Pong	M-F	115
Billiards	M-F	135
Wii Bowling	T, TH	35

Book Club	4 th Monday	19
Stitching Stars	F	12
Walking Club- (Began March 11)		8
Crafting Club	1 st & 3 rd Monday	16
Total		1,080

- A Senior Open House and Wellness Fair was held on Friday, April 10 at the Triphahn Center, featuring 19 vendors and approximately 150 attendees. The event included Tai Chi and Gentle Yoga demonstrations, as well as free glucose, memory, and hearing screenings provided by vendors.
- Three Pickleball passes were sold in March, bringing the total to 47 passes sold to date.
- The senior email newsletter continues to be distributed on the first Wednesday of each month to approximately 13,000 individuals.
- The Senior Program Manager attended the IPRA Senior Committee Meeting, the Senior Services Networking Group, and the Village of Schaumburg's Moretti's Senior Luncheon in March.

Special Events/Outreach

- Mom/Son Country Western night, March 7 at Triphahn, 21 enrolled. The night included an ice cream sundae bar, photo station, crafts, bingo, and a DJ w/ plenty of country dancing.
- Doggie Egg Hunt, March 29 at Bo's Run, 22 enrolled.
- Promoted Senior Open House at the Club after Water Aerobics and Senior Fit classes on March 27 and March 31.
- April 4 was the Annual Egg Hunt which was offered at Pine (8:45 am), Fabbrini (10:45 am), and Cannon (12:45 pm). Due to a week of rain and wet fields the decision was made to move the egg hunt inside to Triphahn gym and activity rooms. There were 84 for the first timeslot, 250 for the second, and 133 for the third.
- The Supt of Outreach and Special Events attended the following meeting/outreach opportunities:
 - March 3 & April 7, Cultural Awareness
 - March 16, Arts Commission
 - March 21, Celebrating Woman's History Month event at Encore Village
 - March 25, Fishing Derby planning meeting with the Hoffman Chamber of Commerce
 - April 1, District 54 Resource Fair at Addams Junior High for school social workers, psychologists, and nurses.

Upcoming Outreach/Events

- April 25, Earth Day Spring Clean Up at Vogelei Park, from 8:00 am -10:00 am. The Parks Department is running this event.

- May 2, Family Kite Day at Fabbrini Park, 11:00 am – 2:00 pm. Free event with Kite Demos, yard game, a craft, and Kona Ice.
- May 9, Community Garage Sale at Seascape Parking Lot from 9:00 am – 2:00 pm. Currently 19 vendors registered.
- May 9, Seeding Bombing Event, Fabbrini Park from 8 am- 10am run by Parks Department
- May 16, Ribbon Cutting at Vogelei and Kids to Parks Day, 10:00 am to 1:00 pm. The children’s entertainment includes the Bubble Guy and Andy Head, the Juggler truck plus two inflatables. Food trucks scheduled to attend: Kona Ice, Nothing Bundt Cakes, and a Barbecue Food truck. The parking lot will be closed to the public as it will house vendors, food trucks and the HE fire truck. There will be a shuttle bus provided from Churchill School and the AT&T lot. The parking lot will be filled with our vendors and food truck. HE Police traffic officers will be assisting at this event.

Friends of HEParks Days

- The first event of the year was the St. Patrick’s Skate at Triphahn on March 15 from 11:30 am to 1:00 pm with admission fees going towards the foundation. There were 34 skaters.
- The next event will be at Toptracer on April 25 from 1 to 4 pm. 50 % of rental fees will go towards Friends of the Parks.

Communications & Marketing Report

The launch of the new Hoffman Estates Park District website on March 18 has significantly expanded our digital reach, with total active users increasing by 25.4% compared to March 2025. A major highlight is the emergence of the search function as a top three most-visited page with 2,413 views validates our promotional focus on this feature. The data confirms that users are actively adopting the new search tools to discover programs and facilities, leading to a significantly more productive experience for the community.

While direct traffic saw a substantial 48.7% increase, organic search experienced a slight 12.9% dip, which is a typical short-term result of search engines re-indexing a new site. Total page views saw a dramatic 63% increase year-over-year (March 1-31). This growth is a direct result of improved user engagement. The average number of views per active user rose from 2.79 to 3.63, meaning residents are exploring more of our content during every visit.

Our email performance confirms a highly successful digital expansion, with total distribution increasing by 62.7% to over 355,000 emails year-over-year. While this larger audience led to a lower open rate of 19.89% across our 12 newsletters, our Click-to-Open Rate (CTOR) grew by 54% to 3.63%.

March social media performance showed exceptional growth, highlighted by a 16.9% year-over-year increase in total views to 160,311. Interactions are up (77.5%) and video views (77%) over February, demonstrating the effectiveness of our recent video content. With our total following now surpassing 10,700 across Facebook and Instagram, these metrics reflect a rapidly expanding and highly engaged digital audience.

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS & OBJECTIVES
RECREATION DIVISION**

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
Host a 3 v 3 Youth Basketball Tournament	Host a new 3 v 3 youth basketball tournament; promote through the HEParks youth basketball program.	O
1Q Comments:	The 3v3 program was offered on March 14, immediately following the conclusion of the youth basketball season, and was promoted to both current participants and the broader community. Unfortunately, the program did not run due to low enrollment. Moving forward, staff will explore alternative program concepts utilizing a similar format, while also evaluating enhanced marketing strategies and potential partnerships with contractual providers to increase participation.	
Host a Men’s Basketball Tournament	Host a Men’s basketball tournament; promote through the Men’s League basketball and TC, WRC, and The Club members.	O
1Q Comments:	Staff are planning to offer a men’s 3v3 basketball tournament in June.	
Provide more in-house activities for Schools Days Out program	Work with vendors, contractors, and entertainers to bring new activities to district facilities and decrease the amount of outside field trips.	O
1Q Comments:	Staff have added in-house field trips for camp and will be doing the same for 2026/2027 school year for School Days Out.	
Expand swim lesson programs with a specific concentration on restructuring private swim lessons and outdoor group swim lessons	Develop new package options for private swimming lessons. Evaluate and update options for outdoor swimming lessons.	O
1Q Comments:	Staff will be evaluating private swimming lessons and are aiming to develop new package options for the fall. Outdoor swimming lessons have been slightly restricted for this summer by consolidating the number of time slots but will have higher maximums for those time slots to avoid cancellations.	

Expand offerings in the new gymnastics' studio at Willow Recreation Center	Offer more gymnastics classes and add drop-in gymnastics and gymnastics birthday party packages to the offerings in the gymnastics studio	O
1Q Comments:	Staff have added a drop-in gymnastics option (a gymnastics open gym) and gymnastics birthday parties in Q1. In Q1, 117 participants attended gymnastics drop-in and 3 gymnastics birthday parties were held. Staff continue to work with Tumbling Times on evaluating and adding classes where needed.	
Increase engagement with Triphahn and Willow Recreation Center with a goal of increasing memberships by 5%	Update membership fees with completion of Willow renovation and increase operation hours at Willow. Follow up with new members at both facilities and create offers and rewards for members who refer new members.	O
1Q Comments:	All Willow Center fees have been updated, along with an increase in operating hours. Staff will work with the marketing team to develop promotional offers, including a "refer-a-friend" initiative.	
Research and implement new one evening adult and 50+ activities at various facilities.	Offer 2 Night Out events/activities for adults 21+.	O
1Q Comments:	Puzzle Mania was a success in February. Collaborative efforts are under way with the Bridges and Recreation staff for upcoming night out events. Staff are also planning to host a variety of activities at Willow.	
Provide more nature opportunities for preschool	Offer (2) nature programs/events that provide preschoolers and their families with the opportunity to explore nature in our district parks.	O
1Q Comments:	We will have a new nature event coming up in August.	
Grow the Youth Track & Field program	Host a free "Track Try-It Day" in the spring to introduce the program to youth 5-17 years old and increase participation in the district Youth Track and Field program.	O
1Q Comments:	The district will continue its partnership with Dash Athletics to offer a youth track and field program. To increase exposure and promote the program to a targeted audience, staff will host a booth at the Eisenhower Junior High track meet on April 21 to connect with parents and share program information.	

Continue Guest Service training for Willow and Triphahn desk staff.	Formalize and implement new training format for on-boarding new staff and develop a training calendar for all guest service staff to follow throughout the year.	O
1Q Comments:	Staff meetings have been established on a quarterly basis, and additional training will be scheduled as updates to policies and procedures are finalized. Currently, new procedures are being developed as responsibilities continue to shift and expand for front desk staff.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
Offer M.O.R.E. opportunities in underserved areas seasonally.	Educate and share recreation pop-ups at off-site locations during the summer season. Use to educate residents on Programs for All and HEParks scholarship opportunities.	O
1Q Comments:	Staff attended the D54 Resource fair April 1 for school social workers and psychologists. Programs for All and HEParks scholarships were promoted. M.O. R.E events are planned for summer and scholarship opportunities will be promoted.	

Organize dog park events for members at each dog park (Bo’s Run & Freedom Run)	Offer (2) dog events in 2026. Use the events as an opportunity to promote dog parks and their improvements and to receive input for future dog park offerings and events.	O
1Q Comments:	The Doggie Egg Hunt was held on March 29 at Bo’s Run, with 22 participants in attendance. Planning is underway for the return of the Howl-o-Ween event this fall.	

Increase awareness and participation in “programs for all” and scholarship opportunities	Work with Marketing to promote offerings through social media, community outreach, local partnerships, email campaigns, and printed materials to ensure that residents, especially those in underserved communities, are informed and encouraged to apply.	O
1Q Comments:	With the new website, staff are working to make programs for all and scholarship opportunities more visual and assistance easier to find. Programs for All was promoted at the D54 Resource fair in April.	

Offer Technology assistance for 50+	Establish a partnership with local libraries and/or colleges to offer workshops and lunch and learns on technology topics.	O
1Q Comments:	The 2026 Senior Lunch & Learn series so far have covered a wide range of technology topics, including fraud prevention, scams, iPhone assistance, and computer safety best practices. Staff are working to collaborate with local libraries and the Village to expand and offer additional ongoing programs.	

Offer a 50+ Wellness Fair at the TC Senior Center	Develop and promote a Wellness Fair for 50+ patrons in the spring of 2026 to promote the Senior Center and 50+ programs to increase participation in trips and social and fitness activities offer by HEParks.	C
1Q Comments:	A Senior Wellness Open House was held on April 10, featuring Tai Chi and gentle yoga demonstrations, a therapy dog visit, and a variety of vendors offering memory, glucose, and hearing screenings. Club and Willow Fitness staff were also in attendance. More than 150 participants attended, along with 18 vendors.	

Collaborate with the HE Police Department to offer 3 new events together.	Offer Teen/Youth/ nights once a season at Willow, Vogelei, and the Club with the HE Police Department.	O
1Q Comments:	Staff met with two Police Community Outreach officers in January to discuss opportunities for increased collaboration. A follow-up planning meeting is scheduled for the end of April to develop new initiatives, including a teen-focused event.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
Continue to increase field and tournament rentals.	Continue to establish positive relationships with baseball groups and tournament directors to rent fields at Cannon Crossings.	O
1Q Comments:	Spring and summer rental bookings are off to a strong start, despite weather-related challenges. Weekend rentals at Cannon Crossings are being expanded in partnership with Seminole Sports, which organizes youth softball and baseball tournaments. Additionally, Northwest Travelers, a local youth travel baseball organization, has begun renting field space at Fabbrini and South Ridge Parks. Staff will continue to actively market and promote outdoor field spaces to attract additional rental opportunities.	

Evaluate best offerings in the Vogelei Barn after renovation	Evaluate programs, activities, and rentals that are conducive to space and begin offerings in the first quarter of 2026.	O
1Q Comments:	Beginning in January, several classes, including Baton and Hot Shots Sports, are being held at Vogelei. Staff will continue to evaluate additional programs that can utilize the space, while facility staff explore potential rental opportunities.	
Establish sponsorship/in-kind donation opportunities for pop-up events seasonally.	Reach out to local companies/businesses to provide snacks/giveaways at M.O.R.E pop up events and be listed as an in-kind sponsor.	O
1Q Comments:	Staff are actively working on this as part of planning for summer M.O.R.E. events.	
Increase Seascape rentals	Develop a marketing package for birthday parties at Seascape and work with marketing team to advertise and promote.	O
1Q Comments:	Tent rentals became available in January for the summer 2026 season. Emails were sent to current and past pass members, and the rentals have been featured in weekly newsletters. Marketing is continuing to promote tent rentals through additional outreach efforts in April and May.	
Continue to seek grant opportunities to support the aquatics program	Evaluate previous grants and investigate new grants that can be applied for in 2026 for Seascape.	O
1Q Comments:	Staff continue to monitor grant opportunities related to aquatics and will pursue any that become available for 2026.	
Create a fee-based punch card system for 50+ Drop-In Indoor Pickleball	Implement a fee-based, multi-session punch card system for the 50+ Drop-In Indoor Pickleball program to streamline payment, increase regular attendance and generate revenue.	C
1Q Comments:	Staff implemented a Pickleball Pass Program beginning in January to provide flexible and affordable options for participants. Pricing options include: <ul style="list-style-type: none"> • One-time drop-in: In-District \$5; Out-of-District \$6 • 3-pass package: In-District \$12; Out-of-District \$15 • 10-pass package: In-District \$30; Out-of-District \$40 	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	Status
Incorporate HE Police Department in training for STAR/Camp staff.	Meet with the police department and coordinate dates to have them attend seasonal staff training and cover the best safety and lockdown practices.	O
1Q Comments:	The Police Department will be invited to participate in Camp training in May and STAR Before & After Care training in August or September.	
Develop an online Pickleball court rental system for Triphahn Center	Athletics and TC Facility Manager will work with the Business Departments to complete this project.	O
1Q Comments:	Athletics and facility staff will meet with the Recreation Systems Manager and the Director of Marketing & Web Management to set this up in RecTrac and integrate it into the website. The goal is to have the system up and running by early to mid-fall.	
Launch a youth cricket program	Work with a contractor or potentially local adult cricket groups to launch an instructional youth cricket program in the form of clinics.	O
1Q Comments:	The athletics team recently met with a long-standing cricket rental group to explore the development of a youth cricket clinic. A four-week program is being targeted for June to build interest and increase participation.	
Restructure Camp 2026 offerings	Restructure and consolidate 2026 camp offerings to enhance overall experience and increase participation.	O
1Q Comments:	Camp offerings were evaluated at the end of 2025, and those findings informed program decisions for 2026. New camps are being offered for younger participants, including the addition of a Theatre Camp. Additionally, the popular 2025 Dance Camp has been restructured for 2026 to align with other day camps and now allows for weekly registration.	
Offer a spring break camp for preschool age groups.	Add a mini spring break camp to district offerings for children 3-5 years old in 2026.	C
1Q Comments:	Mini Explorers Spring Camp was offered to preschoolers ages 3–4 from March 23–27, 9:00 a.m. to 12:00 p.m., with a total of 10 participants. Staff hope to see increased enrollment in 2027.	

Rebrand and rename current “Playschool” program	Rebrand the program by renaming it and updating descriptions. Collaborate with the Marketing team to create a marketing plan to roll out the rebrand for the 2026/2027 school year.	O
1Q Comments:	The program name has been changed to Little Learners for the 2026–2027 school year. Registration is now open, and the program is featured on the website and will be included in the summer flipbook. Staff will meet with the marketing team to develop a marketing plan to support the rebrand.	
Adjust opening of Seascape to Saturday, May 30, 2026	Due to Memorial Day weekend in 2026 falling early (May 23–25), and the 25-year historical May average of 63 °F, as well as conflicts with local high school graduations and final exams hindering staff availability for required lifeguard training and in-service sessions to be completed by May 23.	C
1Q Comments:	All Seascape training dates have been scheduled and communicated to staff. Seascape is scheduled to open on May 30.	
Offer a STAR Movie Night	Provide a family night for all STAR families at the end of the 2025/2026 school year.	O
1Q Comments:	Due to staffing changes and a reexamination of this area, staff have decided to offer a beginning-of-the-year family night for the 2026–2027 school year in the fall. Planning for this event will begin this summer.	
Improve entrance and signage at Seascape	Improve the Seascape entrance and add enhanced signage throughout the facility.	O
1Q Comments:	The Recreation and Marketing teams met and completed a walkthrough of the facility to review signage needs. Marketing has developed mock-ups for Recreation to review, and the signage order is scheduled to be placed in April.	
Develop an Athletics Internship	Work with in-state college/university recreation departments to recruit and onboard an Athletics intern who will help support athletic programs.	O
1Q Comments:	Staff have begun conducting interviews for a summer intern who will primarily support the Athletics Department, while also assisting throughout the Recreation Department as needed. The anticipated start date is late May or early June.	

Collaborate with local park districts to offer new or the ability to continue offering youth athletic programs	Meet with athletic staff at neighboring districts to discuss collaborating or joining forces to offer athletic programs/leagues that have seen decreases in participation.	O
1Q Comments:	The Athletic staff has met with other districts to continue collaboration on youth spring and fall baseball and house league basketball programs. A new collaboration includes the offering of a Youth Flag Football League this summer in partnership with the South Barrington, River Trails, and Prospect Heights Park Districts, facilitated through Overtime Athletics.	
Replace all disc golf baskets at Black Bear Park	Secure the purchase of 18 new disc golf baskets and install at Black Bear Park.	O
1Q Comments:	The purchase will take place later in 2026.	
Replace basketball hoops in gym at WRC	All basketball hoops will be replaced in the gym at WRC in 2026.	O
1Q Comments:	The Willow basketball hoops are scheduled to be presented to the Board for approval in April, with installation targeted for August or September.	
Continue to enhance volunteer coach training and clinics for in house youth athletics	Review and update volunteer coaches' manuals for in-house youth athletics and incorporate a protocol for weather alerts with installation of the Perry Weather Lightning Detection system.	O
1Q Comments:	The Athletics team has updated the Youth Soccer Participant Manual and will review the youth basketball manuals, along with other major park district program materials, to ensure consistency and quality across all manuals. In April the district will introduce Statusfy, a new communication tool designed to provide real-time updates to the public and user groups regarding field conditions and the status of outdoor practices and games and Seascape. In addition, the Parks team is installing and launching the Perry Weather detection system in April, which will replace the Thor Guard lightning detection system.	
Explore potential partnerships with Village and/or Townships to improve senior programming	Meet with senior staff at the Village and local Townships to explore collaboration on senior programs and activities aimed at increasing participation.	O
1Q Comments:	Staff have begun partnering more closely with the Village and the Schaumburg Library in a collaborative effort. The Village shares our information, and staff distribute flyers and brochures at the Moretti's Luncheon hosted by the Village. The Schaumburg Library has also supported similar promotional efforts on our behalf. Through these partnerships, the district has seen an increase in participation.	

Evaluate the viability of continuing outdoor swimming lessons for 2027	Complete an evaluation report that includes enrollment trends, cost analysis, and staffing requirements, with a recommendation on whether to continue, modify, or discontinue outdoor swim lessons.	O
1Q Comments:	Staff will evaluate the summer outdoor swim lessons in Q3 for the 2027 budget.	

FACILITIES DIVISION REPORT

Motion:

Recommend the April Facilities Report to be included in the April Executive Director’s Report for Board approval.

Bridges General Programs:

- March Madness had 25 teams this season. Congratulations to our winning team of Pat Norton, Dick Evans, Troy Evans, and Jeff Lang with a fantastic score of -16.
- Master’s Toptracer Event had 6 teams for this Master’s Theme.
- Par 3 Challenge had our largest field of 46 players for this event on April 9.
- Breakfast with Bunny on March 28 serviced 90 adults, 34 kids, and 22 children under 3.

Golf Rounds

MONTHLY ROUND TOTALS					
2022	2023	2024	2025	2026	5 Year Average
751	248	1,400	914	961	855
YTD ROUND TOTALS					
2022	2023	2024	2025	2026	5 Year Average
751	248	1,737	914	961	922

Range Information

MONTHLY RANGE BASKET SALES TOTALS					
2022	2023	2024	2025	2026	5 Year Average
615	351	1,014	681	764	685
YTD RANGE BASKET SALES TOTALS					
2022	2023	2024	2025	2026	5 Year Average
648	553	1,739	757	1,044	948

Toptracer Hour Totals

MONTHLY TOPTRACER RESERVATION HOUR TOTALS					
2022	2023	2024	2025	2026	5 Year Average
409	584	696	781	493	593
YTD TOPTRACER RESERVATION HOUR TOTALS					

2022	2023	2024	2025	2026	5 Year Average
409	965	1,412	1,217	953	991

Food & Beverage

March

1 breakfast meeting servicing 30 guests

Breakfast with Bunny serviced 90 adults, 34 kids, and 22 children under 3

April

2 breakfast meetings servicing 65 guests

1 awards banquet servicing 49 guests

1 all-day meeting servicing 22 guests

1 memorial servicing 100 guests

1 christening servicing 80 guests

2026 Total Shotgun Events: 33 (booked through March)

2025 Total Shotgun Events: 33

2024 Total Shotgun Events: 32

Weddings

2026

2 ceremony only

2 receptions only

8 ceremony and reception

2027

1 ceremony and reception

2025

9 ceremony and receptions

2024

9 ceremony and receptions

2 receptions only

Marketing

Bridges

In March, 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 (Live Music), Golf Course Open, 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, Course Open, TaylorMade Fitting Experience, Fish Fry dates, Breakfast with Bunny, Toptracer Range Family Day, Golf Outings, and more.

Created window graphics for Halfway House and The Tap Inn to be installed in April

Metric Category	Bridges
Area Summary	Promoted 2026 golf, Toptracer Range, and special events. Highlighted Breakfast with Bunny, Live Music at Fish Fry, golf course opens, tournaments, and events on websites for registration, etc.
Campaigns	Toptracer Range Open, 2026 Events, Fish Fry, Toptracer Range Leagues, Breakfast with Bunny, Golf Course Open, Golf Outings, TaylorMade Fitting Experience
Marketing Materials	Website event updates, updated and printed Halfway House and beverage cart menus, 2026 events collateral, and marquee
Social Media Posts	38 total posts across 2 platforms (FB & IG)
Email Campaigns Sent	26 targeted blasts
- Open Rate (%)	46%
- Click Through Rate (%)	4%
C&M Community Events Attended	HE Chamber Board Meeting, HE Chamber Events, SBA Events, IPRA Marketing Meet Up roundtable

OTHER

In March, staff continued to promote park district programs and events throughout the community. Brian W. attended the monthly HE Chamber Board of Directors meeting along with HE Chamber and SBA events which provided an opportunity to further promote park district initiatives and strengthen community relationships.

Brian W. attended the IPRA Marketing Meet Up roundtable and gathered new strategies and insights and contributed to a couple of golf committee meetings where their outings will be at Bridges.



March 2026

Membership Totals	<u>3/31/2025</u>	<u>01/01/2026</u>	<u>03/31/2026</u>	<u>Var. +/-</u>
Totals	3,179	3,348	3,252	-96

Member Services/Sales & Fitness

- **March New Member Enrollments:** The Club finished March new enrollments with 111 new members enrolled. Enrollment has been a bit slower than expected, but revenue is still exceeding budget due to the dues increase. We'll be rolling out some new promotions over the next couple of months to help boost enrollment.
- **Referral Program Success:** Member referrals are a key indicator of membership satisfaction. In March, we had 26 new members joining as the result of a referral from an existing member, this is 23% of new members this month being referred to us from existing members, an excellent referral rate. Q1 brought in a total of 96 member referrals. Each member referring received a free month of dues.
- **United Healthcare Renew Active Program:** We had 130 Renew Active pass holders visit the Club in March, with 3 new members joining through this program this month.
- **Member Engagement and Facility Usage:** We had 2,684 unique visits this month, meaning 82% of active members used the facility at least once in the month of March. This indicates a high participation number in relation to total number of members.
- **Community Outreach:** The Club, in partnership with Ascension, offered a free colorectal cancer awareness table and blood pressure screening on March 26 at The Club.
- **Facility Rentals:** Facility rental numbers are starting to pick up slightly, with lots of requests coming in for the spring months
 - 40 volleyball rentals
 - 15 pickleball court rentals
 - 7 pickleball group classes
 - 6 basketball court rentals
 - 4 birthday parties
 - 4 room rentals
 - 3 overnight lock-ins
 - 1 youth basketball tournament
- **Fitness Team/Operations Team Initiatives:**
 - The Club staff offered a St. Patrick's themed all-ages Zumba in March.
 - The Club fitness invited Dick Pond of Hoffman Estates to come in and offer gait analysis and shoe recommendations on March 14. This same day we offered a trainer table staffed with two of our trainers to answer questions for members.

Marketing

The Club

March delivered strong performance driven primarily by organic search and local visibility, with consistent lead volume and continued growth in overall engagement. SEO and brand-driven search continue to be the primary drivers of inbound activity.

Key Highlights & Wins

- Strong organic lead growth, with calls increasing 45% month-over-month
- Google Business Profile continues to drive significant volume with 325 calls and strong visibility
- Website traffic remains high with consistent engagement across key pages
- SEO dominance across key search terms with major keyword improvements
- Organic search continues to be the primary driver of traffic
- Strong call volume with high answer rate

Marketing collateral and digital TV slideshows were created to promote monthly member specials, April Gains Pop-up classes, rentals, massages, and referrals.

Metric Category	The Club
Area Summary	Performance Snapshot <ul style="list-style-type: none">• Organic leads: 77 (↑ 45%)• Google Map leads: 325 (stable high volume)• Facebook leads: 33• 2 new GMB reviews: 5 stars
Campaigns	Member Promotions, Referrals, St. Patrick's Day Zumba Party, April Gains Pop-Up Classes, Rentals, Massage, and Personal Trainers
Marketing Materials	Website event updates, posters, tabloids, flyers, in-house TVs, and VOHE marquees
Social Media Posts	48 total posts across 2 platforms (FB & IG)
Website Traffic (Users)	4,186 users / 6,860 sessions
Top Pages / Content	Home page, membership, swimming, and guest visits
Top Google Queries	Club Prairie Stone, fitness club Hoffman Estates, gym Hoffman Estates, health club Hoffman Estates, fitness classes Hoffman Estates, gym rentals Hoffman Estates, fitness club South Barrington
C&M Community Events Attended	HE Chamber Board Meeting, HE Chamber Events, SBA Events, IPRA Social Media roundtable

TC Ice Operations

Ice Operations

- Hosted the Shirley Abilitylab Sled hockey tournament 3/6-3/8 totaling 12 games
- Hosted the LTS Chicagoland Championships on 3/22 totaling 16 hours on both rinks, this event featured Olympic Gold Medalist Katarina Gordeeva.

- Hosting the CCM Chicago Shuffle Tournament April 17-19
- Finalizing all summer ice requests, including internal camps
- Rink 1 is scheduled to come out in July as part of our annual ice melt
- On 3/28 Glen Ellyn Speed Skating hosted an event featuring several U.S. Olympic speed skaters
- Had 9 private rentals and parties in addition to contractual and internal programming in March including 2 home school groups

Public Skate

- St. Patrick's Day themed skate had 87 skaters; this was a Friends of HEParks sponsored event and fundraiser.
- Skate w/Bunny had 90 skaters enrolled
- (4) public skates in March totaling 361 skaters

Figure Skating

- Ice Show group number music is finalized and will have corresponding costumes to the music
- Costumes for the Group numbers are in the process of getting sized up and ordered
- Currently we have 268 enrolled in our spring figure skating classes that started the last week in March and run through May.
- HSA will be performing at the All-State Arena during the Chicago Wolves game intermission on 4/19
- We are working on hosting another seminar at the end of August featuring Olympic gold medalists Danny O`Shea and Ellie Kam
- Both high school teams traveled to Fort Wayne, IN for the 2026 Midwestern/Pacific coast sectional championship and both teams finished first.

Hockey

- Spring Wolf Pack is in full swing. Preskates took place 3/9 & 3/11, evaluations took place 3/16 & 3/18. We have 6 Wolf Pack teams competing in NWHL this spring.
- NWHL scheduling meeting took place on 3/22 for the Wolf Pack teams. Teams will play 8 regular season spring games. Teams will be re-tiered, and playoffs will take place on the weekend of 5/15-5/17, championship games will take place the weekend of 5/29-31 for teams that advance.
- Wolverines girls will have weekly skills and scrimmages 3/23-5/27. Wolverines will field 3 tournament teams U10/12, U14, U16/19. These teams will compete in local tournaments and will be an additional fee to the current program fee.
- Spring Jr. Wolf pack classes started 3/31 and will go through 5/30.
- NEW CLASS - JR WOLF PACK MITE PREP. We introduced a new hockey class specifically designed for kids 5-8 years old. The purpose of this class is to prepare players for a team environment and teach the fundamentals of game structure (offsides, positioning, lining up correctly for faceoffs, line changes). This will help with the seamless transition from classes to team play.

Spring Hockey Classes	2026	2025
Jr. Wolf Pack (Level 1)	34	53
Jr. Wolf Pack (Level 2)	40	33
Jr. Wolf Pack (Level 3)	25	32
Jr. Wolf Pack (Mite Prep)	8	New for 2026
Total	107	118

Spring WP Hockey League Team Counts	2026	2025
8U	1	1
10U	1	1
12U	1	3
14U	2	2
18U	1	1

Girls Spring Skills Clinic	2026	2025
8U/10U/12U Girls	16	18
14U 16U 19U Girls	41	27
Total	57	45
Wolverines Tournament Teams	2026	2025
10U/12U	1	1
14U	1	1
16/19U	1	1

Triphahn and Willow Centers

	March 31, 2025	January 1, 2026	March 31, 2026	Change
Memberships	803	687	779	92
Racquetball Members	21	20	22	2
Dog Park Members	432	453	416	-37

- TC/WC had 47 new members in the month of March 2026.
- There was a total of 122 Healthcare members who used TC or WC.
- TC had 104 rentals for the month of March.
- WC had 171 rentals for the month of March.
- Bo's Run hosted a Doggie Egg Hunt, bringing back a popular program from the past. There were 20 dogs that attended finding eggs filled with treats and prizes.

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS
BRIDGES OF POPLAR CREEK**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
Meet total budgeted rounds for the 2026 season.	Exceed the 2025 greens fee budget revenue.	O
1Q Comments:	The golf course opened on March 20 for the season.	
Pass Membership growth	Offer a variety of discount passes as well as annual passes for both the golf course and driving range.	O
1Q Comments:	Pass sales are off to a good start. Staff will be working hard to increase sales at time of check-in, especially as the weather improves.	
Provide a diverse range of golf lesson programs for all skill levels, from beginners to advanced players, to make golf more accessible and engaging for everyone.	Offer a variety of different class types, times, and levels to continue lesson participation.	O
1Q Comments:	Lesson programs are all up on Rectrac and registration has begun. We have a great variety of offerings this year and looking forward to the beginning of the season.	
Plan and offer Special Golf Course Events.	Offer 7 special golf course events in 2026 season.	O
1Q Comments:	The event scheduled is planned. We hosted our first March Madness event and had 100 players.	
Develop Toptracer challenges and events for players to participate in during their practice sessions.	Offer 12 Toptracer Challenge Events in 2026 season	O
1Q Comments:	Toptracer challenges will begin in April.	
Plan and offer Toptracer Tournament Events and Leagues.	Offer 3 Toptracer events and 7 Toptracer leagues in 2026 season	O
1Q Comments:	We had our first Toptracer Event, a 2-Man Scramble with 36 players. The Spring leagues are off to a good start with 2 leagues sold out with 40 players each.	
Provide community themed special events for holidays	Offer Breakfast with Easter Bunny and Breakfast with Santa events.	O
1Q Comments:	Breakfast with Bunny was well attended with 90 adults, 34 kids 4 -12, and 22 kids 3 & Under.	
Provide special events in the Beer Garden.	Offer special events in the beer garden.	O
1Q Comments:	Events in the Beer Garden will start end of 2nd qtr.	

Bridges Banquet Chairs	Purchase new banquet chairs for Bridges of Poplar Creek	C
1Q Comments:	Chairs have been purchased.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
Provide Junior Golf Development times to enhance awareness.	Increase youth player rounds in 2026 (2025 Total: 1,146)	O
1Q Comments:	We had 11 rounds in March.	

Toptracer Family Days with Sensory Sensitive times.	Host 2 Toptracer family days in 2026	O
1Q Comments:	We will be hosting our first Family Day in 2nd qtr.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
Increase shotgun golf outing opportunities to capitalize on both golf and food & beverage revenues.	Increase golf outing revenue in 2026.	O
1Q Comments:	Golf outing bookings continue to stay strong. We currently have 33 shotgun events scheduled for the 2026 season.	

Integrate environmental practices	Complete the process in 2026.	O
1Q Comments:	Controlled burns were completed in 1st qtr.	

Review and Update all Food & Beverage pricing and menus.	Complete review of pricing and menus in 1 st qtr.	C
1Q Comments:	Staff did a complete review of all menus and have adjusted based on current food and beverage costs. Staff will continue to monitor throughout the season and adjust accordingly if vendors have price increases.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	Status
Ensure all staff are highly trained to provide excellent service and handle various tasks efficiently.	Staff training completion rate (target: 100% of employees complete all provided training).	O
1Q Comments:	Staff has begun onboarding for the 2026 season.	

Create a special event calendar for the 2025 season.	Complete the 2025 event calendar and post by end of first quarter	C
1Q Comments:	The complete event schedule has been released and is online. We look forward to a great event season. Additional events may be added based on success of early events.	

Provide fitting day events from multiple vendors.	Provide 6 fitting event days with multiple vendors.	O
1Q Comments:	We have hosted 3 fitting days in 1st qtr. We have 2 more already scheduled for 2nd qtr.	
Purchase new updated banquet chairs that go with the updated décor in the facility.	Purchase and receive chairs in 2026.	O
1Q Comments:	Chairs have been ordered with an expected delivery date of May.	
Develop new website to a modern-day site to provide easier navigation for consumers.	Complete and launch in 2026.	O
1Q Comments:	Website planning has begun and early design concepts have begun with Purple Pig. Looking to launch in the fall.	

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS
THE CLUB AT PRAIRIE STONE**

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
Expand wellness services beyond traditional fitness	Launch new wellness-focused programs or offerings (ex. recovery/stretch, meditation, body composition)	O
1Q Comments:	Added 10 min meditation class onto group fitness schedule after existing yoga class.	
Uphold a supportive and inclusive environment	Host multiple member appreciation events and/or days in 2026	O
1Q Comments:	Offered 3 (monthly) Member Appreciation Days in Q1 .	
Purchase new equipment to enhance member experience.	Identify and prioritize fitness equipment upgrades for 2026.	O
1Q Comments:	Purchased a Nu-step Machine, and 2 Matrix treadmills in Q1	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
Strengthen partnerships with underserved community groups	Offer free community fitness classes and events throughout 2026	O
1Q Comments:	Most community events will take place in Q2-Q4. We did offer an all ages St. Patrick's day Zumba class open to all.	
Collaboration with Local Health Initiatives	Offer health or wellness related screenings in 2026	O
1Q Comments:	In partnership with Ascension, The Club offered 3 complimentary screenings/assessments in Q1.	
Community Voice in Programs	Provide small fitness and wellness program offerings throughout 2026 based on member interest.	O
1Q Comments:	The Club has begun to offer private yoga training with a positive response.	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
Membership Rate Increase	Evaluate all membership types and increase monthly membership dues.	C
1Q Comments:	Member dues were increased in January, \$5-\$10/month based on membership type	

Maintain and grow membership base	Exceed 2025 membership revenue budget.	O
1Q Comments:	Membership revenue is tracking slightly ahead of budget and currently exceeding 2025 revenue.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	Status
Enhance safety and security	Run quarterly emergency response drills	O
1Q Comments:	Reviewed emergency response drills and first aid equipment and locations in Q1 managers meeting.	

Enhance staff development	Develop and implement a standardized onboarding and training process for all part-time staff.	O
1Q Comments:	Working with all HEParks Facility Managers through regular meetings to create a standardized system of information and processes.	

Review subscriptions/platforms	Ensure best price and value for services provided from subscription services.	O
1Q Comments:	Audited all subscription services in Q1. Will review pricing and structure of these services, determine if this is the best value for district.	

Evaluate Part-time wages to ensure competitive pay and alignment with market trends	Complete wage analysis; Compare with regional industry standards and internal pay structure.	O
1Q Comments:	This project will start after our very busy Q1.	

Repair community locker room floors with new epoxy flooring.	Complete floor enhancement.	O
1Q Comments:	Club staff and Parks have begun to gather quotes for this project.	

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS
ICE DEPARTMENT**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
Expand participation in our Learn to Play Hockey Classes	Exceed enrollment numbers for level 2 program	O
1Q Comments:	Currently for Q1 we are trending lower than 2025, this is due to increase in Level 3 participants who are skilled enough to skip through level 2	
Offer Public Skates on School days off	Provide school day off public skates in 2026	O
1Q Comments:	In Q1 we held additional skates over the winter break, MLK Day, and Presidents Day.	
Offer additional Stick & Puck sessions	Exceed budget for daily drop-in hockey for 2026	O
1Q Comments:	Drop-in Hockey has been slower due to increased private rentals	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
Offer additional programing during the day	Build a class for learn to skate during the day to expand our introductory programming offers	O
1Q Comments:	Working on implementing for Q3	
Offer 3 new try hockey events	Host 3 try hockey for free events over 2026 to build grassroots programs	C
1Q Comments:	Hosted 3 try hockey free events in Q1; MLK Day, Presidents' Day and then a national event on 3/7.	
Offer Adult hockey class	Offer 1 adult based hockey program that works within our current schedule	O
1Q Comments:	Looking to build Q2 or Q3	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
Monitor staffing plan and pay rates for all ice staff members	Maintain a competitive pay rate and benefits for all staff based on the current job market. This is an area that is constantly evolving and will need to be monitored throughout the year to maintain our valuable employees.	O

1Q Comments:	Reviews have been completed, hired new staff on both Hockey and figure skating side with more competitive starting rates
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Evaluate & update ice prices	Make sure we are in line with current trends and pricing for all programs	O
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1Q Comments:	Market review of other ice rinks are being compared
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DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	Status
Create a Wolf Pack and Wolverines Parent Handbook	Offer a PDF version of a parent handbook on our website with hockey program information, policies, and FAQs to help educate parents	O
1Q Comments:	Parent Handbook has been started and we are currently comparing handbooks from other hockey programs	

Update Freestyle Rules	Publish new/updated rules for freestyle skating to ensure safety	C
1Q Comments:	Freestyle Rules have been updated and posted	

Create plan to sharpen Rental Skates	Document skates in rental room including sharpening skates to create overall satisfied customers who utilize rental skates for classes and public skate	O
1Q Comments:	We have been working on getting all skates sharpened. All hockey rental skates are complete; working on Figure Skates in Q2	

Utilize Wolves Locker Room Space	Find renter or create programming for internal use	O
1Q Comments:	For Q1, we have had two interested user groups in the space. We are also advertising and working on an option for usage for groups that book regularly with us.	

ADMINISTRATION AND FINANCE DIVISION REPORT

Motion:

Recommend the April Administration & Finance Report be included in the April Executive Director's Report for Board approval.

Finance:

- Auditors were on-site April 14-16, and communicated the audit has gone well, especially for a new audit.
- Completed and filed Illinois Department of Employment Security reports for 1Q2026. Going forward, all reports will be filed by Paycom.
- Developed quarterly balanced scorecard.

Technology:

- A new camera was installed in the main gym at Willow Rec Center and the existing camera was upgraded to increase visibility of the entire gym including the exit doors.
- The Axis M1055 camera with night vision works well. The camera in the Triphahn Center's server room was replaced. We will be upgrading other cameras with the need for night vision using this model.
- The two existing cameras covering the gym at Triphahn Center were upgraded to improve visibility.
- IT installed a new security camera, an emergency wall phone, and the Comcast TV box to the newly installed 65" TV in the strength room.
- IT plans to install an emergency wall phone in the gymnastics studio and the cardio room as well.
- For the Comcast Fiber Upgrade, IT worked with SNI to prepare all routers, switches and firewalls at Triphahn Center and the Parks Maintenance building for the cut over of our fiber network. Comcast has scheduled the cut over for Triphahn Center on April 22 and Parks building on April 23. We anticipate minimal downtime as we move cabling from one hardware to another.
- IT installed a new TV and Reach player for the Reach TV system on the north side of Triphahn Center. Both the main lobby and north side reach players are now showing a daily schedule of events.
- IT has completed the setup of the new HR and IT work order ticketing system at our custom domain, servicedesk.heparks.org, and presented the new portal at our recent FT staff meeting.
- The email address, support@heparks.org will no longer be available to create tickets. All staff have been notified to utilize the new portal to open tickets/requests.
- IT is wrapping up the initial KnowBe4 cybersecurity awareness training sent out to users, with 91% completion. Staff is preparing the next campaign of random phishing emails with remedial training if needed. IT also presented a

recap along with examples of phishing emails at our recent full-time staff meeting.

Human Resources:

Recruitment and Onboarding:

- Human Resources onboarded 98 rehire packets through the Paycom system. Two in-person orientations were conducted for full-time employees, covering organizational policies, benefits, and workplace expectations. All full-time staff completed required Sexual Abuse Prevention and Cybersecurity Training on April 9, 2026.
- Staff continues to partner with Paycom representatives to streamline and consolidate data to ensure alignment with agency policies. Development of the HRIS platform remains ongoing, with a focus on improving hiring and onboarding efficiency for part-time and seasonal staff. During this reporting period, two Recreation Supervisors were successfully recruited and hired.

Risk Management:

- With the onset of improved weather and increased park utilization, staff have been conducting inspections of playgrounds to ensure appropriate signage is in place and safety standards are maintained.

Benefits Administration:

- To complete our transition to IPBC, Human Resources conducted a one-week open enrollment period for Voluntary Life Insurance through the PlanSource portal. Employees were provided the opportunity to confirm or modify coverage through April 17.

**HOFFMAN ESTATES PARK DISTRICT
2026 BUDGET GOALS
ADMINISTRATION, FINANCE & IT**

Key: C = Complete / O = On Track / D = Deferred / N= Not Complete

DISTRICT CORNERSTONE #1: HEALTHY AND ENJOYABLE EXPERIENCES

Goal	Performance Measures	Status
Provide initiatives for staff to promote health and wellness	Evaluate and create two wellness initiatives for insurance-eligible employees.	O
1Q Comments:	Second and Fourth Quarter	
Provide biometric screening opportunity for staff	Through the Empower partnership with IPBC, staff will coordinate an on-site biometric screening for employee wellness and education.	O
1Q Comments:	4th Quarter	
Identify areas of growth in Risk Management	Through the District's partnership with PDRMA, utilize the Risk Management Review tool to identify any areas where the district can improve in risk management.	O
1Q Comments:	Staff attended Employment Practice Liability (HELP), Chainsaw and Ladder Safety Training. Defensive Driving and with back-up procedures.	
Increase staff participation in employee benefits by 5%	Through education on employee benefits, increase staff participation by 5%.	C
1Q Comments:	2nd Quarter increased FSA participation.	

DISTRICT CORNERSTONE #2: SOCIAL EQUITY

Goal	Performance Measures	Status
Develop standardized legal compliance practices for hiring new staff	Following current legal regulations, develop compliance practices to ensure fair and legal employment practices, required qualifications, and competencies for all vacant positions.	O
1Q Comments:	Using the HRIS system for all hiring compliance	

DISTRICT CORNERSTONE #3: FINANCIAL & ENVIRONMENTAL STEWARDSHIP

Goal	Performance Measures	Status
Upgrade Virtual Hosts Hardware	Convert from VMWare to Proxmox	O
1Q Comments:	Move to 2nd or 3rd quarter	
Establish immutable Cloud backup to replace existing offsite backup.	Set up an immutable cloud backup.	C
1Q Comments:	Veeam Cloud backup has been set up and operational.	

Implement armored car service for cash transport	Research and contract with armored car service for picking up district cash receipts and delivering to bank on an appropriate schedule.	O
1Q Comments:	Armored Car service research has been completed. We will be implementing service in 2nd qtr.	
Create New Financial Analysis Report	Director of Finance will create new report design and publish quarterly for A&F Committee.	C
1Q Comments:	Financial Analysis report have been redesigned and will be presented in 1st qtr updates.	
Create New Balanced Scorecard Report	Director of Finance will create new report design and publish quarterly for A&F Committee.	C
1Q Comments:	New balance scorecard has been updated and will be presented in 1st qtr.	
Implement Credit Card System to Eliminate Shared Credit Cards	Determine which staff require access to an individual credit card, order cards for those staff. This will streamline cross-checking of credit card statements for Disbursement Supervisor.	C
1Q Comments:	All individuals with purchasing authority have received their new cards.	
Conduct regular reconciliation of all receivable and payable accounts	Conduct monthly reconciliation of all receivable and payable accounts.	O
1Q Comments:	Monthly reconciliation has been conducted for each month in 1st qtr.	
Reduce paper support documents in invoice and receipt process.	Streamline invoice and receipt processing to eliminate paper support documents that are currently held by the district.	O
1Q Comments:	Staff has been trained on uploading digital receipts to the purchase order system. We will continue investigate other initiatives to eliminate paper.	
Ensure timely reconciliation of IMRF and payroll liabilities	Utilizing the Paycom system, reconcile all IMRF and payroll liabilities on a monthly basis.	O
1Q Comments:	Staff is looking into how to streamline this process.	

DISTRICT CORNERSTONE #4: OPERATIONAL EXCELLENCE

Goal	Performance Measures	
Cybersecurity Training for Appropriate Staff	Conduct regular awareness training and simulated phishing attacks.	O
1Q Comments:	Required training implemented utilizing KnowBe4, additional training scheduled	
Upgrade Fiber Dedicated Internet & Network Speeds	Increase our fiber Internet speeds from 300/300mbps to 500/500mbps or 1/1gbps	O
1Q Comments:	VOG, WC, TC complete. PARKS scheduled tomorrow. BPC & The Club in the next week or two.	
Migrate RecTrac to VSI Hosted (Cloud) solution	Complete the migration with RecTrac.	C

1Q Comments:	Completed in 1st Quarter. RecTrac migrated to the Cloud successfully.	
Migrate BS&A to BSA Online (Cloud) solution	Complete the migration with BS&A..	O
1Q Comments:	This will be completed in August or September.	
Update job descriptions	Using new platform in Paycom, update all job descriptions.	O
1Q Comments:	On schedule	
Implement New Daily Receipt Transaction Process District-Wide	Focusing on facility responsibilities, implement new daily receipt transaction process.	O
1Q Comments:	This process is still being reviewed and will coincide with the armored car service deposit methods.	
Crosstrain Business Supervisors	Crosstrain Disbursement and Receivables Supervisors to ensure knowledge of both functions.	O
1Q Comments:	Cross training has begun and will continue as the business department looks to add on another team member in 2nd qtr.	
Implement Responsibilities for new Accounting Manager	Following job description, implement new responsibilities for this position within the Business Department.	C
1Q Comments:	Job descriptions have been reviewed and updated for the entire Finance Department.	
Conduct timely and organized audit.	Conduct timely and adequate coordination of audit planning and processes with new auditor.	O
1Q Comments:	Audit process is on schedule and Auditors just completed onsite fieldwork.	
Provide quarterly statement analysis meetings with department heads and managers.	Finance staff will meet with department heads and managers on a quarterly basis to discuss financial statement analysis to determine position of department and/or program.	O
1Q Comments:	Finance Team will meet with department heads early 2nd qtr to review 1st qtr.	

Weekly Board Updates 3.20.2026

Dear Commissioners,

Upcoming Events

Mar 28 - Breakfast with Bunny

Mar 29 - Doggie Egg Hunt

Apr 4 - Egg Hunt - Pine Park

Apr 4 - Egg Hunt - Fabbrini Park

Apr 4- Egg Hunt - Cannon Crossings

Apr 10 - Senior Open House

May 2- Kite Day

May 9 - Community Garage Sale

May 16 - Kids to Parks Day

New HEParks Website Has Launched!

Take a look at our brand-new website - the address is the same: heparks.org , but the experience is modern and user-friendly. While there are a few behind-the-scene items we are still working on and the management and updates will remain ongoing, we are proud of the feedback we have received so far, and the smooth integration with our registration software.

Friday Fish Fry continues at Bridges of Poplar Creek through April 3! Live Music Tonight!

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, March 13 and 27 (5-8pm).

Hanover Township Job Fair - Wednesday, April 8 - Township Senior Center

Area legislators including State Rep Fred Crespo, State Senator Cristina Castro, and Cook County Commissioner Kevin Morrison are sponsoring the 15th Annual Job Fair at the Hanover Township Senior Center (240 S. Route 59, Bartlett). The fair begins at 11:00 a.m. for veterans only, followed by the open session from 11:30 a.m. To 2:00 p.m. More information, including confirmed vendors, can be found at this [link](#).

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.

HEParks Senior Open House - Friday, April 10 - Triphahn Center - 9:00-11:00 a.m.

Join us for a fun, interactive morning designed for those 50 and better! Focus on wellness while exploring all the ways to stay active, social, and engaged this spring. The open house will include demo exercise classes, club and group activities, pickleball and volleyball, and several wellness vendors will be onsite to share their offerings in the community. Come to the north side of Triphahn Center on Friday, April 10 from 9 to 11 a.m. To learn about all we have to offer our senior community.

IAPD Legislative Conference and Reception – Springfield, IL – May 5 and 6

The annual Legislative Conference, hosted by IAPD, will take place in Springfield on May 5 and 6. The Reception will take place at the Illini Country Club on Tuesday, May 5, with the Conference the following day at the Crowne Plaza Hotel. If any Commissioners are interested in attending, please let Cindy know ASAP to RSVP and to make hotel arrangements. This program is designed to provide commissioners, directors and professionals with up-to-date information on IAPD's Legislative Advocacy Program and all pending legislation affecting IAPD's membership. Tools will be provided to aid commissioners and directors in communicating with their local legislators. Please let Cindy know if you would like to attend. As of now, we have Robert, Brian and Craig registered.

Have a great weekend!
Craig

Weekly Board Updates 3.27.2026

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May 16 - Kids to Parks Day

Daily Herald Article - New HEParks Website Launch

Attached is a short article published in the March 26 edition of the Daily Herald, regarding the launch of our new website.

Celebration of Life for Cary and Sue Collins - April 25 - Bridges of Poplar Creek County Club

The Collins family invite our current Commissioners and Staff to a celebration of life for their parents, Cary and Sue, who were always very supportive of the Hoffman Estates Park District and Village. The celebration will take place at Bridges of Poplar Creek on Saturday, April 25 from 10am to 2pm. An informational flyer is attached. If you would like to attend, please RSVP no later than Friday, April 10 to Mickey Walker at mickey21@foxvalley.net or Cat Totin Burrell at cctburrell@hotmail.com.

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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, March 27 (5-8pm).

Egg Hunts - Saturday, April 4 - Pine Park / Fabbrini Park / Cannon Crossings

All are invited to the annual HEParks egg hunts on Saturday, April 4. We are offering three locations at three different times: Pine Park at 8:45 a.m., Fabbrini Park at 10:45 a.m., and Cannon Crossings at 12:45 p.m. Pre-registration is required (\$5 for residents / \$7 for non-residents) at this [link](#). If any Commissioners would like to attend and/or help out, please let Cindy know.

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Kite Day - Saturday, May 2 - Fabbrini Park - 11am-2pm

Ready for a sky-high adventure? Join us at Fabbrini Park for a free family Kite Day! Bring your kites, family, and friends for a day filled with breezes and smiles.

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Craig



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Submitted Content

Hoffman Estates Park District launches redesigned, user-friendly website



The Hoffman Estates Park District announced the launch of its redesigned website on Wednesday. *Courtesy of Hoffman Estates Park District*

Submitted by Hoffman Estates Park District

Posted March 25, 2026 2:41 pm

After a year of planning, collaborating and innovating, the Hoffman Estates Park District has announced the launch of its newly redesigned website, heparks.org.

This new site delivers a faster, more user-friendly digital experience for residents and visitors.

This new digital experience reflects the district’s ongoing commitment to accessibility, convenience and community engagement.

Developed using valuable input from both staff and community members, the updated website introduces a range of features designed to better serve users of all ages and abilities, including streamlined navigation, enhanced mobile responsiveness, an interactive facilities map and expanded tools to browse, discover and register for programs.

To bring this vision to life, the district partnered with Prolific Digital, an award-winning digital marketing agency based in Louisville, Kentucky.



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Arlington Heights hosting virtual forum on Hintz Road project

Arlington Heights is holding a monthlong virtual forum about the upcoming Hintz Road Reconstruction Project between Kennicott Avenue and Arlington Heights Road. The project includes full-depth road re...



New developer seeks to adopt previously approved plan for 69 townhouses in Prospect Heights

A developer is asking the Prospect Heights city council for permission to take over a controversial proposal to build 69 townhouses that was previously approved, but never built. The council voted 3-2...



Four hurt in three-vehicle crash in Barrington Hills

Four people were taken to a hospital after a crash involving a dump truck and two passenger vehicles in Barrington Hills Thursday morning. The crash caused the truck to roll over and spill its content...



State panel unanimously denies parole for convicted killer Patricia Columbo

"Please don't ever release her. She doesn't deserve to be in society." Mark Tygrett made that plea Thursday to Illinois Prisoner Review Board members weighing parole for his cousin, Patricia Colum...



Just getting started: Marklund's Bridge Builder program marks third year

This spring, Marklund's Bridge Builder CDS day program is celebrating an important milestone: three years of meaningful education, growth and community! What started as an idea to create a therape...



Des Plaines mayor tells business leaders the city is 'on our way'

Des Plaines Mayor Andrew Goczkowski told local business leaders Thursday that the city is "on our way," citing surging development, improving finances and declining crime in an address focused on ...

Around the Web

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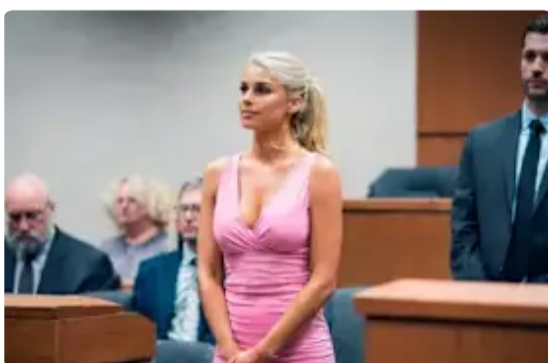
Dr. Mark Skousen: "The #1 Stock to Buy Before The SpaceX IPO." Get The Ticker

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TheWalletGuru



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Health Club Journal



Endocrinologists: If You Have Diabetes, Read This Before It's Removed!

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If You Have Diabetes, Read This Before It's Removed!

Health Headlines

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Weekly Board Updates 4.3.2026

Dear Commissioners,

Upcoming Events

Apr 4 - Egg Hunt - Pine Park - new location: Triphahn Center

Apr 4 - Egg Hunt - Fabbri Park - new location: Triphahn Center

Apr 4 - Egg Hunt - Cannon Crossings - new location: Triphahn Center

Apr 10 - Senior Open House

Apr 15 - Camp Info Night

Apr 25 - Earth Day - Spring Clean Up

May 2 - Kite Day

May 9 - Community Garage Sale

May 16 - Kids to Parks Day

Tonight - Last Chance for the Friday Fish Fry at Bridges of Poplar Creek

Join us tonight for the last Fish Fry of the season 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).

Egg Hunts - Saturday, April 4 - NOTE: All Egg Hunts Now Indoors at Triphahn Center

Due to the rain-soaked grounds and expected weather overnight, we will now hold all three Egg Hunts indoors at Triphahn Center. All registered attendees should come to the Triphahn Center at their original scheduled time. As a reminder, the scheduled times are: 8:45am if you registered for the Pine Park location; 10:45am if you registered for the Fabbri Park location; and 12:45pm if you registered for the Cannon Crossings location. If you have not already registered, please do so today at this [link](#), as pre-registration is required (\$5 for residents / \$7 for non-residents).

Hanover Township Job Fair - Wednesday, April 8 - Township Senior Center

Area legislators including State Rep Fred Crespo, State Senator Cristina Castro, and Cook County Commissioner Kevin Morrison are sponsoring the 15th Annual Job Fair at the Hanover Township Senior Center (240 S. Route 59, Bartlett). The fair begins at 11:00 a.m. for veterans only, followed by the open session from 11:30 a.m. To 2:00 p.m. More information, including confirmed vendors, can be found at this [link](#).

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.

HEParks Senior Open House - Friday, April 10 - Triphahn Center - 9:00-11:00 a.m.

Join us for a fun, interactive morning designed for those 50 and better! Focus on wellness while exploring all the ways to stay active, social, and engaged this spring. The open house will include demo exercise classes, club and group activities, pickleball and volleyball, and several wellness vendors will be onsite to share their offerings in the community. Come to the north side of Triphahn Center on Friday, April 10 from 9 to 11 a.m. To learn about all we have to offer our senior community.

Kite Day - Saturday, May 2 - Fabbrini Park - 11am-2pm

Ready for a sky-high adventure? Join us at Fabbrini Park for a free family Kite Day! Bring your kites, family, and friends for a day filled with breezes and smiles.

IAPD Legislative Conference and Reception – Springfield, IL – May 5 and 6

The annual Legislative Conference, hosted by IAPD, will take place in Springfield on May 5 and 6. The Reception will take place at the Illini Country Club on Tuesday, May 5, with the Conference the following day at the Crowne Plaza Hotel. If any Commissioners are interested in attending, please let Cindy know ASAP to RSVP and to make hotel arrangements. This program is designed to provide commissioners, directors and professionals with up-to-date information on IAPD's Legislative Advocacy Program and all pending legislation affecting IAPD's membership. Tools will be provided to aid commissioners and directors in communicating with their local legislators. Please let Cindy know if you would like to attend. As of now, we have Robert, Brian and Craig registered.

Have a great weekend!
Craig

Weekly Board Updates 4.10.2026

Dear Commissioners,

Upcoming Events

Apr 15 - Camp Info Night

April 24 - We Gotta Bingo Theatre Shows

Apr 25 - Earth Day - Spring Clean Up

Apr 25 - Friends of HEParks Days @ Toptracer

Apr 25 - We Gotta Bingo Theater Shows

Apr 26 - We Gotta Bingo Theater Shows

May 2- Kite Day

May 9 - Spring Seed Bomb - Volunteer Event

May 9 - Community Garage Sale

May 16 - Kids to Parks Day

June 1 - Friends of HEParks Days - Golf the Green

HEParks is Seeking Community Representatives for its Standing Committees

With our annual board meeting coming up in May, we have a few seats opening up on our standing committees (Buildings & Grounds, Recreation & Facilities, and Administration & Finance). The Community Representative attends one meeting per month (3rd or 4th Tuesday) and provides input from a resident perspective regarding the projects and topics that are discussed with the Board of Commissioners. Each committee is made up of five residents and two Park Commissioners, and committees make recommendations to the full Board. Community Representatives, however, do not vote as members of the full park board. If you know of anyone who would be interested in this volunteer position, please share this [link](#) with them, or have them reach out to Cindy Flynn. This has been advertised in the Daily Herald and on the website

Friends of HEParks Days at Toptracer - Saturday, April 25 - All Day

Bring your family and friends to Toptracer on Saturday, April 25 to practice your golf swing and play interactive games. A portion of all bay rentals on this day will be donated to the Friends of HEParks Foundation, helping at-risk families in Hoffman Estates access and enjoy recreational opportunities. Reservations for Toptracer can be made up to seven days in advance at this [link](#). More information can be found on our Toptracer webpage [here](#).

Kite Day - Saturday, May 2 - Fabbrini Park - 11am-2pm

Ready for a sky-high adventure? Join us at Fabbrini Park for a free family Kite Day! Bring your kites, family, and friends for a day filled with breezes and smiles.

Grand Re-Opening of Vogelei Park AND Kids to Parks Day - Saturday, May 16 - 11am-2pm

Join at at our newly renovated Vogelei Park on Saturday, May 16 for a grand re-opening and ribbon cutting ceremony (11:00am). This extensive, fully-inclusive community park has so many opportunities for play for children and adults of all abilities. This celebration will coincide with the annual Kids to Parks Day event, which is a National Day of Outdoor Play. This free event will include outdoor games, exploration, entertainment, and fun activities for kids of all ages. Food trucks will be on-site as well with food available for purchase. Mayor McLeod and village trustees will be in attendance. Commissioners, please let Cindy know if you plan to attend the ribbon cutting and/or Kids to Parks Day events.

NRPA Annual Conference - September 29 - October 1 - Philadelphia

Registration for this year's NRPA Conference begins May 11 (approximately four weeks from now). If you are [thinking](#) about attending, please let Cindy know as soon as possible. We can cancel registrations for a small fee until September 1, so it is better to register and cancel than to try to register and book a hotel room later. We cannot reserve rooms at most hotels until we have completed a registration for you, and the headquarters hotel and other locations nearest

the conference will sell out within the first day. The conference will take place at the Philadelphia Convention Center from Tuesday, September 29 (9:00am opening general session) to Thursday, October 1 (last session ends at 3:30pm).

Have a great weekend!
Craig

Weekly Board Updates 4.17.2026

Dear Commissioners,

Upcoming Events

April 24 - We Gotta Bingo Theatre Shows

Apr 25 - Earth Day - Spring Clean Up

Apr 25 - Friends of HEParks Days @ Toptracer

Apr 25 - We Gotta Bingo Theater Shows

Apr 26 - We Gotta Bingo Theater Shows

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Grand Re-Opening of Vogelei Park AND Kids to Parks Day - Saturday, May 16 - 10am-1pm

Join at at our newly renovated Vogelei Park on Saturday, May 16 for a grand re-opening and ribbon cutting ceremony (10:00am). This extensive, fully-inclusive community park has so many opportunities for play for children and adults of all abilities. This celebration will coincide with the annual Kids to Parks Day event, which is a National Day of Outdoor Play. This free event will include outdoor games, exploration, entertainment, and fun activities for kids of all ages. Food trucks will be on-site as well with food available for purchase. Mayor McLeod and village trustees will be in attendance. Please note that parking will not be available in the Vogelei parking lot. There is street parking available to the north of the park, and we will have a shuttle servicing both the Winston Churchill Elementary School (1325 Jones Road) and the AT&T office building (1520 N. Jones Road). Commissioners, please let Cindy know if you plan to attend the ribbon cutting and/or Kids to Parks Day events.

NRPA Annual Conference - September 29 - October 1 - Philadelphia

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Have a great weekend!

Craig

Weekly Board Updates 4.24.2026

Dear Commissioners,

Upcoming Events

April 24 - We Gotta Bingo Theatre Shows

Apr 25 - Earth Day - Spring Clean Up

Apr 25 - Friends of HEParks Days @ Toptracer

Apr 25 - We Gotta Bingo Theater Shows

Apr 26 - We Gotta Bingo Theater Shows

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May 9 - Community Garage Sale

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IAPD 2026 Summer Golf Tour

This summer, the IAPD Golf Tour will make stops at *Old Orchard Country Club in Prospect Heights (Monday, June 22)* , *Bridges of Poplar Creek (Monday, July 20)* and *Foxford Hills Golf Club in Cary (Monday, September 14)*. HEParks will enter a foursome in each of the three

events. The first two outings begin with registration and warm-ups at 11:00 a.m. (lunch is on your own), with a 12:00 shotgun start, followed by dinner, awards and raffles 4:30-6:00 p.m. The third outing will be one hour earlier (10am check-in, 11am shotgun, 3:30 dinner). Commissioners, please let Cindy know if you are interested in participating in one or more events.

2026 IAPD Governance and Leadership Forum - Various Dates/Locations June-September

IAPD is offering an educational opportunity for board members where you can network, share ideas, challenges and successes, and meet others who also serve their local park districts as Board Commissioners. Topics will include Boardmanship, Legal Responsibilities, Ethics, Conflict Resolution, and Running an Efficient Board Meeting. IAPD will offer this forum from 6:00 to 8:30 p.m. On the following dates/locations: Tuesday 6/23 at Plainfield Park District; Monday 7/27 at Normal Parks & Recreation; Tuesday 8/11 at South Barrington Park District, and Thursday 9/17 at Wilmette Park District. If you would like to attend any of these forums, please let Cindy know.

NRPA Annual Conference - September 29 - October 1 - Philadelphia

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Upcoming Neighborhood Block Parties

Here is a list of upcoming neighborhood block parties. Mayor McLeod tries to attend each one – feel free to stop by!

665 N. Hundley Street

Sunday, May 31

12:00 – 4:00 p.m.

1:00-1:30 p.m. (Mayor, police/fire requested at 4:00)

Have a great weekend!

Craig