

MINUTES
ADMINISTRATION & FINANCE COMMITTEE
July 28, 2026

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration and Finance Committee was held on July 28, 2026, at 7:15 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Reps Hanner, Henderson and Musial, Commissioner Kaplan,

Absent: Comm Rep Wilson

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

Audience: President Friedman, Commissioners Chhatwani, Dressler, Evans, MacGregor; Gary Alperin, Rachel and John Rogers

2. Approval of Agenda:

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

3. Approval of the Minutes:

Comm Rep Henderson made a motion, seconded by Comm Rep Harner to approve the minutes of the June 23, 2026, meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None.

5. Old Business:

None.

6. New Business:

A. Ascension Sponsorship Agreement 2026-2029 / M26-062

Comm Rep Henderson made a motion, seconded by Comm Rep Harner to recommend to the full board the approval of the Ascension St. Alexius Medical Center sponsorship contract for the period August 1, 2026 – July 31, 2029, in the amount of \$78,000 per year.

Executive Director Talsma noted that we had three-year contracts in the past with Alexian Brothers, but had moved to one-year agreements when Ascension came in. This year we were able to make a three-year agreement, with the price increasing from \$75,000 to \$78,000 per year and everything else remaining the same.

The motion carried by voice vote.

B. Surplus Ordinance / M26-066 / O26-005

Comm Rep Harner made a motion, seconded by Comm Rep Henderson to recommend to the full board the approval of the attached Ordinance O26-005 an “Ordinance Authorizing the Disposal, Sale or Trade-In of Surplus Property Owned by the Hoffman Estates Park District.”

Executive Director Talsma these surplus items are recyclable scrap metal from the old Thorguard systems and old disc golf baskets.

The motion carried by voice vote.

C. Balanced Scorecard / M26-065

Comm Rep Harner made a motion, seconded by Comm Rep Henderson to recommend to the full board the approval of the Balanced Scorecard for YTD through 2nd Quarter 2026.

Executive Director Talsma said there were some explanatory points in the memo, and added that we have seen positive numbers in memberships and participants.

The motion carried by voice vote.

D. Administration, Finance & IT Report and 2Q2026 Goals / M26-063

Comm Rep Harner made a motion, seconded by Comm Rep Henderson, to include the report in the Executive Director’s Report.

Commissioner Evans asked if all staff were trained in cyber security, including Executive Director Talsma. Director Rivas said yes, anyone who has an heparks.org email was required to take this training.

The motion carried by voice vote.

E. Open and Paid Invoice Register: \$3,624,779.04

Comm Rep Harner made a motion, seconded by Comm Rep Henderson to approve the Open and Paid Invoice register as presented.

The motion carried by voice vote.

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

Comm Rep Harner made a motion, seconded by Comm Rep Henderson to approve the financial reports as presented.

Executive Director Talsma reminded the board and committee that we changed how we budgeted some items this year: IMRF/FICA were budged in every class; health insurance is paid through the General Fund, but we do a chargeback to individual funds; and we allocate interest income to all funds as we receive it. We will remind again as the year goes on, as balances will look different than the year prior.

The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Harner said the Hope Fore Hoffman golf outing was very successful, and he appreciates the participation by the park district. They will donate \$100,000 to the Human Services Department to be used to assist residents in the community. He added that Deputy Director Bechtold was a huge help in solving any issues that came up.

Comm Rep Henderson said he participated in the golf outing with Lon Harner and Jennifer from the Village. Any time something happened, they called Deputy Director Bechtold, and it was taken care of.

President Friedman said he was also at the golf outing, and he witnessed that Deputy Director Bechtold and Executive Director Talsma were on the receiving end of those calls.

Comm Rep Musial Said she is enjoying the summer and the golf course. Everything has been great.

8. **Adjournment:**

Comm Rep Henderson made a motion, seconded by Comm Rep Harner to adjourn the meeting at 7:29 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

The following questions were asked and answered via email prior to the meeting:

1. Just curious? Why are the Health Insurance costs being booked to General the General Fund instead of being allocated to the individual funds?

In order to better track the total paid for Health Insurance, it is recorded in a single account in the general fund. However, there are chargebacks to allocate expenses to each individual operating fund.

2. With regard to potential parking concerns (at Cannon Crossings), I was wondering if it was conceivable to add an additional 10-12 parking spaces to alleviate some of their concerns (and ours?) on busy weekend days if space can be made available and the additional cost accommodated?

It would be cost prohibitive to expand the parking lot to add 10-12 spots. If we were able to do this, the additional spots would be closer to the school, which is where the overflow parking already exists and is used in the evenings and on weekends.