

MINUTES
ADMINISTRATION & FINANCE COMMITTEE
August 25, 2026

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration and Finance Committee was held on August 25, 2026, at 7:06 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Reps Harner, Henderson, Musial, and Winner, Commissioner Kaplan, Chairman McGinn

Absent:

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

Audience: Commissioners Chhatwani, Dressler, Evans, MacGregor

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 Harner made a motion, seconded by Commissioner Kaplan to approve the minutes of the July 28, 2026, meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None.

5. Old Business:

None.

6. New Business:

A. Administration, Finance & IT Report / M26-070

Comm Rep Harner made a motion, seconded by Commissioner Kaplan, to include the August Administration, Finance & IT Report in the Executive Director's Report.

Executive Director Talsma noted the following:

- The armored car service has begun; the finance department is still doing some internal cash handling procedures.
- The Vogeley sign has gone out twice now, due to squirrels getting in and chewing through the wires. Squirrels are expected in an arboretum, so we need to shore up access to the sign base.

The motion carried by voice vote.

B. Open and Paid Invoice Register: \$1,881,988.01

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

Executive Director Talsma stated that the Chicago Title payment was for title insurance we needed for the Cannon Crossings property to complete the OSLAD application.

The motion carried by voice vote.

C. District Wide Operations Statement, and Revenue and Expenditure Report

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

Commissioner McGinn asked about the senior enrollment numbers being down. Executive Director Talsma said we have more turnout for activities but less revenue, as they are coming for the free or low cost activities we offer. They enjoy the pickleball, volleyball, mahjong, Wii sports and the library. We are servicing the community but the revenue based activities are not popular.

Comm Rep Henderson asked if we did something different with the Silver Sneakers program. Executive Director Talsma said that we do not accept them at The Club, but we do have some Silver Sneakers members at Triphahn and Willow Fitness Centers.

Commissioner McGinn asked if there is any update on the leak in the pool at Seascape. Executive Director Talsma said we will need to have the pool drained (after 9/7) and will test more then.

The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Harner said he was sad to hear about Dolly Parton's passing.

Comm Rep Musial said she will miss the next three meetings but will review the reports and send any questions via email.

Commissioner McGinn said he has done a lot of walking lately; the Parks team has done a lot of cleanup with brush and tree trimming.

Comm Rep Henderson said the district was right about the scooters. There have been a few deaths and injuries lately in other areas. Commissioner McGinn said that hopefully our new decals on all paths will help in our parks.

8. Adjournment:

Commissioner Kaplan made a motion, seconded by Comm Rep Harner to adjourn the meeting at 7:20 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. Chicago Title Payment - is this an insurance policy?
[This was a one-time payment for an ALTA Title Insurance policy, which was required for the Cannon Crossings OSLAD application.](#)
2. Are the increases in personnel, operations, and professional/administrative expenses structural increases that we should expect to continue, or are a significant portion of the 7.2% expense increase one-time expenditures?
[The overall budgeted expenses for 2026 are 9.5% higher than the 2025 budget. Therefore, yes, the 7.2% increase YTD is in line with our expectations.](#)