



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**MINUTES
RECREATION COMMITTEE MEETING
November 10, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation Committee was held on November 10, 2015 at 7:00 pm at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Rep Henderson, Wittkamp, Chairman Kinnane

Absent: Comm Rep Dressler, Koltz, Neel

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, Golf Director Bechtold

Audience: Comm Rep Bettencourt and Winner, Commissioners McGinn and Kilbridge, President Bickham, Mr. K. Evans

2. Approval of Agenda:

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

3. Minutes:

Comm Rep Wittkamp made a motion, seconded by Commissioner Evans to approve the minutes of the October 13, 2015 meeting as presented. The motion carried by voice vote.

4. Comments From the Audience:

None

5. Old Business:

None

6. New Business:

A. Balanced scorecard/M15-151:

Executive Director Bostrom reviewed the balanced scorecard noting that the status of the report was through September 30th.

Commissioner Evans made a motion, seconded by Comm Rep Henderson to send the balanced scorecard to the board as presented. The motion carried by voice vote.

B. Recreation, Facilities & Golf Report/M15-153:

Director Kies and Bechtold noted that the coming Special Events included Breakfast with Santa and the Winterfest.

President Bickham asked about the increase in WRC's numbers and it was noted that it was believed to be due to the influx of basketball players and that it has proven to be more cost effective for them to join the center than to pay the daily fee.

President Bickham asked about the 33-34% conversion figure and Deputy Director Talsma explained that he felt it would continue to grow; however, it was not a seamless process in RecTrac for registration. Executive Director Bostrom suggested checking the benchmark numbers for the percentage of registration in other districts.

Comm Rep Henderson made a motion, seconded by Comm Rep Wittkamp to send the Rec/Facilities & Golf Report M15-153 to the board as presented. The motion carried by voice vote.

C. 2016 Budget Format/M15-148:

Executive Director Bostrom noted that the budget process involved staff from all levels.

Deputy Director Talsma explained that the process was the same as previous and that they would be reviewing the Rec & Facilities Fund (02), PSSWC Fund (11), and BPC Fund (14) at the Recreation Meeting. He explained that the budget provided the dollars to support the district goals as defined by the CMP and that the Objectives explained how they would meet those goals.

He explained the CAMP that staff had created instead of the replacement plan of the past, noting that the CAMP covered items 20 to 30 years out. He also explained that the district had a large amount of infrastructure for fund and noted that moving forward; many of the specific building expenses would go back to the specific departments as operating expenses. He also reviewed the 2% pool for staff increases along with the full-time job changes that included the Facilities and Aquatics Supervisor, Advertising and Sponsorship manager and the move to reduce the Athletic Program Managers to one and move the other manager to the full-time Seascope and PSSWC Aquatic Manager position that had recently been vacated. He also noted the attached salary range report.

Goals:

Recreation: No questions.

PSSWC: President Bickham asked about the credit card kick outs and Executive Director Bostrom noted that they were due in part to expiration dates. Deputy Director Talsma explained that the system generated a list prior to the actual expiration date and staff attempted to update that information to prevent the kick outs. Director Kies noted that he would be happy to look into a program that could assist staff with that process.

Chairman Kinnane asked about the billing on an expired card and while the club does not continue to bill a card after it has been kicked out, members are required to address their balance prior to using the club. It was noted that cases were evaluated on an individual basis.

Goals/BPC: President Bickham asked about rebranding the bar and grill and Director Bechtold noted that they were looking at a unique name and better priced menu to attract additional business.

Budget:

Mr. Evans asked about the number of pumps at FAC and it was noted that there were 5 of which 1 was usually a rebuild each year in-house.

Commissioner McGinn asked about the pro-team at PSSWC and it was noted that it was too early to make predictions regarding the financial implication at this time.

Mr. Evans asked about the capitals for BPC such as the seawall and Deputy Director Talsma noted that the cost of the repairs for the

seawall and renovation of hole 10 were listed under the Capitals Fund (12).

Commissioner Evans made a motion, seconded by Comm Rep Wittkamp to recommend the board approve the goals and objectives for Fund 2 (Rec & Facilities), Fund 11 (PSSWC), and Fund 14 (CPC) as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Henderson complimented staff on the budget process and noted that it was very easy to follow.

Commissioner Evans agreed.

Comm Rep Wittkamp noted that everything was done well and well-covered. He also noted that he had seen a coyote in his yard and wondered if the district did anything about that. Executive Director Bostrom explained that the Village had an animal control officer to deal with those issues.

Chairman Kinnane noted that Deputy Director Talsma and staff had done a great job on the budget process.

8. Adjournment:

Comm Rep Henderson made a motion, seconded by Comm Rep Wittkamp to adjourn the meeting at 7:52 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peg Kusmierski
Recording Secretary