



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.

AGENDA
REGULAR BOARD MEETING NO. 993
TUESDAY, MAY 26, 2015
7:00 p.m.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. ADMINISTER OATH TO NEWLY ELECTED COMMISSIONER
4. APPROVAL OF AGENDA
5. BEST OF HOFFMAN AWARD: Coach William Buesing
6. APPROVAL OF MINUTES
 - Regular Board Minutes April 28, 2015
7. COMMENTS FROM THE AUDIENCE
8. CONSENT AGENDA
 - A. DCFS / M15-044
 - B. Balanced Scorecards / M15-055
 - C. NIRC Agreement **as amended at Rec meeting** / M15-056
 - D. Concessions at PSSWC / M15-058
 - E. A&F Detail Reports
 - Manual checks \$357,601.91
 - Monthly Invoices \$581,692.41
 - F. Financial Statements
 - G. Acceptance of B&G Minutes 4/7/15
 - H. Acceptance of Rec Minutes 4/14/15
 - I. Acceptance of A&F Minutes 4/21/15

REGULAR BOARD MEETING NO. 993

May 26, 2015

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9. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT
10. PRESIDENT'S REPORT
11. OLD BUSINESS
12. NEW BUSINESS
 - A. Encroachment issue, Treehouse / M15-064
 - B. Video Gaming advertising / M15-065
 - C. Annexation Ordinance – Bradwell / O15-005 / M15-066
13. COMMISSIONER COMMENTS
14. EXECUTIVE SESSION
 - A. Minutes, pursuant to Section 2(c)(21) of the Open Meetings Act
 - 3/24/15
 - B. Pending or probable litigation, pursuant to Section 2(C)(11) of the Open Meetings Act.
15. DISCUSSION AND VOTE ON MATTERS DISCUSSED IN EXECUTIVE SESSION
16. ADJOURNMENT

ALL MEETINGS ARE HELD IN THE BOARDROOM OF THE HOFFMAN ESTATES PARK DISTRICT TRIPHAHN CENTER, 1685 W. HIGGINS ROAD, HOFFMAN ESTATES UNLESS OTHERWISE SPECIFIED. WE INVITE THOSE WHO MAY NEED AN ACCOMMODATION DUE TO A DISABILITY TO CONTACT US 48 HOURS IN ADVANCE. PLEASE CONTACT JANE KACZMAREK, EXECUTIVE ASSISTANT, AT 847-885-7500.



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**MINUTES
REGULAR BOARD MEETING NO. 992
April 28, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on April 28, 2015 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioners K. Evans, R. Evans, Kilbridge, McGinn, Mohan (7:15), President Bickham

Absent: Commissioner Greenberg

Also Present: P&D Director Buczkowski, Parks and Risk Director Giacalone,

Audience: Comm Rep Kinnane & Kaplan; Supervisor of Mechanics Hansen, PT Front Desk Staff Kelly

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Agenda:

Commissioner K. Evans made a motion, seconded by Commissioner Kilbridge to approve the agenda as presented. The motion carried by voice vote.

4. Awards:

Part time front desk staff Mike Kelly was presented with PT Employee of the Month Award for his stellar service at the front desk of the Triphahn Center.

Supervisor of Mechanics Brad Hansen was presented with the Employee of the Month Award for his 23 years of outstanding service on the fleet of vehicles for the park district.

5. Minutes:

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to approve the minutes of the March 24, 2015 meeting as presented. The motion carried by voice vote.

6. Comments from the Audience:

None

7. Consent Agenda:

Commissioner R. Evans made a motion, seconded by Commissioner Kilbridge to approve the Consent Agenda as presented.

On a Roll Call Vote: Carried – 5-0-2
Ayes: 6 K. Evans, R. Evans, Kilbridge, McGinn, Bickham
Nays: 0
Absent: 2 Greenberg, Mohan (arrived 7:15)

- A. HVAC system at TC / M15-038
- B. Crack fill and seal coating work / M15-039
- C. Concrete entrance work at TC / M15-043
- D. Program Discounts for Employee Relatives / M15-048
- I. A&F Detail Reports
 - o Manual checks \$364,001.88
 - o Monthly Invoices \$503,286.94
- J. Financial Statements
- K. Acceptance of B&G Minutes 3/3/15
- L. Acceptance of Rec Minutes 3/10/15
- M. Acceptance of A&F Minutes 3/17/15

8. Adoption of Executive Director's Report:

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to adopt the Executive Director's Report as presented. The motion carried by voice vote.

9. President's Report:

President Bickham noted that he had attended all three Easter Egg Hunts and was amazed at the huge turnout; that he had been to BPC for a look; that the summer *IGuide* looked great and gave kudos to Superintendent Manisco and her staff; and that the Admin Staff was in Springfield talking with Representative Crespo about the DCFS issues.

President Bickham took the opportunity to thank Commissioner K. Evans for his eight years of service on the board and all the support he had shown. He also congratulated the two new Commissioners; Comm Rep Kinnane and Comm Rep Kaplan.

10. Old Business:

None

11. New Business:

A. Ice Pro Shop Contract modified/M15-050:

It was noted that the agreement had been altered to include “tenant legal liability” as requested by Commissioner K. Evans prior to being approved by the Board.

Commissioner R. Evans made a motion, seconded by Commissioner McGinn to approve the attached modified agreement with Jerry's Pro Shop, Inc. which includes the statement “**including tenant legal liability**” under Section VIII of the Agreement.

On a Roll Call Vote: Carried – 5-0-2
Ayes: 6 K. Evans, R. Evans, Kilbridge, McGinn, Bickham
Nays: 0
Absent: 2 Greenberg, Mohan (arrived 7:15)

12. Commissioner Comments:

Commissioner R. Evans noted that the concrete looked good. He reminded the board of the SRT on June 17th.

Commissioner Mohan arrived.

Commissioner Kilbridge noted that she could not attend the Cannon Crossings dedication. She also noted that long-time park district Director Jerry Hanlon had passed away last Sunday.

Commissioner Mohan asked if the election results had been certified yet but they have not.

Commissioner McGinn said he would be at the Cannon Crossing dedication.

President Bickham noted that there was another dedication on May 16 for Fabbrini Park.

13. Adjournment:

Commissioner Mohan made a motion, seconded by Commissioner McGinn to adjourn the meeting at 7:22 p.m. The motion carried by voice vote.

Respectfully submitted,

John Giacalone
Director of Parks and Maintenance; Risk Management

Peggy Kusmierski
Recording Secretary

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING 993**

EXECUTIVE DIRECTOR'S REPORT

May 2015

PARKS DIVISION

1. Goal mouths at Cannon Crossing Soccer fields were repaired after early season play rendered them muddy and without turf. Sod was cut extra thick and tamped into place for safety. This was the second round of goal mouth repairs since late October, 2014.
2. Sycamore football field was aerated, over-seeded and fertilized. Particular attention was paid to the center of the field, which this year wintered over well.
3. Small Eisenhower field was aerated, over-seeded and fertilized with a 14-0-0 liquid carbonic with 6% iron. Large field was also fertilized with the liquid carbonic.
4. Mowing operations are slowly rounding into place, most south facing turf areas first mowing completed. All athletic fields have had their first round of mowing completed.
5. Nursery area at Vogelei by the Raptor houses was cultivated under and graded, seeded and covered with bale straw. The area is now solely turf.
6. The Thorgard Lightning Prediction System is activated, all systems performing optimum testing. Base stations at North Ridge, Sycamore, Triphahn Center, Cannon Crossing and Canterbury Fields received new batteries this season. All remotes will be maintained and new batteries installed in 2016.
7. The grass infield at Fabbrini Park tarp covering was removed and excellent results were observed. The covering gives the turf a three week head start and allows for a thick lateral growth.
8. Selected turf areas at Triphahn Center, Prairie Stone and the maintenance facility were core aerated, over-seeded and fertilized with our normal organic/synthetic 18-0-0 fertilizer. We have totally eliminated any phosphorus use in the district.
9. In-House Controlled Burns are almost completed, 11 sites were completed this month. The last site to be done is a small portion of Oak Park, this should be completed the week of 4/27 weather permitting.
10. Contracted burns were completed with the exception of the north basin at Black Bear. The contractor is aware of this and will be returning to complete.
11. The spring tree order has started to arrive, 63 trees delivered 4/23.
12. Bed clean up throughout the district was completed and the first round of weeding has also been completed.
13. All of our native / wildflower seed has been put down at our burned sites.
14. Living Lands & Waters delivered our free tree saplings again this year. We received 400 which are being planted at Tall Oaks, Black Bear, Walnut Pond, Oak Park and Colony

Nature Area. We received 100 Red Oaks, 100 Bur Oaks, 100 Swamp White Oaks and 100 White Oaks.

15. Truck 917 replaced fuel pump
16. Bus 510 replaced power steering hose
17. Truck 511 replaced upper and lower ball joint and front axle u joints on left side
18. Trucks 917 and 527 replaced batteries
19. Safety inspection completed on mechanics lifts and mobile lift
20. Miscellaneous repairs on mowers
21. Staff set-up and striped all Soccer, baseball and football fields for spring season.
22. Staff removed all No Ice Use signs and removed all flags from lake for the season.
23. Staff installed new basketball nets at Willow, Olmstead, Victoria and Popular Parks.
24. Staff installed windscreen at Fabbrini pickleball court and installed all tennis and volleyball nets for the season.
25. Staff is installing the water line and drainage for the drinking fountain and new steel doors for Fabbrini bathroom project.
26. Staff has grinded down dedication bolder and installed plaques for Cannon and Fabbrini Parks.
27. Staff installed Free Mulch sign at parks of Gary locations for his playground projects.
28. We installed 9 roadway LED lights over the banners and images on the north wall of Prairie Stone as well as running all conduit and wire inside to power the lights
29. Six lighting ballasts were replaced
30. Twelve emergency light batteries were replaced
31. We repaired the RTU's for the kitchen AC at Bridges of Poplar Creek
32. Preventative maintenance was performed on 10 RTU's across the park district
33. Multiple repairs were made at park district bathrooms at the parks
34. Two toilets and one urinal were replaced at multiple park district buildings
35. The disconnect boxes for Triphahn Center's spa and air compressor were made due to power outages
36. Repairs were made to the overhead lights for the ball fields at Cannon Crossing
37. Sycamore, Cannon Crossings and Canterbury Fields bathrooms were all opened up
38. The bar and grill at Bridges of Poplar Creek was rodded out and drain line repairs were made

PLANNING & DEVELOPMENT

Construction Projects:

1. Concrete Work:

Outside contractor poured the north apron and replaced the southern traffic island at Willow Recreation Center. This project was done in early April. The contractor has since moved down to the Triphahn Center and once that is complete will return to WRC to replace the south apron. This work was staggered to allow for access to the facility while the concrete cured.

The work on the south entrance of TC was completed on April 27th and the entrance was reopened to the public on the 28th. With the changes for the cross walks, this project ended up being about 30% additional work as compared to the original plans and took another four days to complete. The contractor has moved on to the north handicapped ramps and, weather permitting, expects to complete that area along with the apron replacement by the end of the first week of May.

2. Fabbrini Pathway Reconstruction:

The concrete contractor who is also installing dry block walls has completed walls one and three that were designed to allow for the grade changes associated with the pathway reconstruction. Wall two should be completed by May 7th. At that point concrete work will commence around the restroom, ball diamonds, and Oak Dale Road.

The asphalt contractor has agreed to not start his work until after the Fabbrini Park Dedication, May 16th. At that point, he will perform all necessary work on WRC, TC and Fabbrini paths.

3. Playgrounds:

Due to the exceptionally cold and wet spring, the contractor elected not to begin work on Maple or Valley until April 27th. To make up time, both Maple and Valley are being worked on concurrently and should be completed by the end of May. Mulch is now available to the public at various locations throughout the community.

REC/FACILITIES

UPCOMING EVENTS

- **MAY 9: Garlic Mustard Pull** – 9:00- 11:00 AM - Nature Volunteer Event – Rohrsen Park
- **MAY 10: Adults Get Hooked on Golf with Free Workshop** – 10:00 – 10:45 AM – BPC
- **MAY 10: Mother's Day Skate**
- **MAY 16: The Seascape Community Garage Sale** 8a-1pm
- **MAY 17: 9 & Stein Golf Event** – 3:00 PM – 8:00 PM – BPC
- **MAY 23: Seascape Opening Weekend**

- **JUNE 3: Live Music** – 6:30-9:30 PM in the Gazebo at Bridges of Poplar Creek Country Club.
- **JUNE 7: Hook an Adult On Golf** – 10-10:45 AM at Bridges of Poplar Creek Country Club
- **JUNE 12: Movie Night** at Seascope: "Big Hero 6" Doors open at 8 PM. Rain date June 13.
- **JUNE 17: Scott R Triphahn Celebri-Tee Golf Outing**
- **JUNE 19: Friday Fun in the Park** – "Istvan & His Imaginary Band" 10 AM at Vogelei Park'
- **JUNE 20: Garden Class: Continuous Color**
- **JUNE 21: Father's Day Pool Party** at Seascope Family Aquatic Center
- **JUNE 21: Father's Day Hero Skate** at Triphahn Center Ice Arena 3-4:30 PM
- **JUNE 26: Friday Fun in the Park** – "Super Tolie" 10 AM at Vogelei Park

Snapshot Summary/Highlights:

- Please refer to the Youth Sports area for the description of some of the new and exciting programs that have been developed and are currently rolling out this spring and summer, i.e. Rugby, Boxed Lacrosse (cross programming with the ice operations department) and pre-kindergarten soccer.
- Director of Recreation & Facilities attended Parks Day down at the capital in Springfield IL to continue to highlight/advocate for the importance of the various local/state wide Park and Recreation initiatives.
- Staff met to continue to work on some of the CMP objectives/plans that the community provided feedback on as far as direction over the next 1, 3 to 5 years.
- The spring Wolf Pack program has 330 participants compared to 276 participants this time last year.
- Staff is partnering up with South Barrington Park District to offer Adult Badminton. S.B.P.D. currently has 4 courts and is looking to expand their program. More details to follow.
- The Dance recitals will be held on Saturday, June 6th times 12:15, 3:15 and 6:15 for TC and Sunday, June 7th at 1:00pm for Willow - at the Schaumburg High School.
- The ELC and Star programs continue to do very well with strong numbers in both programs.



Dance

Recital Dance

- The Hoffman Stars Dance Company competed in Rainbow Dance Competition on April 11-12, They placed very well; all companies scored Double Platinum's with Company 1 bringing home 2nd and 4th Overall Highest score in their age division, Company 2 with 2nd and 9th Overall Highest score in their age division. Here is how the soloist placed:
- Mallory Anderson – 10th overall
- Stefani LiPetri – 8th overall
- Julie Chen – 7th overall
- Mikayla Hoppenrath – 6th overall
- Maddy Artman – 2nd overall
- The last competition will be the Talent on Parade in Aurora on May 1-3rd.

Gymnastics Programs Summary:

Program/Month/Year/Variance +/-	4/2014	4/2015	Var. +/-
Spring	180	196	+16



Youth Athletics

The Youth Athletic area is excited to report the development of some new and exciting programs for the spring and fall of 2015. The following is a list of these new active programs.

- This fall the Hoffman Estates Park District will be running flag football for grades 1-8th. The season will start at the end of August and conclude in October.
- Starting this spring Hoffman Estates Park District will be starting the first youth rugby program. This program will start with two free camps in April and May and a weeklong camp in July. With this new base of players the district will try and run a league the following summer between July and August.
- The youth athletic area will be working with the Wolf pack program to create a "boxed lacrosse league" during the summer; the camp will run during the off season of Wolf pack hockey.
- This spring the youth soccer program is offering a pre-kinder soccer league for those players entering Kindergarten in the fall. The main goal is to get to these players early and introduce them the basic skills before they start playing in the Fall Soccer League. Registration is currently at 37 participants.

Youth Soccer Summary:

Program/Month/Year/Variance +/-	3/2014	3/2015	Var. +/-
In-house soccer	367	514	+147*

*Please note: last year, participants registered for fall and spring seasons separate so we had a total of 367 registrants in spring only. This year parents had the option to register fall & spring, fall only, or spring only. The 514 total is a combination of players that registered for fall & spring and spring only as that is the total number of players playing in the spring season. This is including the pre-kinder program.

Hoffman United Travel Soccer Summary:

- Tryouts for the fall 2015/Spring 2016 season will be held at Canterbury fields May 24-May 30. Go to www.hoffmanunited.org for the full schedule of dates and times.
- Next meeting for HUSC is Wednesday, May 27, 8:30pm TC Board Room.
- Season is ongoing.

DEA Shooting Clinic

- This class was created for basketball players looking to extend their basketball season of in-house was completed
- This camp was designed to teach players the fundamentally correct way to shot a basketball and finish around the basket.
- This camp had 22 players enrolled, 20 of the 22 played in our in-house league.

Youth Baseball and Softball Season

- Registration for baseball and softball is currently going on. Our early bird deadline ended on February 20th. Please see below for league numbers.

Year	Shetland	Pinto	Mustang	Bronco	Pony	Travel	8u softball	10u softball	Total
2014	48	72	48	44	14	0	10	11	247
2015	50	62	29	27	28	+26	14	15	251
Difference	+2	-10	-19	-17	+14	+26	+5	+4	+5

- Travel baseball teams- This year under HEPD we will have two travel baseball teams. They will compete in the MSBL and travel to several tournaments on the weekends. We will have one team at the 11u level and one at the 13u level. Each team has 13 players and is reflected in the number above.
- In-house season kicked off on May 2nd at Cannon Crossing with a dedication game in honor of Bill Cannon. Picture day also took place at Triphahn Center on May 2nd and all girls' softball teams played their first games in Schaumburg.
- Tournament team try outs will take place on May 17th for Mustang, Bronco and Mustang
- July 26-27th will be our second annual Alzheimer's tournament.

Adult Athletics Summary:

Adult Basketball

Winter season is complete and we are currently taking registration for the spring/summer leagues. Season is scheduled to start May 18.

Men's Touch Football

Season started Wednesday, April 22. We currently have 6 teams same as 2014 season.

Adult Softball

Season started on April 27th. 12 teams will play in our C/D league on Monday nights.



Early Childhood

Preschool / Early Childhood Summary

Threeschool Current Year	14	13	15	10	-2
Threeschool Next Year	15	4	2	7	-10
2's Playschool Current	28	21	27	24	+2
2's Playschool Next Year	8	6	13	11	+10
Preschool Current Year	114	52	115	64	+13
Preschool Next Year	105	66	115	53	-3
Early Learning Center	33		31		-2
Child only	127		127		0
Parent-Tot	31		49		+18
Total	637		663		+26

- HEPD Preschool program was awarded \$6,500 for Triphahn Center and \$2,500 for Willow for the ExceleRate Gold award. This award money is a bonus award provided to the centers that received the Gold award.
- Preschool & Threeschool Registration for the 2015-2016 school year is open. There are currently 168 children enrolled for next year, compared to 171 enrolled last year at this time.
- NAEYC's Week of the Young Child was the week of April 13. The daily activities matched the themes that NAEYC set up for the week: Music Monday, Taco Tuesday, Work Together Wednesday, Artsy Thursday & Family Friday. We shared pictures on Facebook with the NAEYC hashtags.
- HEPD Preschool & ELC raised \$3,367 for the MDA this month. The children participate in a Hop-a-thon and learned about accepting everyone's differences. Last year the program raised \$1418 so this year rose more than double.
- NWSRA organized an Ability Awareness Day for TC & WRC preschools this month. The children rotated between four stations to understand disabilities. The children maneuvered in wheelchairs, were blind-folded and had to use their sense of hearing to catch a ball with a bell in it, learned some basic sign language words, watched a movie about a boy with autism, and read a book about being the same yet different. After the book the children decorated a cloud to hang on the wall. Each child's cloud was the "same", but all looked different.
- Alisa is on the Harper College Early Childhood Advisory Council. As part of this, Alisa is assisting Harper with their NAEYC re-accreditation within the college's coursework & curriculum.

STAR Before and After School Program Summary

Armstrong	35	42	+7
Fairview	68	70	+2
Lakeview	36	42	+6
Lincoln Prairie	40	49	+9
MacArthur	38	43	+5
Muir	26	29	+3
TJ	13	15	+2
Whiteley	19	24	+5
Totals	275	314	+39

Program/ Variance +/-	4/2014	4/2015	Var. +/-
Days off School			
	4/18 34	4/3 26	-8
	(5/1) 14	4/30 16	+2

- Staff is in the process of finalizing summer camp staff field trips.
- STAR registration for 2015/2016 school year is already open to current STAR participants.
- Camp registration is still open and ongoing.
- March's monthly theme was Earth Awareness Month.
- Children participated various crafts, games, and decorated bulletin boards focusing on either recycling or the Earth as seen below:



50+ Club

Program/Month/Year/Variance +/-	04/2014	04/2015	Var. +/-
NEW	23	27	+4
RENEWED	19	14	-5

Volunteerism

Volunteers – 5 volunteers - 4 hours total
(newsletter/packing NYC trip giveaways, including travel bag from Alexian Bros)

Classes offered in February

Basic Exercise, Gentle Yoga, Tai Chi, Spanish, Line Dancing

Upcoming trips

Diamond Tours NYC & Fancy-Free Tours Door County, Apr 30-May6, Carole King, Oak Park Conservatory, Frank Sinatra Tribute, Roosevelt Univ, Chi, Senior Living Community Progressive Lunch Tour, So Elgin, Maggie Daley/Millen Park, Long Grove Strawberry Fest, Discover I&M, LaSalle, IL, Mystic Blue Lunch Cruise, Navy Pier, Pierogi Fest, Whiting, IN, Geneva's Swedish Days, WI

Upcoming Evening/Special Programs

Health Screenings – 14 drop-ins
Pub Quiz Night (3rd Thursdays/6:00 pm)
Court Whist (card game)

Friday post lunch programs

4/10 Visit from K-9 Comfort Dogs from Lutheran Charities, Addison
4/24 Lunch & Learn, courtesy of partners Alexian Bros, ComfortKeepers & Morizzo Funeral Home

Organized Activities

Monthly Movie (noon)

Other

Discussions began regarding future of senior centers and collaboration with Village of Hoffman Estates and Hoffman Estates business community
Pub Quiz prizes furnished by Lake Barrington Woods Retirement Community
Fancy-Free Holiday presentation on Red Rock Pickleball tour/trip
Lunch/Tour at Eastgate Manor Retirement Home



Ice Operations

I.C.E Academy

- The spring skating lesson program started on April 7. 236 skaters are enrolled for the spring session. In 2014 there were 239 skaters.
- Staff is in the planning stage a June ice show.
- Mother's Day skate event will take place Sunday May, 10 from 3-4:30pm. All moms skate for free.

Wolf Pack

- Wolf Pack Development started in April 7. Below are the participation numbers
 - Jr. Wolf Pack – 72
 - 2 day – 74
 - 3 x 3 – 15Total of 161 skaters are enrolled for the spring. In 2014 there were 180 participants.
- Spring Wolf Pack enrollments for each division.
 - 27 Mites
 - 82 Squirts
 - 79 Pee Wee
 - 80 Bantam

- 42 Midgets
- 20 Silver Mite

That is a total of 330 players for spring. The previous enrollments over the past 4 years; 2014 - 276, 2013 – 285, 2012 - 206, 2011 - 179.

Ice Rink Information

Program	4/2014	4/2015	Var. +/-
• Public Skate	237	123	-114
• Freestyle	262	154	-108
• Drop In/Homeschool	331	345	+14

**In the spring of 2014 public skate was offered on Friday nights and there was freestyle on Saturday mornings. These options are not available in 2015 thus the drop in daily usage.*

There was also no public skate on Sunday April, 5th due to the holiday.



Prairie Stone_™ Sports & Wellness Center

April Membership Totals	2014	2015	+/-
	3589	3590	+ 1

Member Services

- The enrollment promotion for the month of April extended a discounted enrollment fee of \$55.00 with the option of a complimentary Personal Training 1-hour session. This promotion was designed to streamline new members into Personal Training in the hope of securing additional package purchases and increasing the number of crucial "touch points" with team members. New members who enrolled in April also received April dues free upon mention of the direct mail postcard or the HEPD and/or PSS&WC website ads.
- The ongoing Friends in Fitness member referral program continued to be a primary force in generating new memberships; the club cash incentive corresponding with this referral program rewards current members with a \$25.00 club cash reward for referrals who enrolled as members. These promotions have proven to be popular and effective among prospective clients and among the most productive of marketing efforts.
- A 15K piece jumbo postcard mailing was initiated once again during the month of April to promote the special complimentary Personal Training session and free April dues. To date, there have been a total of 16 enrollments that have been generated by the PT offer during the month of April, which currently represents 18% of total April enrollments. Targeted demographics included ages 35-65 single family homes with household income of 80k or higher within a 5-7 mile radius of the club. This demographic continues to track the best return on investment.
- The ENROLLMENT FEE banner on the north side exterior remained mounted on the building along with the east side banner, both of which continue to attract many prospective clients. This second banner provides visibility/identity of the building for

westbound traffic on Route 72 and compliments the signage panels installed in the spring of 2014. Likewise, both internal and e-based targeted marketing were utilized to inspire member referrals as well as to reach all HEPD clients throughout the community. The HEPD bi-monthly eBlast included the enrollment promotion details, and targeted emails through Retention Management continued to be sent throughout the month to promote the club cash incentive for member referrals with additional incentives promoted on Facebook and the HEPD and PSS&WC websites. The PSS&WC enrollment special was also advertised on each of the District's new electronic marquis signs throughout the community. The PSS&WC enrollment special was also advertised on the VHE electronic marquis located at the corner of Shoe Factory Road and Beverly on the southwestern edge of Hoffman Estates.

- The number of credit card denials following April billing continued at a manageable pace as compared to those logged in Q1. Efforts that were implemented within the Member Services and Billing offices to continue to contact members proactively to obtain updated information for billing continued aggressively during the month of April. These efforts include phone calls, emails, form letters, and person-to-person contact upon check in at the Service Desk.
- The Member Services Supervisor continues to work with C&M on the development of promotional materials to support corporate wellness events and programs that will be initiated with many corporations and businesses in the area, thereby strengthening existing relationships while promoting the establishment of new ones. Visits by the Member Services team to various corporations and businesses will be scheduled during Q2.

Operations Department:

- The April wellness calendar contained a variety of fun events for members to participate in along with special raffles and a Fitness Challenge that was created to inspire interest in the new assessment tool that is being introduced by our Fitness team.
- The Medic AED/CPR courses for HEPD staff certification and re-certification have been planned and scheduled for 2015. There were 2 classes held within the month of April. There is an additional class planned for Q2 within May.
- The Q2 CHEER customer service training will be offered on May 20th, Wednesday evening, from 6:15-7:15pm. All HEPD team members are invited to attend the training. The customer service training will be offered in conjunction with the Seascope Aquatic Center staff orientation and training, in which 50 staff members will be in attendance. Additional CHEER trainings have been scheduled and will be offered throughout the year.

PSS&WC Fitness, Personal Training & Group Fitness

- During the month of April PSSWC offered a member incentive program, the "Fitness Challenge." The program promoted the PSSWC fitness assessment services, encouraging members to participate in portions of the assessment service. Members were challenged to compete against other members in three aspects of the new PSSWC fitness assessment: push-ups, curl-ups, and pull-ups. Over 70 members participated. Winners were provided incentive items including club cash and prizes.
- The PSSWC member retention program has been continued throughout the month of April. To help keep members on track with their fitness pursuits, a certified Personal Trainer has been contacting the new member by phone or email during the first three

months membership. This will give the new member the opportunity to ask any questions that they may have regarding the club or workouts. The PSS&WC Personal Trainer will also notify the new member of any promotions, contests, workshops and new group exercise classes that are available. Members have been responding well to the new service. At the end of April, over 100 members have been contacted.

- Within the area of group fitness, Aquatic Tabata has returned Mondays and Fridays from 6:30-7:00am, with many of our members expressing gratitude for the return of the class. The participation numbers for the new Raise the Barre class on Tuesdays at 4:30pm has remained at 15 or above. Group fitness class participation has remained steady. Highlighted classes include: Zumba 45-50; Yoga and Pilates 20-30; Pump & Abs 25-30.

Health Coaching (April)

- Health Coaching is a new service officially launched within the month of April. Health Coaching is an innovative approach to helping people achieve healthy lifestyle changes. Instead of only focusing on only one area of health or fitness, Health Coaches explore a host of areas that relate to and impact one's wellness. Areas that Health Coaches often explore with clients include nutrition, exercise, relationships, career, and stress management. Health Coaches partner with clients to explore and then pursue their individual health and wellness goals. Our Health Coaches possess academic degrees and/or are nationally certified in Health and Wellness Coaching by accredited organizations.

Youth Fitness Training 101(June)

- Youth Fitness Training is a program designed for teens 10-16. A certified personal trainer will educate participants during 4 one hour small group sessions. Training will cover proper warm-up and cool-down, strength and cardio conditioning, proper techniques, injury prevention and flexibility. The classes will be starting in June.

PSS&WC Programs and PSSWC Swim Lessons

- On Friday, April 3rd the PSS&WC indoor climbing wall had the annual inspection and replacement of the auto-belay cable by Experiential Systems. PSS&WC passed the inspection with flying colors and zero equipment safety concerns.
- There were six students in the 1st spring session of youth indoor climbing classes. There are already five signed up for the second session that begins next week.
- The April session of Parent's Night out (PNO) successfully ran this month with 21 participants. Kids played active games in the gym, climbed the rock wall, ate a pizza dinner and watched a movie. The next PNO event is scheduled on May 16th.
- The indoor spring swim lesson is underway with 325 participants compared to 304 in the same session in 2014. New this spring session, Saturday morning classes began at 9:00am instead of 8:15am. This new start time seems to be more appealing to families.
- In the area of private swim lessons there has been 208 lessons sold so far in 2015 compared to 165 at this time in 2014.

Seascope Season Pass Sales & Marketing (Seascope)

- The Seascope early bird discount of 15% is now over. There have been 656 Seascope season passes sold compared to 700 passes at this time in 2014.
- Seascope is working with Fox Valley Broadcasting to promote Seascope. Tune in to WRMN 1410 to hear on air mentions and a Seascope commercial.
- The Seascope Community Garage Sale is set for Saturday, May 16th 8a-1pm. There are already 44 sellers (max 55) registered for this event.



Triphahn Center

Triphahn Center Fitness and Operations:

Membership Totals	04/2014	04/2015	Var. +/-
	1010	955	-55*

- This was expected since the new Xsport opened this year in Schaumburg, the same situation happened when new clubs opened around PSS&WC and WRC. Historically the facilities are able to rebound well based on the districts mission and operational culture. Typically you will see an influx again in 6-12 months.

General Summary:

- The new facility supervisor for The Triphahn Center has been hired and will be starting on May 4th.



Willow Recreation Center

Membership Fitness/Racquetball Totals	04/2014	04/2015	Var. +/-
	377	423	+46

Fitness Classes:

- Spring fitness classes began the week of April 13th. There are 9 classes running with 42 participants. There was also 72 drop in participants.
- There were 183 racquetball courts sold compared to 166 in 2014.



Dog Off-Leash Areas

Bo's Run:

- There are currently 387 members to Bo's Run / Combo passes (312 Bo's Run only plus 75 combo members). There were 442 members to Bo's Run at this time in 2014 (355 & 87)
- Breakdown for Bo's Run / Combo passes HE 180, Palatine 47, Barrington 31, Schaumburg 53, Arlington Heights / Mt. Prospect 9, Inverness 27. Additional towns are Rolling Meadows, Elk grove, Hanover Park,

Freedom Run:

- There are currently 427 members to Freedom Run (352 Freedom Run only plus 75 combo members). There were 429 Freedom Run (342 & 87) in 2014
- Breakdown for Freedom Run/ Combo passes Elgin – 193 HE – 102, Streamwood – 74. Additional towns are Schaumburg - 28 Huntley, Hanover Park & S. Barrington, Elk Grove, Palatine, Wheeling & others.

Dog Park Passes

04/2014

04/2015

Bo's Run	355	Bo's Run	308
Freedom Run	342	Freedom	351
Combo	87	Combo	73
	784		732*

- Some of this variance can be attributed to the new Schaumburg Park District Dog Park (first full year) and also the recent outbreak of dog flu.



Communications and Marketing

PROGRAM PROMOTIONS

Staff worked with program managers to promote: Spring Events, Summer Camp, Community Garage Sale, Cannon Crossings Dedication, Plant Your Park, Mothers' Day Skate, Hook an Adult on Golf; Seascape Passes and Opening weekend, Parents Night Out, 9& Stein, Gardening classes, STAR Before & After School Program, Summer Camp, Prairie Stone memberships, days off school field trips, Spring events, 50+ programs.

Community Calendar Submissions to: Daily Herald, Trib Local, Kidwinks, Oaklees Guide, Parents' Magazine, Hoffman Estates and Schaumburg Chambers and Hoffman Estates Visitor's Bureau.

COMMUNITY EDUCATION

HEALTHY Kids Blog –The articles are individually promoted through social media and a feed on our website.

Social Equity - NWSRA Ability Awareness Event – NWSRA came to our Preschool to create awareness with students about disabilities. We shared photos and video of the event on Facebook; NWSRA did the same. Feedback was very positive.

Green Initiatives – We are running a series of Gardening and Lawn Care Tips on social media this summer, with the help of the Parks staff.

PUBLIC RELATIONS & ADVERTISING

Summer Camp Promo –We placed an ad in the Daily Herald's Summer Camp Guide (Sun. March 15), plus there will be 3 ads in the Suburban Parent Camp Pages (April 15, May 13, June 10). The ad will offer campers who register as a result of the ad a free insulated lunch bag. To measure the response, we will track:

- 1) Hits to a special splash page with more information and links to registration
- 2) Report showing a Promo Code used at online registration
- 3) Number of lunch bags given away

We will need 43 camp registrations to cover our costs and our goal is 50 new registrations, which would equate to a 3% ROI.

RESULTS TO DATE: 235 hits to the splash page; 3 campers registered

Daily Herald Trade Ads, appearing in Neighbor Section on Sundays 2xs per month:

Mother's Day Skate, Community Garage Sale, Seascape pass sale

Schaumburg High School – We placed an ad for Seascape in the high school musical program, "Curtains".

MARQUEE UPDATE

Garlic Mustard Pull– Several volunteers resulted having seen the event on the marquee **PSSWC** is being advertised on the Village's marquees, along with other programs and events.

Time & Temp Contingent slides – New slides have been created that are contingent on the time and/or temperature.

Fish Fry – great turnout

Easter Brunch – Sold out on Monday, earlier than years prior

Egg Slide – reported to be the biggest turnout ever

SPONSORSHIPS

AMITA Health (formerly Alexian Brothers Health System) is sponsoring a photographer to take pictures of the moms at Mother's Day Skate.

ABC Plumbing, Heating & Cooling – A new sponsorship agreement is in place to provide \$4,000 of sponsor dollars in exchange for tabling opportunity at 6 events in 2015, plus logo placement on marketing materials for these events.

MARKETING DASHBOARD



Mobile App Downloads

The app has been available since April 25, 2014; as of April 27, 2015 we have had 1,395 apps downloaded. We saw a big increase of nearly 200 downloads in January 2015, likely due to winter registrations or the digital marquees. We've been promoting the specific benefits to each group, i.e. Preschool, STAR. The mobile app is being marketed to the community via web, eBlast, posters, social media and with mobile app promotional cards distributed to program participants.



Mobile Access

Results to date are positive, showing more users accessing heparks.org on mobile devices or tablets. We are looking for a greater percentage of page views by mobile and tablet. New responsive/mobile-friendly website launched Oct 28, 2014:

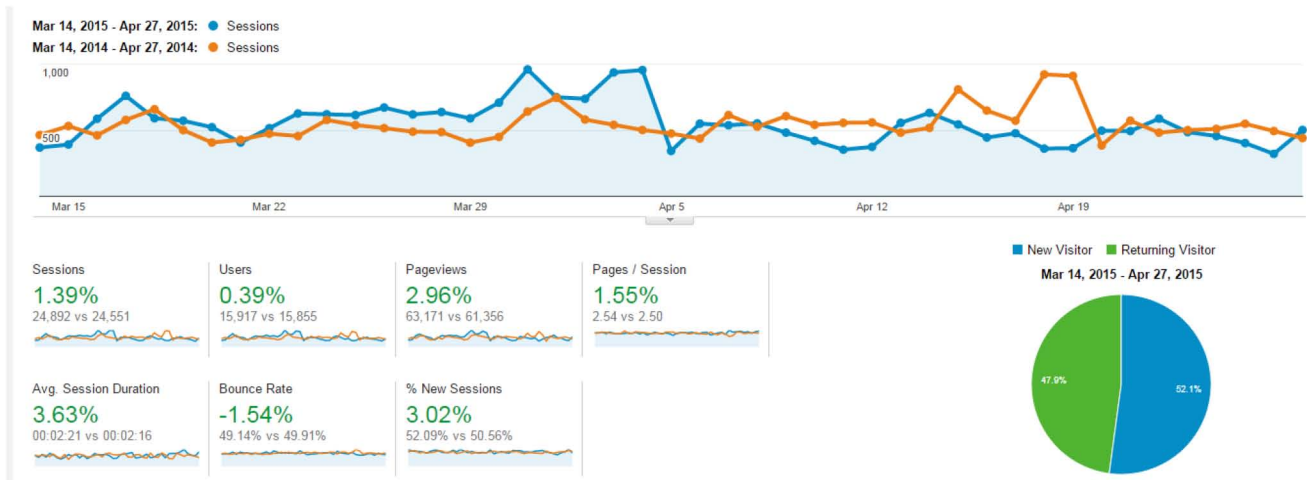
	Benchmark: Feb 2013-Feb 2014	Mar25-April27 2014	Mar25-April27, 2015	Change from last year
Desktop	63%	53%	50%	-3
Mobile	27%	33%	40%	+7
Tablet	10%	13%	9%	-4*

*A decrease in tablet views is speculated to be a result of more mobile phone use as mobile phone screens are increasingly larger. Tablet sales have leveled off. It is more convenient to use a smart phone which is always within reach. (<http://time.com/3532882/people-arent-buying-tablets/>)



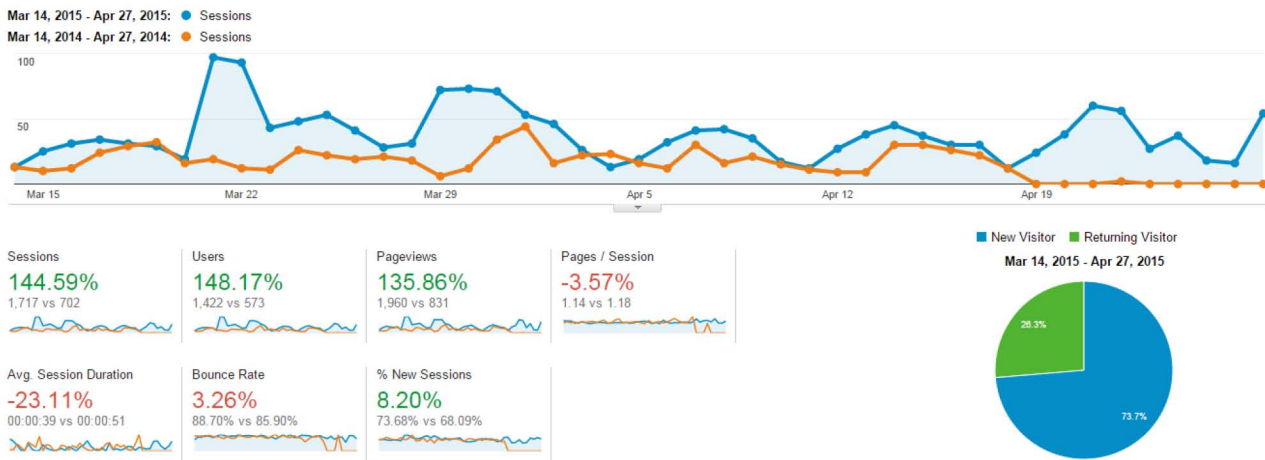
WEBSITE Heparks.org Google Analytics

Results for the period March 14-April 27 in 2014 vs 2015. Hits to the home page are steady, slight increases are noted, but the length of each session is up, bounce rate is down and the number of pages viewed is up.



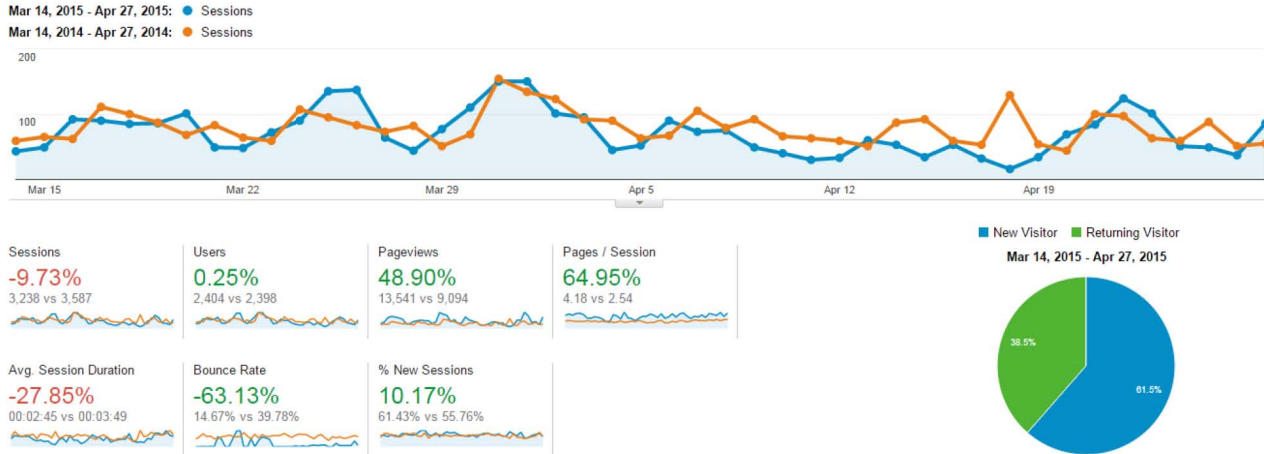
Program Guide online

Indicates how many times people are viewing the electronic version of our program brochure on our website. A greater number of people are viewing the Program Guide online. This is the result of the big increase of Mobile App users in December and January. It appears that folks are viewing the Program Guide on the weekends, and registering online during the week.



WebTrac/Online Registration Page Hits

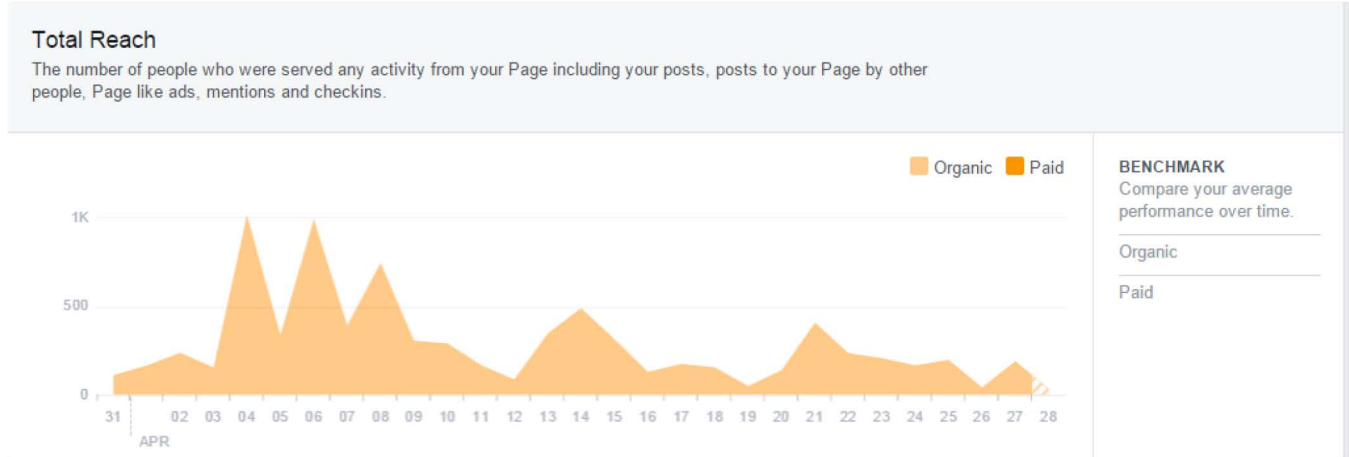
Google Analytics – Hits peak mid-week, which is a change in our historical trend, which used to have hits to all web pages mid week. We still see an increase in hits the week right before sessions begin. The number of Sessions and Users has gone down, but the number of Pages per Session and Page views is up significantly, which indicates the experience the user is having is more effective; they are spending more time in online registration.



Facebook Reach



Total Likes – 1,809. Our goal is engagement: The more people tag, share and comment on posts the greater the reach. 28 Days Page Engaged Users (Col G): The number of people who engaged with our Page. Engagement includes any click or story created in April = 15,309.



Conversion Rate – What percentage are registering online?

Derived from a RecTrac Report that indicates the percent of registrations made online vs in person. New responsive/mobile-friendly website launched Oct 28, 2014. Mobile WebTrac was launched in late November 2014. Progress is being made each year in online registrations.

2011:	21%
2012:	26.3%
2013:	30.69%
2014:	33.54%
Jan-April 2015:	34%



Email Blast Results, Constant Contact

	Open Rate	Bounce Rate	Click-thru rate
2014 Sports and Recreation industry	20.20%	8.82%	7.49%
HEPD General EBlast, April 14	19.4%	3.2%	13.5%
Free Rugby Clinic	42.1. %	.08%	2.7%
50+ Club April	38.7%	2.2%	3.5%

Bounces = Emails sent, but not received by our contacts, suggests the quality of the data.

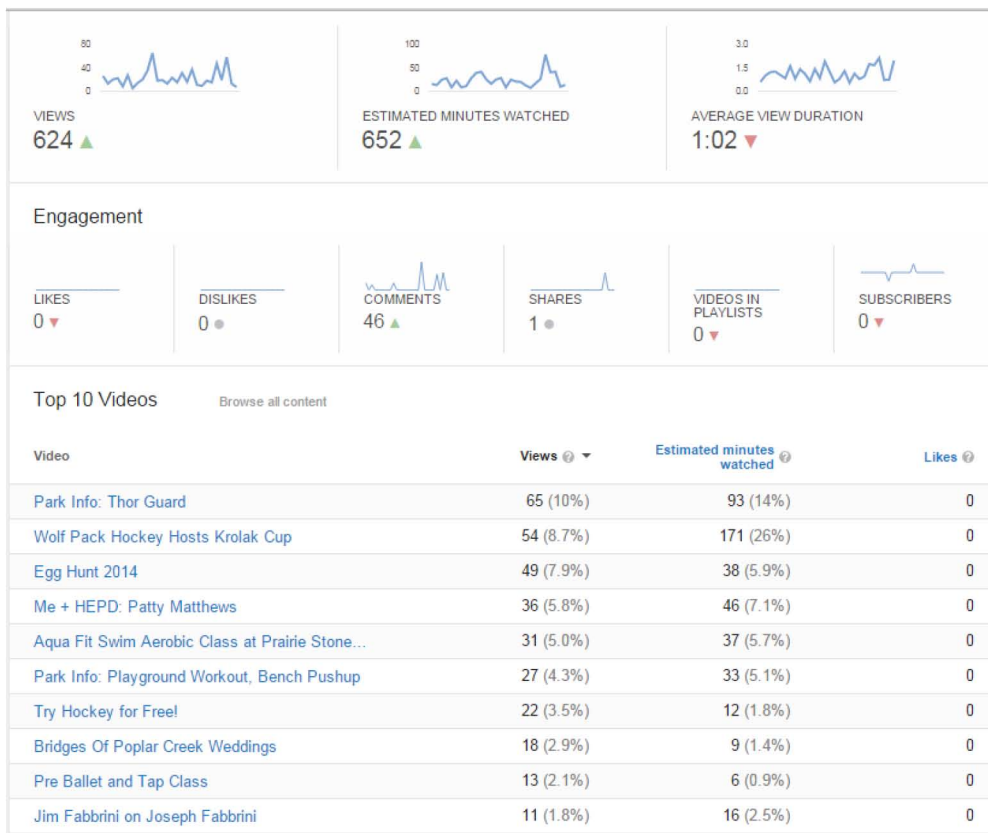
Opens = Emails our contacts received and viewed.

Clicks = Contacts who clicked on a link within our email.



YouTube Metrics

Below is a list of our Top 10 Videos with the most traffic and minutes watched over the past 30 days.



**Bridges of Poplar Creek Board Report
April 2015**

General Programs

- Preferred Tee Time started the first weekend in April. The weather has been hit or miss throughout the month. We did have one weekend completely rained out. Preferred Tee Time Members did play 210 rounds this season compared to 162 last year in the month of April.
- Fish Fry came to an end. We were pleased with the overall turn out and serviced 626 guests vs 525 guests for in 2014

Golf Rounds

ROUND TOTALS		
2013	2014	2015
2,018	2,120	2,364
YTD ROUND TOTALS		
2013	2014	2015
2,360	2,120	2,957

Range Information

RANGE BASKET SALES TOTALS		
2013	2014	2015
1,651	1,419	1,733
YTD RANGE BASKET SALES TOTALS		
2013	2014	2015
1,939	1,529	2,152

Communications & Marketing

Marketing/Advertising

- New website is getting great reviews. It has a much cleaner look and easier to navigate. With the new website we also received and new email marketing program. This program allows us to receive see more detail reporting on open rate and click thru rates. It also directly imports emails from the tee sheet reservation system as this is constantly updated on a daily basis.
- We did 4 email blasts for the month advertising; Fish Fry, Preferred Tee Times, Wedding & Banquet Specials, Jr golf instruction, group instruction, Special HEPD events and Cinco Day Mayo Lunch Special and employment opportunities.
- We also advertised our Jr Golf Program in District 54 school district virtual back pack. This goes to all the parents of the local schools.

Food & Beverage

For the month of April we had a total of 26 Events. 28 Events in 2014

The breakdown is as follows:

9 breakfast meetings servicing 190 people

2 Rotary luncheons servicing 84 people

1 ABBHH meetings with continental breakfasts servicing 18 people

1 church retreat luncheon servicing 71 people

1 retirement luncheon servicing 44 people

2 room rentals only, no food servicing 250 people

1 full staff meeting servicing 70 people

1 Hoffman Estates Chamber breakfast servicing 35 people

3 showers servicing 137 people

3 Baptisms servicing 151 people

1 Distinguished Agency meeting with a boxed lunch servicing 25 people

1 CDGA Golf tournament servicing 82 people

We currently have 31 events booked for the month of May: 30 Events in 2014

11 breakfast meetings servicing 176

4 Rotary luncheons servicing 160

1 ABBHH meetings with continental breakfasts servicing 100 people

1 showers servicing 60 people

2 First Communions servicing 78 people

1 retirement hors d oeuvres reception servicing 50 people

1 YMCA appreciation hors d oeuvre reception servicing 150 people

2 luncheons servicing 110 people

1 bar package only servicing 120 people

3 weddings with both ceremony and reception here servicing 393 people

3 weddings with the reception only here servicing 375 people

1 fundraiser dinner servicing 120 people

2016=3 ceremony and reception

2015=23 receptions 18 of which are hosting their ceremonies here plus 2 ceremony only

2014= 29 wedding receptions plus 7 ceremony only booked, Of the 29 receptions; 23 did their ceremony and receptions here.

We are receiving a lot of calls for 2016 weddings. We are currently offering 10% off any Saturdays that we still have open for 2015. Right now, we still have September 5th open and the Saturdays in October.

Golf Maintenance Summary

The maintenance team has been working hard and long hours to complete the Hole 10 & 11 project. The area is coming along nicely. Wadsworth finished the final grading. The new tee boxes are completely sodded and the forward two tee boxes are open for play. The main two tee boxes will open mid to late May depending on weather. The coir logs have been set around the pond and the bluegrass sod is 75% completed around the banks to secure them. We plan to be finished by mid-May. The cart path is set to be installed by May 15th as well. With this project being completed mostly in house by our maintenance crew we were able to save approximately \$130k for the entire project.

With the project being almost complete staff can redirect its focus back on the golf course in coming months. The greens were aerified this month and the recovery process has been great. We do have some areas on Hole

1, 3, & 10 that are a little slow coming out of the winter and they will be getting some extra care within the next couple of weeks to speed up the recovery process. The irrigation system has been fully charged for year and we have begun standard watering practices.

The clubhouse area and event areas will be getting attention beginning of May. With the plan in place to have all areas detailed by our first wedding on May 16th.

Finance/Administration

- The statistical sections of the CAFR (Comprehensive Annual Financial Report) are not completed as not all information has become available yet. Staff will present the audit and CAFR in recommended form at the June A&F meeting.
- Staff attended the legislative conference and Parks Day in Springfield, which provided an opportunity to meet and network with our state legislatures.
- Staff is working with the Friends of HE Parks golf committee in preparation for the annual SRT Golf outing which will be held on June 17 at BPC.
- Payroll Cycle Processing
 - 04/24/15 \$296,819.04
 - 05/08/15 \$302,132.26

Administrative Registration/EFT Billing

- EFT Billings for:
 - a. TC/WRC/PSSWC Fitness Centers
 - b. ELC (weekly)
 - c. Sponsorship
 - d. STAR
- Administrative Registration for:
 - a. Financial Assistance
 - b. 2015/2016 star registration
 - c. 2015/2016 kinder star registration
 - d. adult hoops registration
 - e. employee summer camp registrations
- Scanning prior years' registration reports to increase accessibility and reduce storage requirements.

Human Resources

- Processed 34 new part-time hires and 4 new volunteers.
- Continued participation in interview process for BPCC: FT Banquet & Bar Service Manager
- Met with New Balance representative to explore options of partnering with a shoe company for mutual benefits of advertising and footwear for District employees. An agreement of this nature would allow for District employees to receive discounts on work-specific shoes.
- Met with Hoffman Estates Community Bank to lay foundation for a new payroll debit card program.

Technology

- Part time IT support staff
 - Job posting was made available by HR. Limited applicants so far.
- TC server room UPS battery backup
 - UPS battery backup was damaged by the ComEd power outage in March. Currently utilizing alternative battery backups for essential equipment.
 - Received quote from Pinnacle Systems for a comparable replacement in the amount of \$20,000.
 - A claim was filed to PDRMA and an insurance adjustor came out to survey the device. Awaiting a reply back from the adjustor.
- Spam Filter and Email Archiver
 - Currently paying \$100/month for Spam Filtering. Will purchase our own in-house device as the yearly maintenance will cost less and it will give us more control.
 - Email Archiver will relieve disk space from our email server as well as help with any FOIA requests.
 - Plan to work with Sterling to purchase and configure these two devices.
- Shoretel Telephone system
 - Termination of our PRIs with CallOne have been completed and confirmed.
 - Termination of our T1s with AT&T have been completed & confirmed.
- Cisco Firewall
 - Continuing to work with Sterling to configure the firewall's abilities which include VPN & regulating internet access.
- Point to Point (PTP) Wireless SEA to BPC
 - Completed the install of the PTP on 5/3 and confirmed connectivity.
 - Speed between the two wireless points is more than adequate at ~500mbps (much faster than the previous T1 line). Connection is stable even in stormy weather.
 - ATI installed all related Shoretel & networking equipment on 5/5.
- WIFI (Public & Private) upgrade throughout the District
 - TC's public WIFI was upgraded with Comcast extenders. Currently coverage is lacking on the Northside of the building near 50+. Will fill in these "dead zones" with our own WAPs. Currently planning the installation of new WAPs throughout the district.
 - Comcast BCI at PSSWC including extenders was installed on 4/22.
 - WIFI WAPs were setup at Seascape to provide public WIFI for the concession stand as well as customers.

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 15-064

To: Board of Commissioners
From: Dean Bostrom, Executive Director
Date: May 20, 2015
Re: Encroachment of treehouse

Background

Attached is the correspondence which was presented to the B&G committee at their May 5th meeting regarding the treehouse located on HEPD property. This matter is being placed under New Business so discussion may continue regarding the encroachment. On May 5th, the B&G committee voted 4 to 3 to allow the treehouse to remain on the property at 1272 Caribou Lane with the following conditions:

- We require a license/waiver agreement that would include: maintenance and inspection obligations and very specific insurance and indemnification/waiver language for the benefit of the Park District.
- The property owner would need written clarification from the homeowner's insurer clarifying that they have homeowner's liability coverage which includes liability arising out of the treehouse, contractual liability, and that the District will be named as an additional insured on a primary and non-contributory basis. This may require the homeowner to purchase a rider on their homeowner's policy. The license agreement would provide the District with the right to revoke privileges at any time.
- In addition, consistent with the board's recent policy on Reimbursement of Fees policy, the district will require a Reimbursement of Fees Agreement as condition to proceed with the homeowners request to cover all district expenses. The upfront deposit will be \$500.
- On the District's side of the property, we will require approved signage (at the homeowner's expense) clarifying that the treehouse is private property and patrons are strictly prohibited from access to the treehouse.
- The homeowner agrees to remove the treehouse at his sole expense at any time that the PDRMA requirements are no longer maintained or prior to his property being sold or transferred.

Implications

Following the B&G Committee meeting, staff followed up with PDRMA to further clarify the specific insurance and indemnification requirements of PDRMA. Below are the insurance and indemnification requirements of PDRMA. These requirements were forwarded to the

homeowner so that Mr. Steskal was made aware of the specific insurance and indemnification requirements.

INSURANCE AND INDEMNIFICATION

Licensee shall obtain insurance of the types and in the amounts listed below.

A. Commercial General and Umbrella Liability Insurance

Commercial General and Umbrella Liability Insurance Licensee shall maintain commercial general liability (CGL) and commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this location.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, athletic participation, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 26 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Park District.

B. Business Auto and Umbrella Liability Insurance (Not Required)

If applicable, Licensee shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

C. Workers Compensation Insurance (Not Required)

If applicable, Licensee shall maintain workers compensation and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

If Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 26 under the Commercial General and Umbrella Liability Insurance required in this Contract, the Licensee waives all rights against Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Licensee's use of the premises.

D. General Insurance Provisions

a. Evidence of Insurance

Prior to using any Park District facility/park property, Licensee shall furnish Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days written notice to Park District prior to the cancellation or material change of any insurance referred to therein. Written notice to Park District shall be by certified mail, return receipt requested.

Failure of Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Licensee's obligation to maintain such insurance.

Park District shall have the right, but not the obligation, of prohibiting from occupying the premises until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District.

Failure to maintain the required insurance may result in termination of this use agreement at Park District's option.

Licensee shall provide certified copies of all insurance policies required above within 10 days of Park District's written request for said copies.

b. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

c. Cross-Liability Coverage

If Licensee's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

d. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Licensee may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

e. Indemnification

Licensee shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not

limited to legal fees (attorney's and paralegals' fees and court costs), arising from or in any way connected with (i) the use of the premises or of any business or activity thereon, or any work or thing whatsoever done, or condition created in or about the premises during the use; (ii) any act, omission, wrongful act or negligence of Licensee or any Licensee's contractors or subcontractors, or the directors, officers, agents, employees, invitees of Licensee or Licensee's contractors or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or at the premises, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Licensee shall similarly protect, indemnify and hold and save harmless the Park District, its officers, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Licensee's breach of any of its obligations under or Licensee's default of any provision of the Contract.

In discussing the matter with PDRMA, PDRMA's legal counsel is confident that with the insurance and indemnification requirements, license agreement drafted by legal counsel plus the additional requirements as presented at the B&G Committee, that the park district would be immune from liability with the layers of protection required of the homeowner. Also while the park district still could ultimately be named in a personal injury lawsuit, PDRMA felt that the requirements of the homeowner would provide PDRMA's legal counsel with funds necessary to defend the park district's position on tort immunity law which protects the park district.

Recommendation

If the Board approves to grandfather the treehouse, all requirements as outlined above will need to be accomplished by the homeowner.

If the board does not approve to grandfather the treehouse, the homeowner has requested that he is able to delay completing the demolition until either July or August. Staff would recommend that if the encroachment is not grandfathered, that the park district require that the treehouse be removed on a timely basis (to be determined) to minimize the park district's exposure without all the requirements that would be required if approved.

MEMORANDUM NO. M15-054

TO: Buildings and Grounds Committee
FROM: Dean R. Bostrom, Executive Director
John Giacalone, Director Park Services/Dev & Risk Mgmt
RE: Encroachment on 1272 Caribou Lane
DATE: May 1, 2015

Background

Policy 9.5.2 ENCROACHMENTS, states *“No building or other structure or any part or appurtenance thereof shall extend into, upon or over any part of District property. (See Ordinance No. O-02-08)”*, attached.

On March 17, 2015 the attached letter was sent to Andrej Steskal at 1272 Caribou Lane, Hoffman Estates regarding an identified encroachment on park district property. The encroachment consists of a treehouse constructed with scrap lumber on a dead but stable tree located in Essex Park. Essex Park originally acquired in 2007, was a .75 acre wooded lot that is located NW of Andrej Steskal’s property and does not abut to the backyard of his property. In 2014, the park district acquired the 8.74 acre wooded lot known at the time as 31 Summit. This property was combined with the adjacent Essex Park and the two properties combined are now identified as Essex Park. A portion of the 8.74 acre addition to Essex Park is located directly west of Mr. Steskal’s property.

After receiving the March 17th letter, Mr. Steskal requested to petition the park board to maintain the treehouse as staff informed Mr. Steskal that only the park board had the authority to allow an identified encroachment on park district property.

Implications

Mr. Steskal originally purchased his property in 2002 and in 2013 his father-in-law and his son constructed the treehouse on a dead tree located approximately 1 foot onto the property which is now park district property. At the time the treehouse was constructed, the tree on which the treehouse was constructed was not owned by the park district. The treehouse is secured by large wood screws and while the tree is completely dead, both the tree and the treehouse are very stable and do not pose a threat of falling down at this time.

While the park district has a history of zero tolerance for encroachments on park district property, this particular encroachment was an existing condition when the park district acquired the property. Therefore, staff believes that this encroachment could be

grandfathered on a conditional basis. These conditions would include that (1) Mr. Steskal agrees to maintain a PDRMA approved waiver releasing HEPD from any liability arising as a result of the treehouse located on park district property; (2) Mr. Steskal agrees to acquire additional insurance as required from PDRMA that would name the park district as additional insured from accidents that occur as a result of the treehouse; (3) Mr. Steskal agrees to remove the treehouse at his sole expense at any time that the PDRMA requirements are no longer maintained or prior to his property being sold or transferred.

Recommendation

The B&G Committee recommends the board allow the treehouse to remain on the property at 1272 Caribou Lane with the following conditions: 1) Mr. Steskal agrees to maintain a PDRMA approved waiver releasing HEPD from any liability arising as a result of the treehouse located on park district property; (2) Mr. Steskal agrees to acquire additional insurance as required from PDRMA that would name the park district as additional insured from accidents that occur as a result of the treehouse; (3) Mr. Steskal agrees to remove the treehouse at his sole expense at any time that the PDRMA requirements are no longer maintained or prior to his property being sold or transferred.

 **HOFFMAN ESTATES PARK DISTRICT**

2352 Hassell Road, Hoffman Estates, Illinois 60169
heparks.org — **t** 847-285-5465 — **f** 847-885-8684
jgiacalone@heparks.org — **cell** 847-561-1325



March 17, 2015

Resident
1272 Caribou Lane
Hoffman Estates, Illinois 60192

RE: Encroachments on Park District Property

Dear Resident:

During a recent inspection of Essex Park, it appears that the park property located directly behind 1272 Caribou Lane has encroachment / Vandalism issues

1. A tree house encroaches onto park district property, causing permanent tree damage to Park District trees.

Items 1 is strictly prohibited under park rules and regulations Section 9.3.5a *Injury to or Destruction of Park Property* included in this correspondence.

Park District code Section 9.3.5

INJURY TO OR DESTRUCTION OF PARK PROPERTY

Unless authorized by a District contract or other District authorization, no person shall in or on District property:

- a. destroy, cut, break, dump, deface, mutilate, injure, disturb, sever from the ground or remove any sod, earth or growing thing including but not limited to any plant, flower, flower bed, shrub, tree, growth, or any branch, stem, fruit, or leaf thereof; or bring into or have in his/her possession in or on District property any tool or instrument intended to be used for the cutting thereof, or any garden or agricultural implements or tools which could be used for the removal thereof;

Attached are pictures for your reference.

In order to avoid future repercussions including fines up to \$750 per occurrence, you will need to immediately remove the tree house; all associated building materials and remove all nails and screws from the park trees.

Please contact me with any questions and with your compliance timeline.

My contact information is at the top of this letter.

Sincerely,

John Giacalone

Director of Park Services, Development, and Risk Management







**Hoffman Estates Park District
Procedure for Acting on Encroachment
Upon Hoffman Estates Park District Property**

6.102 Encroachment on Hoffman Estates Park District Property

- A. The Director of Park Services / Development & Risk Mgt. will prepare correspondence to the encroaching residence / resident, giving thirty (30) days to correct the situation and restore the land to its original state, or to notify the Park District of their desire to arrange a meeting with staff to review the encroachment on site.
- B. If the location of the encroachment is disputed by the resident(s), or if the extent is unclear due to its proximity to the property line, the Park District will request a copy of the resident's plot of survey. If the plot of survey is not produced, the Division Director will have the property in question surveyed. **If the survey determines that the district is correct about the boundary location, the cost of the survey will be passed along to the resident.** If the survey determines that the resident is correct, the district will absorb the cost of the survey.
- C. Resident may, as a final appeal, petition the Board of Commissioners. The decision of the Board will be final.
- D. If the resident does not respond to the original letter, a second letter will be sent within thirty (30) days. The second letter shall notify the resident of the consequences if the encroachment is not removed within 60-days of the first letter sent. If there is still no response, or if the resident responds and refuses to correct the situation, the **Village Police and or Code Enforcement Department will be notified and requested to issue a citation of \$750.00 for each day the encroachment exists.**
- E. If the encroachment is not removed by the violator, Park District staff will arrange to have the encroachment removed, and send an invoice to the resident in the amount time and material involved to remove the encroachment.

Approval Date: _____

Revision Date: _____

4/16/12

Dean Bostrom

Revision Date: _____

Date: May 5, 2015
To: B&G Committee:
From: Dean Bostrom
Subject: Treehouse Encroachment at 1272 Caribou Lane

*handed
out at
meeting*

Based on communications with PDRMA, PDRMA confirmed that the following requirements would be necessary to approve the encroachment:

First we would need to require a license/waiver agreement that would include: maintenance and inspection obligations and very specific insurance and indemnification/waiver language for the benefit of the Park District. The property owner would need written clarification from the homeowner's insurer clarifying that they have homeowner's liability coverage which includes liability arising out of the tree house, contractual liability, and that the District will be named as an additional insured on a primary and non-contributory basis. This may require the homeowner to purchase a rider on their homeowner's policy. The license agreement would provide the District with the right to revoke privileges at any time.

In addition, consistent with the board's recent policy on Reimbursement of Fees policy, the district should also require a Reimbursement of Fees Agreement as condition to proceed with the homeowners request to cover all district expenses. It would be recommended that the upfront deposit be \$500, as legal counsel has already created a template License/waiver agreement that we have utilized extensively with other residents.

Lastly, on the District's side of the property, it is recommended that we require approved signage clarifying that the tree house is private property and patrons are strictly prohibited from access to the tree house.

Dean





Essax Park

31 Summit Site

Golf Road Detention

Westside Nature Preserve

Future Park

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 15-065

To: Board of Commissioners
From: Dean Bostrom, Executive Director
Date: May 20, 2015
Re: Video Gaming advertising

While Memo M15-057 regarding video gaming evaluation was approved by the Rec Committee at the May 12th meeting, this memo is being presented to the Board so that discussion may resolve the question regarding whether to advertise video gaming at BPC on all 4 district marquee signs or if the advertising of video games should only be included with the BPC advertising at BPC.

HOFFMAN ESTATES PARK DISTRICT MEMORANDUM # 15-066

To: Board of Commissioners
From: Dean Bostrom, Executive Director
Date: May 20, 2015
Re: Ordinance annexing property to park district

Background

At the November 27, 2012 park board meeting, the board approved an intergovernmental agreement for the disconnection of the Bradwell property from the Palatine Park District and annexation to the Hoffman Estates Park District.

The “TRIGGER DATE” for the agreement was the issuance of the first building permit which was issued by the Village approx. 45 days ago. As part of the agreement, the owners of the property which is at K. Hovnanian paid the park district \$49,276 as cash in lieu of the normal park donation. In addition, K. Hovnanian at Bradwell Estates, LLC completed a petition for annexation into the Hoffman Estates Park District. Upon receipt of the \$49,276 and the petition for annexation, the park district deposited \$70,000 in escrow with Ancel Glink. The Palatine Park District has on its agenda May 26th an Ordinance to disconnect the Bradwell Estates property which upon receipt of the \$70,000 in escrow funds will file the disconnection ordinance with the Recorder of Deeds of Cook County.

Attached is the HEPD Ordinance O15-005, “*An Ordinance Annexing Certain Territory to the Hoffman Estates Park District, Cook County, Illinois*”, which needs to be approved by the board.

Recommendation

Staff recommends approval of Ordinance O15-005, “*An Ordinance Annexing Certain Territory to the Hoffman Estates Park District, Cook County, Illinois*”.

*Prepared by and
After recording, return to:*

Adam B. Simon
Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer, P.C.
175 E. Hawthorn Pkwy., Suite 145
Vernon Hills, Illinois 60061

CERTIFICATION

I, Dean Bostrom, do hereby certify that I am the Secretary of Hoffman Estates Park District of Cook County, Illinois and as such I am the keeper of the Ordinances, Minutes and other records of the Hoffman Estates Park District.

I further certify that the attached is a true and correct copy of Ordinance No. O-15-005, "An Ordinance Annexing Certain Territory to the Hoffman Estates Park District, Cook County, Illinois."

Witness my hand this _____ day of _____, 2015.

Dean Bostrom, Secretary, Hoffman Estates Park District

ORDINANCE NO. O15-005

**AN ORDINANCE ANNEXING CERTAIN TERRITORY
TO THE HOFFMAN ESTATES PARK DISTRICT,
COOK COUNTY, ILLINOIS**

(Bradwell Estates)

*Hoffman Estates Park District
1685 W. Higgins Road
Hoffman Estates, Illinois 60169*

ORDINANCE NO. 015-005

**AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE
HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS**

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates annexed certain territory legally described herein (the “Territory”);

WHEREAS, K. Hovnanian at Bradwell Estates, LLC, an Illinois limited liability company (“Owner”), is the owner of the Territory;

WHEREAS, Owner, by its Division President, has filed with the Board of Park Commissioners a voluntary Petition for Annexation to Park District, attached hereto as Exhibit “A”, requesting that the Park District annex the Territory;

WHEREAS, said Territory is not within the corporate limits of any park district, but is contiguous to the Hoffman Estates Park District;

WHEREAS, there are no electors residing on the territory and the petitioner represents the only property owner in the territory;

WHEREAS, the Park District is authorized to annex additional property according to Section 3-1 of the Illinois Park District Code (70 ILCS 1205/3-1); and

WHEREAS, it is in the best interest of the Hoffman Estates Park District that said territory be annexed;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE HOFFMAN ESTATES PARK DISTRICT, COOK COUNTY, ILLINOIS, as follows:

SECTION 1: That the property which is legally described in Exhibit B, incorporated as though fully set forth herein, is hereby annexed to the Hoffman Estates Park District, Cook County, Illinois.

SECTION 2: That the Secretary of the Hoffman Estates Park District is hereby directed to record in the Office of the Recorder of Deeds of Cook County, Illinois, and to file in the Office of the County Clerk of Cook County, Illinois, being the County in which the aforesaid annexed territory is situated, a certified copy of this Ordinance together with an accurate map of the territory hereby annexed (“Plat of Annexation”), said map being attached hereto and made a part hereof and labeled Exhibit C.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and approval, and when a certified copy thereof, together with an accurate map is recorded in the Office of the Recorder of Deeds of Cook County, Illinois, and filed in the Office of the County Clerk of Cook County, Illinois; and thereupon said territory shall be subject to the jurisdiction of the Hoffman Estates Park District.

PASSED:

AYES:

NAYS:

ABSENT:

PASSED this ____ day of _____, 2015.

APPROVED:

HOFFMAN ESTATES PARK DISTRICT

President

(SEAL)

ATTEST:

Secretary

EXHIBIT A

Petition for Annexation to Park District

BEFORE THE
BOARD OF PARK COMMISSIONERS OF
THE HOFFMAN ESTATES PARK DISTRICT
COOK COUNTY, ILLINOIS

IN THE MATTER OF THE PETITION
FOR THE ANNEXATION OF CERTAIN
TERRITORY TO THE HOFFMAN ESTATES
PARK DISTRICT

PETITION FOR ANNEXATION

The undersigned Petitioners as owners of the real property hereinafter described, and pursuant to Section 3-1 of the Park District Code, 70 ILCS 1205/3-1, respectfully petition the Board of Park Commissioners to adopt an ordinance annexing the following territory to the Hoffman Estates Park District ("District").


In support of this Petition, the Petitioners state as follows:

1. The Petitioners are all the owners of record of all the land within the territory described on Exhibit A attached hereto and specifically incorporated by reference herein ("Territory") and depicted on the Plat of Annexation attached hereto as Exhibit B;
2. There are no legal voters residing in the Territory; and
3. The Territory is contiguous to the boundaries of the Hoffman Estates Park District.

Wherefore, the Petitioners pray that the Board of Park Commissioners of the Hoffman Estates Park District annex to the District the Territory described herein, by means of an appropriate ordinance.

Respectfully submitted.

K. HOVNANIAN AT BRADWELL ESTATES, LLC

By: 

Print Name: Andrew Konovodoff

Its: Division President

Date: 4/14/15

EXHIBIT B

LEGAL DESCRIPTION

(Legal Description of Property to be Annexed)

Permanent Index Numbers: 02-18-300-057, 02-18-300-056, 02-18-300-059, and
02-18-300-058

Legal Description:

ALL OF BRADWELL ESTATES, BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 5, 2014, AS DOCUMENT NO. 1433918030, IN PALATINE TOWNSHIP, COOK COUNTY, ILLINOIS.

Commonly known as: 1400 Bradwell Road, Hoffman Estates, Illinois, 60010.

EXHIBIT C

Map of Annexation

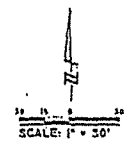
[SEE ATTACHED]

P.L.M. NO. 07-11-130-014
 07-11-130-017
 07-11-130-018
 07-11-130-024

PLAT OF ANNEXATION TO THE HOFFMAN ESTATES PARK DISTRICT

SHEET 1 OF 1

FOR
 ALL OF SAID REAL ESTATE BEING A SUBDIVISION OF PART OF THE EAST HALF OF
 THE FOURTH QUARTER OF SECTION 16, TOWNSHIP 42 NORTH, RANGE 10 EAST
 OF THE THIRD RANGE OF TOWNSHIP 42 NORTH, RANGE 10 EAST, IN COOK COUNTY,
 ILLINOIS, AS SHOWN AS EIGHTH AND NINTH TOWNSHIP 42 NORTH,
 COUNTY, ILLINOIS.



CHEVIOT
 DRIVE

BRADWELL ROAD

KINGSTON DRIVE

CARRIANA DRIVE

HEREBY ANNEXED TO THE
 HOFFMAN ESTATES PARK DISTRICT
 (AREA 14.7804 ACRES)

CARRIANA

PARCEL 3

PARCEL 4

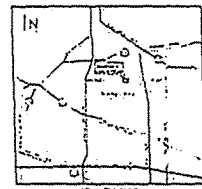
PARCEL 2

PARCEL 1

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PALATINE TOWNSHIP
 TOWNSHIP 42 NORTH
 RANGE 10 EAST
 COOK COUNTY, ILLINOIS



STATE OF ILLINOIS
 COUNTY OF COOK
 I, _____, Clerk of Cook County, Illinois, do hereby certify that the foregoing is a true and correct copy of the original plat of annexation to the Hoffman Estates Park District, as recorded in the Public Record Office of Cook County, Illinois, on this _____ day of _____, 2011.

STATE OF ILLINOIS
 COUNTY OF COOK
 I, _____, Clerk of Cook County, Illinois, do hereby certify that the foregoing is a true and correct copy of the original plat of annexation to the Hoffman Estates Park District, as recorded in the Public Record Office of Cook County, Illinois, on this _____ day of _____, 2011.

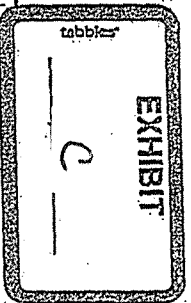
STATE OF ILLINOIS
 COUNTY OF COOK
 I, _____, Clerk of Cook County, Illinois, do hereby certify that the foregoing is a true and correct copy of the original plat of annexation to the Hoffman Estates Park District, as recorded in the Public Record Office of Cook County, Illinois, on this _____ day of _____, 2011.

STATE OF ILLINOIS
 COUNTY OF COOK
 I, _____, Clerk of Cook County, Illinois, do hereby certify that the foregoing is a true and correct copy of the original plat of annexation to the Hoffman Estates Park District, as recorded in the Public Record Office of Cook County, Illinois, on this _____ day of _____, 2011.

PLAT PREPARED BY
 HAEGER ENGINEERING LLC
 1500 N. WILSON AVENUE, SUITE 200
 HOFFMAN ESTATES, ILLINOIS 60142
 PLAT APPROVED BY
 ILLINOIS STATE BOARD OF SURVEYORS
 PLAT FILED BY
 CLERK OF COOK COUNTY
 OFFICE OF THE CLERK OF COOK COUNTY
 100 N. LAUREL STREET, 11TH FLOOR
 CHICAGO, ILLINOIS 60602
 DATE OF FILING: APRIL 20, 2011



HAEGER ENGINEERING
 Consulting Engineers
 1500 N. Wilson Avenue, Suite 200
 Hoffman Estates, IL 60142
 Phone: 815.381.1111
 Fax: 815.381.1112
 Email: info@haegereng.com
 www.haegereng.com





Via: UPS

Thursday, April 30, 2015

Hoffman Estates Park District
Dean Bostrom, Executive Director
1685 W Higgins Rd
Hoffman Estates, IL 60169

Re: Bradwell Estates Subdivision, Hoffman Estates

Mr. Bostrom,

Enclosed please find a check for \$49,276 made out to the Hoffman Estates Park District. Also enclosed is a copy of the first building permit and copies of the Petitions for Annexation and Disconnection. You should already have the original mylar plat and Petition for Annexation in your possession. The original petition for disconnection was delivered to Michael Clark at the Palatine Park District on April 17, 2015. If you have any questions please feel free to call.

Sincerely,

Danielle Marchese

Danielle Marchese
Land Development Admin
K. Hovnanian Homes
630-210-8899
Dmarchese@khov.com



1159 Bradwell Rd
Hoffman Estates IL 60010

K. Hovnanian JV Holdings, LLC - Edison Group

HOFFMAN ESTATES PARK DISTRICT
1685 W HIGGINS RD
HOFFMAN ESTATES IL 60169

INVOICE #	DATE	PO#/REFERENCE/JOB COST CODE	GROSS AMOUNT	DISCOUNT	NET AMOUNT
42915	04/29/15	1289155	49,276.00		49,276.00
CHECK NUMBER	DATE	NAME		VENDOR NO.	TOTAL AMOUNT
265	4/29/15	Hoffman Estates Park District		245186	\$49,276.00

THE FACE OF THIS DOCUMENT HAS A BLUE AND WHITE BACKGROUND WITH A STEP AND REPEAT PATTERN. A TRUE WATERMARK, HOLD TO LIGHT TO VIEW.



1159 Bradwell Rd
Hoffman Estates IL 60010

K. Hovnanian JV Holdings, LLC - Edison Group

CHECK NO.
0000265

55-277/312

DATE OF CHECK
04/29/15

CHECK AMOUNT
\$49,276.00

PAY: FORTY-NINE THOUSAND TWO HUNDRED SEVENTY-SIX AND XX/100 DOLLARS

TO THE ORDER OF HOFFMAN ESTATES PARK DISTRICT
1685 W HIGGINS RD
HOFFMAN ESTATES IL 60169

Paul A. Volonich
Authorized Signature

PNC Bank N.A. 060
New Jersey

The construction in progress on these premises is covered by:

PERMIT NO. 14110103

VILLAGE OF HOFFMAN ESTATES

EXPIRATION DATE January 13, 2015

TYPE OF CONSTRUCTION

SINGLE FAMILY HOUSE

STREET 5199 Carriana Ct

LOT _____ BLOCK _____

SUBDIVISION _____

DATE 12-16-14

Construction and location of building must be in strict compliance with the Building and Zoning Ordinances as amended by the Hoffman Estates board of Trustees, and other pertinent ordinances that have been adopted by said board.

PENALTY: Any Person, Firm or Corporation, who violates, disobeys, omits, neglects, or, who resists enforcement of any of the provisions of the Building Ordinance, including provisions adopted by reference, violation of any such provision or to remedy a hazard of fire, explosion, collapse, contagion or spread of infectious disease found to exist and duly ordered eliminated, shall be fined not more than \$500.00 for each offense, and each day upon which such a violation continues shall constitute a separate offense.



[Handwritten Signature]

BUILDING OFFICIAL

This notice must be posted to be visible from the street and must remain until After completion of this project and shall not be used for any other building.

VILLAGE OF HOFFMAN ESTATES

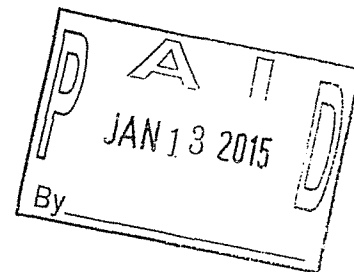
21 ITEMS OF 63

PERMIT RECEIPT

OPERATOR: cashreg1
COPY # : 1

Sec:18 Twp:02 Rng: Sub: Blk:300 Lot:
PIN: 02-18-300-5191 CARRIANA CT

DATE ISSUED.....: 01/13/2015
RECEIPT #.....: 01001320707
REFERENCE ID # ...: 14110105



SITE ADDRESS: 5191 CARRIANA CT
SUBDIVISION:
CITY: HOFFMAN ESTATES
IMPACT AREA

OWNER: K HOVNIANIAN HOMES
ADDRESS: 1804 N NAPER BLVD
CITY/STATE/ZIP ...: NAPERVILLE, IL 60564

RECEIVED FROM: VINCE URSETTA
CONTRACTOR: VINCE URSETTA LIC # CC10508
COMPANY: K HOVNIANIAN HOMES
ADDRESS: 1804 N NAPER BLVD
CITY/STATE/ZIP ...: NAPERVILLE, IL 60564
TELEPHONE: (630) 210-8888

FEE ID	UNIT	QUANTITY	AMOUNT	PD-TO-DT	THIS REC	NEW BAL
TOTAL RECEIPT :			79,584.49			

BEFORE THE
BOARD OF PARK COMMISSIONERS OF
THE HOFFMAN ESTATES PARK DISTRICT
COOK COUNTY, ILLINOIS

IN THE MATTER OF THE PETITION
FOR THE ANNEXATION OF CERTAIN
TERRITORY TO THE HOFFMAN ESTATES
PARK DISTRICT

PETITION FOR ANNEXATION

The undersigned Petitioners as owners of the real property hereinafter described, and pursuant to Section 3-1 of the Park District Code, 70 ILCS 1205/3-1, respectfully petition the Board of Park Commissioners to adopt an ordinance annexing the following territory to the Hoffman Estates Park District ("District").


In support of this Petition, the Petitioners state as follows:

1. The Petitioners are all the owners of record of all the land within the territory described on Exhibit A attached hereto and specifically incorporated by reference herein ("Territory") and depicted on the Plat of Annexation attached hereto as Exhibit B;
2. There are no legal voters residing in the Territory; and
3. The Territory is contiguous to the boundaries of the Hoffman Estates Park District.

Wherefore, the Petitioners pray that the Board of Park Commissioners of the Hoffman Estates Park District annex to the District the Territory described herein, by means of an appropriate ordinance.

Respectfully submitted.

K. HOVNIANIAN AT BRADWELL ESTATES, LLC

By: 

Print Name: Andrew Konovodoff

Its: Division President

Date: 4/14/15

EXHIBIT A

LEGAL DESCRIPTION

ALL OF BRADWELL ESTATES, BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 5, 2014 AS DOCUMENT NO. 1433918030, IN PALATINE TOWNSHIP, COOK COUNTY, ILLINOIS.

Property Index Numbers: 02-18-300-056-0000; 02-18-300-057-0000; 02-18-300-058-0000; 02-18-300-059-0000

COMMONLY KNOWN AS: 1400 BRADWELL ROAD, HOFFMAN ESTATES, ILLINOIS 60010

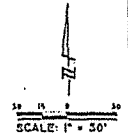
PLAN No 78 07-10-300-05A
07-10-300-05B
07-10-300-05C
07-10-300-05D

PLAT OF ANNEXATION TO THE HOFFMAN ESTATES PARK DISTRICT

SHEET 1 OF 1

FOR

ALL OF CERTAIN ESTATES, BEING A SUBDIVISION OF PART OF THE EAST END OF THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 4 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF DATED DECEMBER 8, 2004 AS EVIDENCED BY INSTRUMENT NO. 02002, COOK COUNTY, ILLINOIS.



CHEVIOT DRIVE

BRADWELL ROAD

KINGSTON DRIVE

CARRIERS DRIVE

HEREBY ANNEXED TO THE
HOFFMAN ESTATES PARK DISTRICT
(AREA = 14.7104 ACRES)

PARCEL 3

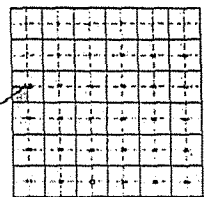
PARCEL 4

PARCEL 5

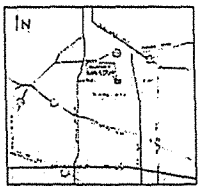
PARCEL 1

CARRIANA

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PALATINE TOWNSHIP
TOWNSHIP 4 NORTH
RANGE 10 EAST
COOK COUNTY, ILLINOIS



VIRGINIA BAR

PLAT PREPARED BY
HAEGER ENGINEERING
150 SOUTH LAWRENCE ROAD
NAPERVILLE, IL 60563

PLAT SUBMITTED BY
SHEILA M. WATKINS, CEO
HOFFMAN ESTATES PARK DISTRICT
150 SOUTH LAWRENCE ROAD
NAPERVILLE, IL 60563

PLAT APPROVED BY
SHEILA M. WATKINS, CEO
HOFFMAN ESTATES PARK DISTRICT
150 SOUTH LAWRENCE ROAD
NAPERVILLE, IL 60563

PLAT APPROVED BY
SHEILA M. WATKINS, CEO
HOFFMAN ESTATES PARK DISTRICT
150 SOUTH LAWRENCE ROAD
NAPERVILLE, IL 60563

tabbitt

B

EXHIBIT

STATE OF ILLINOIS
COUNTY OF COOK

BEFORE ME, the undersigned authority, on this _____ day of _____, 2011, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

My commission expires _____.

STATE OF ILLINOIS
COUNTY OF COOK

BEFORE ME, the undersigned authority, on this _____ day of _____, 2011, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

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My commission expires _____.



HAEGER ENGINEERING
consulting engineers

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
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BEFORE THE
BOARD OF PARK COMMISSIONERS OF
THE PALATINE PARK DISTRICT
COOK COUNTY, ILLINOIS

IN THE MATTER OF THE PETITION
FOR THE DISCONNECTION OF CERTAIN
TERRITORY FROM THE PALATINE PARK
DISTRICT

PETITION FOR DISCONNECTION

The undersigned Petitioners as owners of the real property hereinafter described, and pursuant to Section 3-6 of the Park District Code, 70 ILCS 1205/3-6, respectfully petition the Board of Park Commissioners to adopt an ordinance disconnecting the following territory from the Palatine Park District ("District").

In support of this Petition, the Petitioners state as follows:

1. The Petitioners are all the owners of record of all the land within the territory described on Exhibit A attached hereto and specifically incorporated by reference herein ("Territory"), and depicted on the Plat of Disconnection, attached hereto as Exhibit B.
2. The Territory is within the boundaries of the Palatine Park District, is located on the border of the District, and if disconnected from the District would not separate any part of the District from any other part; and
3. The Clerk of Cook County has certified that all taxes or assessments due from the Territory to the District have been paid. The Clerk's certificate is attached hereto and specifically incorporated herein as Exhibit C.

Wherefore, the Petitioners pray that the Board of Park Commissioners of the Palatine Park District disconnect from the District the Territory described herein, by means of an appropriate ordinance.

Respectfully submitted,

K. HOVNANIAN AT BRADWELL ESTATES, LLC

By: 

Print Name: Andrew Konovodoff

Its: Division President

Date: 4/14/2015

EXHIBIT A

LEGAL DESCRIPTION

ALL OF BRADWELL ESTATES, BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 5, 2014 AS DOCUMENT NO. 1433918030, IN PALATINE TOWNSHIP, COOK COUNTY, ILLINOIS.

Property Index Numbers: 02-18-300-056-0000; 02-18-300-057-0000; 02-18-300-058-0000; 02-18-300-059-0000

COMMONLY KNOWN AS: 1400 BRADWELL ROAD, HOFFMAN ESTATES, ILLINOIS 60010

PIN 4574
DATE
BY
CHECKED
DATE

PLAT OF DISCONNECTION FROM THE PALATINE PARK DISTRICT

SHEET 1 OF 1

ALL OF ORIGINAL ESTATE UNDER DISPOSITION OF PART OF THE EAST HALF OF THE SOUTH-WEST QUARTER OF SECTION 19, TOWNSHIP 4 NORTH, RANGE 12 WEST OF THE 1ST PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS, BUT EXCEPT PARTS THEREOF WHICH ARE TOWNSHIP AND RANGE PALATINE PARK DISTRICT ESTATE LANDS

SCALE: 1" = 30'

CHEVIOT DRIVE

BRADWELL ROAD

KINGSTON DRIVE

CHAMBERS DRIVE

HEREBY DISCONNECTED FROM THE PALATINE PARK DISTRICT (AREA=±4.7804 ACRES)

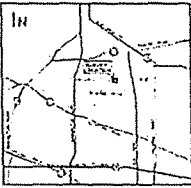
CARRIANA

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EXHIBIT
B

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21	22	23	24	25
26	27	28	29	30

PALATINE TOWNSHIP
TOWNSHIP 4 NORTH
RANGE 12 EAST
COOK COUNTY, ILLINOIS



PREPARED BY
HAEGER ENGINEERING
INCORPORATED
CHICAGO, ILLINOIS

APPROVED BY
[Signature]

DATE OF RECORDING
[Date]

RECORDED AT
[Location]

INDEXED BY
[Signature]

DATE OF INDEXING
[Date]

FILED IN
[Location]

BOOK AND PAGE
[Details]

EXHIBIT NO.
[Details]

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EXHIBIT C

COUNTY CLERK'S CERTIFICATE