

**AGENDA**  
**REGULAR BOARD MEETING NO. 1027**  
**TUESDAY, MARCH 27, 2018**  
**7:00p.m.**

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. AWARDS: *Best of Hoffman*: Enid McEvilly
5. COMMENTS FROM THE AUDIENCE
6. RECESS FOR A&F COMMITTEE MEETING
7. RECONVENE FOLLOWING A&F COMMITTEE MEETING
8. APPROVAL OF MINUTES (attached)
  - A. Regular Board Minutes 02/27/2018
  - B. Special Board Minutes 02/06/2018
  - C. Special Board Minutes 02/13/2018
  - D. Special Board Minutes 02/20/2018
9. CONSENT AGENDA ([Click here to access packets/documents below](#))
  - A. Playground installation at Armstrong and MacArthur; Concrete work at Freedom Run Dog Park / M18-031 (B&G packet 3/20/2018)
  - B. Asphalt patching at PSSWC, Cannon Crossing park and pathway renovation work at Freedom Run Dog Park / M18-032 (B&G packet 3/20/2018)
  - C. Vogelei Barn siding / M18-034 (B&G packet 3/20/2018)
  - D. Moon Lake residents to temporarily park at Seascape / M18-035 (B&G packet 3/20/2018)
  - E. Revision to Personnel Policy Manual: VII Educating & informing the public (A&F packet 3/27/2018)
  - F. Surplus Ordinance O18-003 / M18-040 (A&F packet 3/27/2018)
  - G. Open and Paid Invoice Register: \$659,611.49 (A&F packet 3/27/2018)
  - H. Revenue and Expenditure Report (A&F packet 3/27/2018)
  - I. Acceptance of B&G Minutes 02/20/2018 (B&G packet 3/20/2018)
  - J. Acceptance of Rec Minutes 02/20/2018 (Rec packet 3/20/2018)
  - K. Acceptance of A&F Minutes 02/27/2018 (A&F packet 3/27/2018)

10. PRESIDENT'S REPORT
11. ADOPTION OF EXECUTIVE DIRECTOR'S REPORT
12. OLD BUSINESS
13. NEW BUSINESS
  - A. Real Estate Purchase Contract w/Schaumburg Township re: Maple Park, Resolution R18-002 / M18-039a
14. COMMISSIONER COMMENTS
15. EXECUTIVE SESSION
  - A. Minutes, pursuant to Section 2(c)(21) of the Open Meetings Act
    1. 2/06/2018
    2. 2/13/2018
    3. 2/20/2018
    4. 2/27/2018
  - B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.
16. Potential discussion and possible vote on matters regarding the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.
17. ADJOURNMENT



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**MINUTES  
REGULAR BOARD MEETING #1026  
February 27, 2018**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on February 27, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, President Kaplan

Absent: None

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies, P&D Director Buczkowski, Parks Director Hugen, Golf Director Bechtold

Audience: 50+ Manager Schwartz, Royce and Jacki Schwartz 112 Brixham Pl, Sue Ratio 100 Illinois Blvd, Sherry Scheffers 420 Norridge Ln, Jodie Mitchell 345 Illinois Blvd, Mary Wroblewski 1048 Aegean in Schaumburg, Dian Meyers 465 Hillcrest, Todd Abrams W-T Group, Laure Kosey

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Awards:**

Best of Hoffman:

President Kaplan acknowledged Royce Schwartz as this month's Best of Hoffman for her assistance to the 50+ group with the Pinterest Craft Projects and Bunco Group.

**5. Comments from the Audience:**

None

**6. Recess for A&F Committee Meeting:**

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to recess the Board Meeting at 7:06 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

**7. Reconvene Following A&F Committee Meeting:**

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to reconvene to the Regular Board Meeting #1026 at 9:00 p.m. The motion carried by voice vote.

Present: Commissioner Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, President Kaplan

Absent: None

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

Audience: Laure Kosey

**8. Approval of the Minutes:**

Commissioner Kilbridge made a motion, seconded by Commissioner R. Evans to approve the minutes of the January 23, 2018 meeting as presented. The motion carried by voice vote.

**9. Consent Agenda:**

Commissioner Bickham made a motion, seconded by Commissioner Kinnane to amend the agenda by removing Consent Item G MOU with Friends of HEParks.

ON A ROLL CALL VOTE: Carried 7-0-0

AYES: 7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

NAYS: 0  
ABSENT: 0

- A. Library Project by Girl Scouts / M18-015
- B. Pine Park Storm Sewer Improvement Project / M18-007
- C. Purchase of two mowers / M18-014
- D. Balanced Scorecard / M18-019
- E. Willow Rec and Vogelei Flooring / M18-013
- F. Intergovernmental Agreement with SD54 re: Twinbrook School property / O18-002 / M18-020
- G. ~~Memorandum of Understanding with Friends of HE Parks / M18-024~~
- H. Bond Abatements Ordinance O18-001 /M18-025
- I. Court repair, color coating, striping / M18-009/009A
- J. Supply of playground equipment / M18-010/010A
- K. Revised Safety Manual / Crisis Communication Plan / M18-023
- L. Open and Paid Invoice Register: \$463,395.77
- M. Revenue and Expenditure Report
- N. Acceptance of B&G Minutes 01/16/2018
- O. Acceptance of Rec Minutes 01/16/2018
- P. Acceptance of A&F Minutes 01/23/2018

Commissioner K. Evans made a motion, seconded by Commissioner Bickham to have the Board Approve the MOU with Friends of HE Parks as outlined in M18-024 with Vice President McGinn's signature as Board President Kaplan was a Foundation Trustee.

ON A ROLL CALL VOTE: Carried 4-0-0-3  
AYES: 4 Bickham, K. Evans, Kinnane, McGinn  
NAYS: 0  
ABSENT 0  
ABSTAIN 3 R. Evans, Kilbridge, Kaplan

**10. President's Report:**

President Kaplan noted that he had a good time at the fish fry; reminded everyone of the coming Easter Brunch and Breakfast with the Bunny. He noted it was good to see the golf course open; reminded everyone of the Mayor's breakfast Wednesday morning. He also explained that the NIHL issue had been properly addressed in a second email and that the item would be presented at the March meetings.

**11. Executive Director's Report:**

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

**12. Old Business:**

None

**13. New Business:**

A. Resolution R18-001; Including cash payments related to health insurance as IMRF earnings/M18-008:

Deputy Director Talsma reviewed the item. Commissioner Kilbridge asked if giving the information to IMRF violated any HIPPA rules and Deputy Director Talsma noted that it did not as it was only a dollar amount and no detailed medical explanations.

President Kaplan asked about the cost to the park district and what the district's benefit might be. Deputy Director Talsma noted that the district would pay a percentage on IMRF and that the benefit was healthier employees taking less time off. President Kaplan noted that he felt the district should know the cost of the program to the district and it was noted that the cost would vary from year to year depending on the number of employees involved and if they qualified for a \$10 or \$400 (maximum) reward.

Commissioner Bickham questioned if it should be a part of the Policy or Procedures manual and Director Talsma noted that he believed it was already covered but would check.

Commissioner McGinn made a motion, seconded by Commissioner R. Evans to execute R18-001 Including cash payments related to health insurance in IMRF earnings as outlined in M18-008.

AYES:	7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan
NAYS:	0
ABSENT:	0

**14 Commissioner Comments:**

Commissioner Kinnane said he had attended the Windy City Bulls Game and it had been packed. He also noted that BPC did a great job on the Fish Fry.

Commissioner McGinn reminded everyone of the Legislative Breakfast coming.

Commissioner K. Evans complimented Commissioner Kilbridge on chairing the A&F Committee with the public input.

Commissioner Kilbridge said she would like to attend the Mayor's Breakfast and asked for information on the Legislative Conference. Deputy Director Talsma noted that he believed it was April 23/24. Staff will provide information.

Commissioner R. Evans reminded everyone of March Madness; noted that he saw new people at the Fish Fry and that the new Guide looked good.

**15. Executive Session:**

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to move to Executive Session at 9:23 pm for the purpose of:

- A. Minutes pursuant to Section 2(c)(21) of the Open Meetings Act.
- B. Appointment, employment, compensation, discipline, performance, or dismissal of an employee pursuant to Section 2(c)(1) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0

Ayes: 7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to reconvene to regular session at 10:42 pm. The motion carried by voice vote.

**16. Discussion and Vote from Executive Session:**

None

**17. Adjournment:**

Commissioner Bickham made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 10:43 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary



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**MINUTES  
SPECIAL BOARD MEETING  
February 6, 2018**

**1. Roll Call:**

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on February 6, 2018 at 6:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Absent: None

Also Present: Executive Director/Board Secretary Bostrom, Peter Murphy IAPD President/CEO, Casey Wichmann IAPD Director of Marketing & Development

Audience: None

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Comments from the Audience:**

None



**5. Commissioner Comments:**

None

**6. Executive Session:**

Commissioner R. Evans made a motion, seconded by Commissioner Kilbridge to move to Executive Session at 6:03 pm for the purpose of:

- A. Appointment, employment, compensation, discipline, performance, or dismissal of an employee pursuant to Section 2(c)(1) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0

Ayes: 7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Commissioner Kinnane made a motion, seconded by Commissioner R. Evans to reconvene to regular session at 6:57 pm. The motion carried by voice vote.

**7. Discussion and Vote from Executive Session:**

None

**8. Adjournment:**

Commissioner R. Evans made a motion, seconded by Commissioner Kilbridge to adjourn the meeting at 6:58 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary



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**MINUTES  
SPECIAL BOARD MEETING  
February 13, 2018**

**1. Roll Call:**

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on February 13, 2018 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Absent: None

Also Present: None

Audience: None

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Comments from the Audience:**

None

**5. Commissioner Comments:**

Commissioner Kinnane noted that he had attended his first ribbon cutting ceremony and it was great.

Commissioner Kilbridge noted that the Foundation had completed another successful GNO Event even with the snowfall.

**6. Executive Session:**

Commissioner McGinn made a motion, seconded by Commissioner Kinnane to move to Executive Session at 7:03 pm for the purpose of:

- A. Appointment, employment, compensation, discipline, performance, or dismissal of an employee pursuant to Section 2(c)(1) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0  
Ayes: 7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan  
Nays: 0  
Absent: 0

Commissioner K. Evans made a motion, seconded by Commissioner Bickham to reconvene to regular session at 8:50 pm. The motion carried by voice vote.

**7. Discussion and Vote from Executive Session:**

None

**8. Adjournment:**

Commissioner R. Evans made a motion, seconded by Commissioner McGinn to adjourn the meeting at 8:50 p.m. The motion carried by voice vote.

Respectfully submitted,

Peg Kusmierski  
Recording Secretary

D. Bostrom  
Secretary



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**MINUTES  
SPECIAL BOARD MEETING  
February 20, 2018**

**1. Roll Call:**

A special meeting of the Hoffman Estates Park District Board of Commissioners was held on February 20, 2018 at 9:32 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Absent: None

Also Present: Executive Director Bostrom

Audience: None

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Comments from the Audience:**

None

**5. Commissioner Comments:**

None

**6. Executive Session:**

Commissioner K. Evans made a motion, seconded by Commissioner Kilbridge to move to Executive Session at 9:31 pm for the purpose of:

- A. Appointment, employment, compensation, discipline, performance, or dismissal of an employee pursuant to Section 2(c)(1) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0

Ayes: 7 Bickham, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Commissioner McGinn made a motion, seconded by Commissioner Kilbridge to reconvene to regular session at 10:52 pm. The motion carried by voice vote.

**7. Discussion and Vote from Executive Session:**

None

**8. Adjournment:**

Commissioner Bickham made a motion, seconded by Commissioner Kilbridge to adjourn the meeting at 10:53 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom  
Secretary

Peg Kusmierski  
Recording Secretary

**HOFFMAN ESTATES PARK DISTRICT  
REGULAR BOARD MEETING NO. 1027**

**EXECUTIVE DIRECTOR'S REPORT**

**March 2018**

**PARKS DIVISION**

1. Finalized CAPRA requirements for Parks Division
2. Three full time staff attended the Great Lakes Park Training Institute Annual Conference – Topics covered ranged from Playgrounds for kids with Autism to Improving irrigation Efficiencies.
3. Parks department had a full time staff member complete the Certified Pool and Spa Operator training and test. Parks Department now has four employees that are CPO Certified.
4. Replaced drywall, cove base and painted office in main kitchen at Bridges.
5. Repaired drywall ceiling in proshop and proshop office at Bridges, following interior raccoon damage.
6. Constructed a multi-use advertising/score board for Bridges.
7. Staff installed new garbage disposal at BPC
8. Staff Replaced curtain rod at TC locker room
9. Boiler inspections were completed and all district boilers were cleaned out.
10. Pool maintenance at PSSWC lap pool was completed. Staff completed a media change of filter for lap pool, emptied the lap pool and surge pit, acid washed pool bottom and deck to remove calcium and bio solids build up, removed rust and calcium from stainless steel and completed the refill of the pool and balancing of water chemistry.
11. Painted office walls and repaired failing wall paper at PSSWC.
12. Staff worked three over night shifts to complete painting of all door frames, I-beam poles and circular beams at PSSWC.
13. Replaced closet doors in classrooms, metal chemical storage doors and mechanical room doors at Willow.
14. New electrical heater was installed at Voegelei.
15. Drainage project of Cannon baseball/softball infields was completed.
16. Logs split from Ash Tree removal at Bridges.
17. New support straps were installed on seascape deck chairs.
18. Whisper, South Ridge, North Ridge & Westbury Parks had controlled burns completed.
19. All parks trailers were repaired and painting for the 2018 season.
20. General park and playground cleanup and inspections were completed.

21. Constant cleanup of black bear disc golf course after the removal of dead Ash Trees.
22. Replaced fuel pump and fuel filter on truck 542.
23. Tractor 470 had the transmission temperature relay replaced.
24. Replaced oil seals on turbo charger on bus 534.
25. Truck 528 needed the idler tensioner pulley and fuel filter replaced.
26. Mower 571 the left wheel motor and four hydraulic hoses were replaced.
27. Truck 511's wire harness for back up camera was replaced.
28. Trailer 579 had angle iron welded to the four corners to strengthen tie down brackets.
29. Trailers 834 and 404 had tailgate lift springs installed.
30. New batteries were installed on Bus 510.
31. Vehicle 495 had the muffler replaced.

## **PLANNING & DEVELOPMENT**

### 1. Crack filling and sealcoating:

With the bids received for asphalt patching work, staff now knows the amount of money available for crack filling and sealcoating. With this in mind, staff has prepared the bid package to include all the projects identified as in need of this work as part of the 2018 Capital Program. Bids will be opened and presented to the board in April.

### 2. Preliminary Work on 2020 – 2025 CMP

Planning staff has begun the process of evaluating asset distribution and ROI compared to services rendered. This information will be helpful in planning the long term strategies for capital utilization. Example would be playground overlap and/or redundancy within certain planning areas. Currently the district projects \$6.5 million dollars-worth of playground replacement costs over the next 20 years. If the district was to reduce the number of redundant playgrounds by five, the savings over time would be in excess of \$.5 million.

### 3. Using data to better serve the community:

For many years, the question has been raised as to what is the ROI for our playgrounds. The district has historically believed that playgrounds are the backbone of the park district. For many community members, this is the first contact with the park district both by the individual and caregiver. It is believed that life-long appreciation for the outdoors and physical activity is formulated within these spaces. For the past five years staff has been working with a number of vendors to develop a tool to begin to quantify the value of playgrounds. In 2016 the district installed, as part of the Victoria north playground renovation project, a game known as Biba. Attached is the initial Biba report for Victoria Park. While this mechanism is in its infancy, it begins to tell us a little bit about how our participants are using the facility. The Victoria Biba AP (as it is known) is one of 223 installations in communities of about the same size. The information that has come from this initial

report begins to tell us how and when the participants are utilizing the designed elements. As the number of installations of this AP grows, both within our community and outside of our community, future planning efforts can utilize best practices with the intent of getting the best outcomes. It should be pointed out that the information about how our playgrounds are being used is done through a fun AP that also stimulates play activities thus generating the data relevant to activity levels. With the data from Victoria, staff is currently planning on installing two additional Biba sites; one at Armstrong and the second at MacArthur school. Currently, program developers are finalizing games that can be utilized by school children along with their monitors as well as the games that can be played by parents and caregivers.

## **Recreation & Facilities Division**

### **UPCOMING EVENTS**

- **March 2-** Friday Fish Fry at BPC
- **March 9 -** Friday Fish Fry at BPC
- **March 10-** Parents Night Out at PSSWC
- **March 10-** Mother Son Date Night at BPC
- **March 15 -** Chris Fascione Preschool/ELC Family Show
- **March 16-** St. Patrick's Day Lunch at BPC
- **March 16 -** Friday Fish Fry at BPC
- **March 17-** Hoffman Walks at TC
- **March 17-** ELC Open House at TC
- **March 17 -** Pot of Gold Climb at PSSWC
- **March 23-** Friday Fish Fry at BPC
- **March 24 -** Doggie Eggstravaganza – both dog parks
- **March 24 -** March Madness golf outing at BPC
- **March 25 -** Egg Slide at TC
- **March 30-** Friday Fish Fry at BPC
- **March 31 -** Egg Hunts at 3 parks
- **March 31 -** Aqua Egg Hunt at PSSWC
- **April 1 –** Easter Brunch
- **April 14 -** Parents Night Out
- **April 21 -** Hoffman Walks for Earth Day – Tall Oaks Park
- **April 25 -** Summer Registration begins

### **Summary & Monthly Highlights**

- The Recreation and Facilities Division hosted its first job fair for seasonal and part time employees on Saturday, March 3<sup>rd</sup> from 9:30-11:30 at the Triphahn Center. Most park district departments that employ part time/seasonal staff participated. Approximately 35 people came through – it was a good start to something that



will grow in the coming years. Staff challenged each other with their decorated booths and attendees enjoyed voting for them. Overall, a good event with a lot of potential. Staff will continue to attend other job fairs in the upcoming months to promote part time and seasonal job opportunities.

- Youth basketball, feeder and tournament teams finished up during the first week of March. The program was very successful showing a growth increase rate of almost 20% from 2016/17 to 2017/18.
- Youth baseball is showing a strong start with a growth increase rate of almost 18% from 2016/17 to 2017/18. Adult softball is also up from 4 teams last year to 6 teams this year.
- For the first time in four years our Women's only basketball league will run. It is set to begin on Friday, March 16<sup>th</sup> at the Triphahn Center, currently there are 7 total teams registered.
- Preschool programs are going well with 7 of the 11 current programs full with a wait list. ELC is also going strong with 38 participants as compared to 39 at this time last year. STAR had a strong month while being up by 113 participants from this time last year. (513 in 2017 to 626 in 2018).

### **Volunteers Summary**

- Human Resources processed 5 new volunteers.
- Foundation held the GNO on 2/8 with 5 volunteers working 4 hours each, 1 at 3 hours and 1 at 2 hours; an SRT Golf Committee meeting on 2/23 with 5 volunteers for an hours; and 2/27 a NAPF Webinar with 3 volunteers for 2 hours each.
- PSSWC has a volunteer to take care of their plants who spent 5.25 hours donating her time.
- The district has been contacted by 15 LCAP Volunteers looking for opportunities for their school requirement and given 112 volunteer hours.



### *Youth Athletics*

### **Youth Winter Basketball League, Feeder Basketball and Tournament Teams**

- February was a great month for our youth basketball program as whole. The highlight of the month was our annual all-star games on Sunday, February 18<sup>th</sup> at the Willow Recreation Center. 3<sup>rd</sup>-8<sup>th</sup> grade players, selected by their peers, competed in an all-star game. Coaches selected to represent their division were also selected by their peers.
- Boys Feeder Basketball- competed in the Rolling Meadows tournament and the conference clash at Hersey High School. The boys concluded their feeder season with a banquet on March 1<sup>st</sup> at HEHS.
- Girls Feeder Basketball- Competed in tri-meets throughout the month. Their season will end with a tournament on 3/10-11.

- Tournament teams- Tournament team tryouts will occur on March 5<sup>th</sup> for our 5<sup>th</sup>-8<sup>th</sup> grade boys and girls. Our 3<sup>rd</sup>/4<sup>th</sup> grade team that has competed all year is set to end on 3/10-11.
- Off Season- Parents have been emailed with HEPD off-season schedule which include the USA Basketball Open Court Program, the Summer Basketball League, and Free Fundamental Fall Sessions.

	1/2 Coed	3/4 Boys	5/6 Boys	7/8 Boys	3/4 Girls	5/6 Girls	7/8 Girls	Boys Feeder	Girls Feeder	3/4 Tournament	Total
<b>2016/17</b>	<b>59</b>	<b>58</b>	<b>40</b>	<b>53</b>	<b>21</b>	<b>21</b>	<b>4</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>288</b>
<b>2017/18</b>	<b>49</b>	<b>80</b>	<b>52</b>	<b>58</b>	<b>19</b>	<b>22</b>	<b>10</b>	<b>34</b>	<b>24</b>	<b>10</b>	<b>359</b>

**Total**

**+ 71**

**NEW Indoor 3 v 3 soccer**

- Games continued throughout the month of February. Parents received information to register for our upcoming spring league on February 20<sup>th</sup>.

**Spring Soccer Leagues**

- Registration continued throughout the month of February. Participation is consistent with that of the fall, which is unusual (but welcome!) for spring.
- Coaches meeting will take place in March.

	KG CoEd	1/2 Girls	1/2 Boys	3/4 Girls	3/4 Boys	5/6 Girls	5/6 Boys	7/8 CoEd	Total
<b>Fall 2017</b>	<b>29</b>	<b>20</b>	<b>41</b>	<b>31</b>	<b>46</b>	<b>13</b>	<b>32</b>	<b>12</b>	<b>224</b>
<b>Spring 2018</b>	<b>30</b>	<b>61</b> (coed)	<b>-</b>	<b>31</b>	<b>42</b>	<b>14</b>	<b>30</b>	<b>17</b>	<b>225</b>

**Total**

**+1**

**In-House Youth Baseball**

- Baseball/Softball registration continued throughout February. Numbers are up as indicated in the chart below.

	Shet.	Pinto	Mustang	Bronco	Pony	Total
<b>2017</b>	<b>40</b>	<b>37</b>	<b>39</b>	<b>9</b>	<b>13</b>	<b>166</b>
<b>2018</b>	<b>54</b>	<b>45</b>	<b>57</b>	<b>34</b>	<b>12</b>	<b>202</b>

- Mustang, Bronco, and Pony continued their indoor sessions at the athletic performance area at T.C. Pony teams also met once a week at the Schaumburg facility tunnels.

- A partnership has been established for another year of inter-village play with the Palatine and Rolling Meadows Park Districts. Meetings have recently begun to start to form league divisions and schedules.
- Rules and coaches meetings are set to take place in March.

**Adult Softball**

- Our spring training league is filling up fast with 6 teams registered, as compared to last season, which ran with 4 teams. Games are set to begin on April 2<sup>nd</sup>.

**Adult Basketball**

- Our winter league continued games throughout the month of February. We have a max of 9 teams registered on Monday nights.
- For the first time in four years our Women's only league will run. It is set to begin on Friday, March 16<sup>th</sup> at the Triphahn Center. So far we have 7 total teams registered.



*Early Childhood*

Three-school 17-18	15 TC	15 TC (full)	0
	12 WRC	12 WRC (full)	0
2's Playschool 17-18	27 TC	30 TC (full)	+3
	17 WRC	24 WRC	+7
Preschool 17-18	122 TC	128 TC	+6
	68 WRC	74 WRC	+6
Early Learning Center	39	38	-1
<b>Preschool/ELC Totals:</b>	<b>300</b>	<b>321</b>	<b>+21</b>
District 54	361	356	-5
District 15	62	52	-10
WRC KSTAR	17	14	-3
District 54 Full Day	33 (1)	164 (3)	+131
District 15 Full Day	40 (2)	40 (2)	0
<b>Totals</b>	<b>513</b>	<b>626</b>	<b>+113</b>

- Preschool Registration for 2018 – 2019 has 7 out of the 11 classes full with waitlists as of 3/5/17.



<b>Year to Date Membership Var.</b>	<b>2/2017</b>	<b>2/2018</b>	<b>+/-</b>
Total Members	653	382	(271)*
<b>Month to Month Comparison</b>	<b>12/2017</b>	<b>1/2017</b>	<b>2/2018</b>
	335	363	382

*\*While membership numbers are down in comparison to this time last year, we continue to have renewals and brand new members. We are up 19 members from January (last month). We also expect once the "snow birds" return as the weather gets better we will see even more of an increase. Staff is currently seeing more active members which is the goal, as compared to just having members who were paying the fee and not participating or only using it for trip pre-registration.*

#### **BOH AWARD**

- The February BOH Award recipient was one of our very own 50+ members, Royce Schwartz. She accepted this award at the 2/27 Board Meeting. Royce has added another dimension to our 50+ programs by leading the 50+ Crafting Group every other Monday. Her talent and passion has allowed others to begin enjoying the wonderful world of crafting. She also leads our weekly Bunco group on Wednesdays. Congrats, Royce!

#### **Classes offered in February**

- (3)Basic Exercise, (2)Gentle Yoga, (1)Tai Chi

#### **Athletic opportunities offered in February**

- Balloon Volleyball (Weekly)
- Billiards (Daily) (approx. 120 this month)
- Pickleball (approx. 216 this month)
- Ping Pong (now offered daily) (20-25 this month)
- Volleyball (approx. 84 this month)
- Walking Path/Track
- Baggo (15 this month)

#### **Drop In Activities in February**

- Wii Bowling (approx. 64 this month)
- Mah Johng- (approx. 16 this month)
- Cards (approx. 32 this month)
- Games (approx. 25 this month)
- Puzzles- varies
- Meet and Mingle- varies
- Yahtzee- 0
- Bunco (approx. 14 this month)
- Mexican Train (approx. 40 this month)

**All -drop in activities (except for Wii) have been growing in numbers weekly.**

### **Trips in February**

- A trip to Hoffbrahaus/Outlet Shopping went out on 2/28. We had 16 in attendance.

### **50+ Clubs which met in February**

- Pinterest Crafting Club met in February to create various centerpieces, which turned out very nicely. This social and talented group is continuing to grow. They obtained new members in the month of February and continue to meet every 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month. We currently have 15-20 active members in this group.
- Walking Wonders Club- This group meets every Tuesday morning from 10-11am where they walk the indoor track and socialize. We've continued to see the same returning 10, plus a few new faces each week. Many of these walkers are new to walking but they enjoy the socialization and exercise.
- Book Club met on 2/26 for book discussion. 15 were in attendance.

### **Evening/Special Programs in February**

- Pub Quiz Night (3<sup>rd</sup> Thursdays/5:30 pm) – approximately 23 participants (TC- Senior Center). Prizes were sponsored by Morizzo Funeral Home and questions courtesy of Dr. Tom Hoover.
- Lake Barrington Woods Lunch/Tour was held on 2/16. Attendance was low but those who attended enjoyed the afternoon.
- Donut & Danishes with Deb took place on 2/8. Both Deb and members enjoyed meeting one another and welcoming her to the 50+ group.
- Afternoon Movie took place on 2/9. The movie was All Saints.
- 50+ Art Class, sponsored by Visiting Angels, took place on 2/19. We had 15 in attendance and everyone had a fantastic time.

### **50+ Lunch Bunch in January**

- This newly created social group meets once a month and they dine at a local restaurant in Hoffman Estates or Schaumburg. This gives members an opportunity to get out of the 50+ Center and their homes to dine with others. In January the group dined at Culvers for the Bi-Weekly birthday lunches. We had 20 in attendance and everyone had a nice time.

### **New Opportunities/Highlights for February**

- Bunco/Mexican Train (which has been offered the last few months and never gone) actively met in December and January, now again in February. Those who have been getting more involved in the 50+ Center - who play Mexican Train, attend Walking Club, Crafting Club and a few other things – have shown interest in Bunco. This group is meeting Wednesday afternoons.



## Ice Operations

### I.C.E Academy

- A spring ice exhibition will take place on Sunday, May 16 from 3-5pm. Skaters will perform solo and duets. NWSRA and the Chicago Jazz will also be participating in the event.
- Staff attended the last Basic Skills meeting of the season on March 1.
- Staff is working on a new summer program concept.

### Wolf Pack

- Spring hockey registration is underway with evaluations being conducted March 17&18. The season will begin April 1.
- Fall/Winter season has concluded with a number of teams having success in the NWHL playoffs. Squirt Red and Pee Wee Red all took championships at their respective levels
- A Wolf Pack end of the year party is planned for March 24 at Poplar Creek Bowl.

### Ice Rink Information

#### Upcoming Events

- Egg Slide March 25
- Sweden Friendship Cup April 8 – 16
- Disabled Festival April 12 - (TBD) New Event
- Chi Town Schuffle April 20-22
- Girls Iron Hockey Invite May 19-20



## Prairie Stone<sub>tm</sub> Sports & Wellness Center

February Membership Totals	2017	2018	Var.
+/- Totals	3088	3116	+28*

- \*Despite Orange Theory the new club near Claim Jumpers selling presale memberships prior to their opening. PSS&WC continues to show a positive variance from 2017 to 2018 YTD. Staff has also been made aware of Xsport Express expanding its current location in the South Barrington Arboretum, making their location twice the size of the current space. PSS&WC continues to show strong numbers in retention as well.

### SOCIAL MEDIA PROMOTIONS/POSTS:

On Facebook, Yelp, Google, Retention Management/Constant Contact, etc.

Google reviews: 4&5 star ratings in month of February

The screenshot shows the Google My Business review page for Prairie Stone Sports & Wellness Center. The header includes the business name, address (5050 Sedge Blvd, Hoffman Estates, IL), and a 4.5-star rating based on 93 reviews. An 'Edit your review' button is visible in the top right. The reviews are sorted by 'Most recent'. Four reviews are shown, each with a user profile picture, name, Local Guide status, star rating, date, and text. The first review is from Marian Miller Stewart (Local Guide, 5 reviews, 1 photo), who gave a 5-star rating 2 weeks ago and mentioned attending physical therapy at Athletico. The second is from Maria Taczynski (5 stars, 2 weeks ago) with a 'Reply' button. The third is from Junaid Khan (15 reviews, 5 stars, 2 weeks ago) who praised the swim instructors. The fourth is from dong jiang (Local Guide, 19 reviews, 495 photos, 5 stars, 3 weeks ago), who included two photos of a group of people in a gymnasium.

**Prairie Stone Sports & Wellness Center**  
5050 Sedge Blvd, Hoffman Estates, IL

4.5 ★★★★★ 93 reviews

Sort by: Most recent ▾

**Marian Miller Stewart**  
Local Guide · 5 reviews · 1 photo  
★★★★★ 2 weeks ago  
I attend physical therapy at Athletico here. Crazy to say but I actually enjoy going. It's a very modern and beautiful recreation center.  
Reply Like

**Maria Taczynski**  
★★★★★ 2 weeks ago  
Reply

**Junaid Khan**  
15 reviews  
★★★★★ 2 weeks ago  
Lots of programs for kids. Excellent swim instructors  
Reply Like

**dong jiang**  
Local Guide · 19 reviews · 495 photos  
★★★★★ 3 weeks ago

Example (below): Retention Management Eblast sent to all recent leads/prospective clients to promote the February enrollment opportunity.

Campaigns   Contacts   Reporting   Sign-up Forms   Library   Integrations

My Campaigns > February 2018 leads Copy Edit More Actions Resend Options

STATUS **SENT**

Email Stats Printable Report

<b>65</b> Opened (31.9%) 50% 50%	<b>253</b> Sent	<b>1</b> Clicks (1.5%)	<b>0</b> Forwards <b>49</b> Bounces <b>0</b> Spam Reports <b>1</b> Unsubscribes <b>139</b> Did Not Open
----------------------------------------------	--------------------	------------------------------	---------------------------------------------------------------------------------------------------------------------

**Email Settings**

Subject: Enroll as a member TODAY!

Preheader Text:

From Name: Prairie Stone Sports and Wellness Center

From Email Address: skordich@heparks.org

Reply-to Email Address: skordich@heparks.org

Send To Lists: February 2018 leads PSS&WC team

SOCIAL SHARING

Facebook post featuring member achievement resulting from tennis program enrollment:





**Prairie Stone Sports & Wellness Center** is with Brenda Kantha and Richie Kanthaphixay.

Published by Haley O'Brien [?] · February 21 at 9:38am · 🌐

Big shout out to Alaina Kanthaphixay! She has received a Tennis Scholarship to North Central College. We have had the honor of Alaina practicing right here at Prairie Stone Sports and Wellness Center. We are proud of you Alaina!



✔ **Get More Likes, Comments and Shares**  
When you boost this post, you'll show it to more people.

👤 552 people reached

Boost Post

👤 Emilio Cerda, Katie Miller and 18 others

2 Comments · 1 Share

👍 Like

💬 Comment

➦ Share



**Performance for Your Post**

552 People Reached

50 Reactions, Comments & Shares

46 Like | 20 On Post | 26 On Shares

1 Love | 0 On Post | 1 On Shares

2 Comments | 2 On Post | 0 On Shares

1 Shares | 1 On Post | 0 On Shares

79 Post Clicks

21 Photo Views | 0 Link Clicks | 58 Other Clicks

**NEGATIVE FEEDBACK**

0 Hide Post | 0 Hide All Posts

0 Report as Spam | 0 Unlike Page

Reported stats may be delayed from what appears on posts.

Example: Facebook post promoting special February enrollment 'flash sale':

**Post Details**

**Prairie Stone Sports & Wellness Center**  
Published by Hootsuite [?] · February 4 · 🌐

Flash Sale Alert!! Free dues the first four days of February AND 75% off the enrollment fee for this month!

**75% ENROLLMENT FEE DISCOUNT AND FREE FEBRUARY DUES**  
*when you enroll by February 1st*

**PRAIRIE STONE SPORTS & WELLNESS CENTER**

\*VALID ONLY ON NEW ENROLLMENTS COMPLETED ON 2/1, 2/2, 2/3, AND 2/4. MUST MENTION GREAT TIME TO ENROLL HERE!

**CALL 847-285-5403 OR STOP IN FOR MORE INFO**

Get More Likes, Comments and Shares  
Boost this post for \$10 to reach up to 3,100 people.

770 people reached **Boost Post**

2 Shares

Like Comment Share

**Performance for Your Post**

**770** People Reached

**7** Likes, Comments & Shares

4 Likes	0 On Post	4 On Shares
1 Comments	0 On Post	1 On Shares
2 Shares	2 On Post	0 On Shares

**10** Post Clicks

4 Photo Views	0 Link Clicks	6 Other Clicks
---------------	---------------	----------------

**NEGATIVE FEEDBACK**

2 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

- Click on the links below to see the social media video engagements during the month of February:  
<https://www.facebook.com/PSSWC/videos/10155977937189003/>  
(Video promotion of weekly 'Tuesday Tips with Trainers' series filmed at PSS&WC and featuring the expertise of Personal Trainers at PSS&WC.)

### Member Services

- The Member Services team finished the month of February having exceeded the monthly new member goal while also exceeding the new member total accomplished in FY17. The team worked to continue with new membership promotional and recruitment efforts in February that included a 75% enrollment fee discount as well as a \$0 enrollment option (with purchase of new member 3

pack of Personal Training). The team launched the first digital 'flash sale' of the year to start the month of February, which offered the option to receive February dues free while also taking advantage of the 75% enrollment fee discount (resulting in 30 new members on the first 4 days of the month).

- The PSS&WC enrollment special was advertised comprehensively through each of the following means throughout the month of February:
  - District's electronic marquee signs throughout the community
  - VHE electronic marquee signs located at the corner of Shoe Factory Road and Beverly
  - The ENROLLMENT FEE banner on the north side building exterior
  - Select Facebook posts throughout the month
  - Guest and tour follow up targeted email via Retention Management
  - 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.
  - HEPD and PSS&WC websites (scrolling banner updates)
  - Chamber of Commerce monthly newsletter
  - App audio banner (digital audio app for members – via the in-house fitness equipment audio system).
- The Member Services team visited Cabela's upon request by the management team to promote a limited time enrollment special offer to employees in support of a new corporate wellness program launched by the company. Follow up visits and contact will be made throughout Q1 with Cabela's in an effort to inspire additional enrollment interest among employees.
- The Member Services team continued to effectively manage the suspension list (30, 60, 90 day 'kick outs') throughout the month of February, resulting in just 14 90-day cancellations for the month.
- The Member Services team coordinated a month full of special events in February for members to inspire continued usage interest (see February wellness calendar image below). Events included the promotion of special fitness activities along with recognition of special member 'fun' days that promote retention. The Member Services team also continued with a new annual series of online motivational videos that are loaded weekly on Tuesdays on social media (Facebook and Instagram) to help motivate members to pursue fitness goals. Entitled 'Tuesday Tips with Trainers', these inspiring and educational videos are designed to motivate members to try new workout options within the facility during workouts and are effectively expanding the digital 'reach' of the facility.
- Efforts are continuing for the set up and design of the new club app designed by NetPulse that would increase the digital reach of the facility and strengthen the marketing and retention strategies by the Member Services team. The new club app would provide a user friendly platform of club related options that include fitness challenges, guest recruitment, push notifications, club check in capabilities, and a member news feed. The app would also have an integrated link to the App Audio app that is currently on order, which will provide audio links to the facility TV's. The development of the club app is complete and will be

made available to the C&M team and select team members at PSS&WC in early March to for testing and training purposes prior to being released for member use.

**February 2018 wellness calendar:**

**PRAIRIE STONE SPORTS & WELLNESS CENTER**

# WELLNESS CALENDAR FEBRUARY 2018

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<b>SUPER BOWL LII FOOTBALL SQUARES</b> EARN A PRIZE FOR WORKING OUT Workout through February 2nd to enter. For more details see the Member Services window!						
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

**For more information: See Member Services!**

**Operations and Fitness Departments:**

- PSS&WC next Nutrition Workshop, Metabolism Boosting, on 6/7 at 7pm, taught by Zac Marshall. The seminar will be added to the monthly wellness calendar and marketed through the guide, the AppAudio App and the new PSSWC Club App.
- Group fitness class numbers continue to remain strong. We hired 2 new group fitness instructors, Christine Jaworski and Amy Hartke, to lead the 2 additional classes we added to the schedule. Christine will be teaching Spin on Mondays at 9am and Amy the Cross train Challenge class on Tuesday at 12pm.
- PSS&WC assumed full coordination of indoor Pickleball during the month of January, which was previously coordinated by the district's contractual tennis provider. Efforts were taken to ensure a smooth and seamless transition for participants throughout the month of February.
- Gymnasium rentals and tournaments were plentiful during the month of February with staff taking care through careful and strategic scheduling to ensure that member usage privileges were not impeded.

**Aquatics and Programming Departments:**

- Swim lesson 2 started with the lap pool closed for the first week for maintenance and cleaning. Second session posted a total of 143 participants which was down from last session by 24 participants.
- Planning and organizing the Pot of Gold climb that takes place this Saturday, March 17.
- Climbing Wall Safety Inspection has been completed and the wall passed all inspection points.
- Kids First Sports programs are going strong. Both basketball and soccer are running second session with 30 participants.
- On March 10 & 11 we held the first of 2 lifeguard recertification classes in which 24 lifeguard were recertified in Starguard Elite lifeguard course.



*Triphahn Center*

**Triphahn Center Fitness and Operations:**

<b>Membership</b>	<b>02/2017</b>	<b>02/2018</b>	<b>Var.</b>
<b>+/ Total</b>	<b>905</b>	<b>906</b>	<b>+1*</b>

- \*The fitness center saw another nice reduction in the negative variance from a month to month standpoint, in October the TC fitness center was at a (44), in November a (28), December (9) and January (4) and now in February +1. As expected the reduction continues to decrease as members who initially left to try other new clubs are now returning as they see value in the membership at TC. Very exciting news!

**Willow Recreation Center Fitness and Operations:**

<b>Membership</b>	<b>02/2017</b>	<b>02/2018</b>	<b>Var.</b>
<b>+/ Total</b>	<b>322</b>	<b>290</b>	<b>(32)</b>



*Dog Off-Leash Areas*

- Breakdown for Bo's Run / Combo passes HE 152, Palatine 45, Barrington 26, Schaumburg 32, Streamwood 20
- Breakdown for Freedom Run/ Combo passes Elgin – 162, HE – 112, Streamwood 76. Schaumburg – 17.

<b>Dog Park Passes</b>	<b>2/2017</b>	<b>2/2018</b>	<b>Var.</b>
<b>+/-</b>			
Bo's Run	310	297	(13)
Freedom Run	315	335	+20
Combo	81	81	0
<b>Total</b>	<b>706</b>	<b>713</b>	<b>+7</b>



## *Communications and Marketing*

### **PROGRAM PROMOTIONS**

Staff worked with program managers to promote Spring Guide and Registration, youth sports programs, 50+ events, trips and programs; Daddy Daughter and Mother Son events, Hoffman Walks, ELC, BPC events, Parent's Night Out, Amazon Smile, Giving Tree, Hockey and Figure Skating, golf, Girls Night Out.

Community Calendar Submissions to: Daily Herald, Chicago Tribune, Facebook.

### **CHAMBER EBLAST**

Spring Registration  
Fish Fry  
Hoffman Walks

### **RETENTION MANAGEMENT EBLASTS TC & WRC FITNESS CENTERS**

Spring Registration  
Personal Training  
Pound Fitness Class  
Group Fitness  
Racquetball/Wally ball

### **OTHER**

Hoffman Walks -We had 20 people at our Hoffman Walks at PSSWC in February, where Zac Marshall gave a short discussion about the Dangers of Sitting. In January we started a meetup group for Hoffman Walks on the website meetup.com. We believe it is helping diversify the group, as in February we had some younger walkers and two dads who brought their kids out to walk.

### **VIDEO**

This month, we featured the video "Why Work at HE Parks" and "March Hoffman Happenings" on heparks.org.

### **PRESS RELEASES/PUBLIC RELATIONS**

Articles that were printed or appeared online on the newspaper websites will be attachments at end of the Board Report.

Articles and photos submitted and (then ones that were published this month are at end of Board Report):

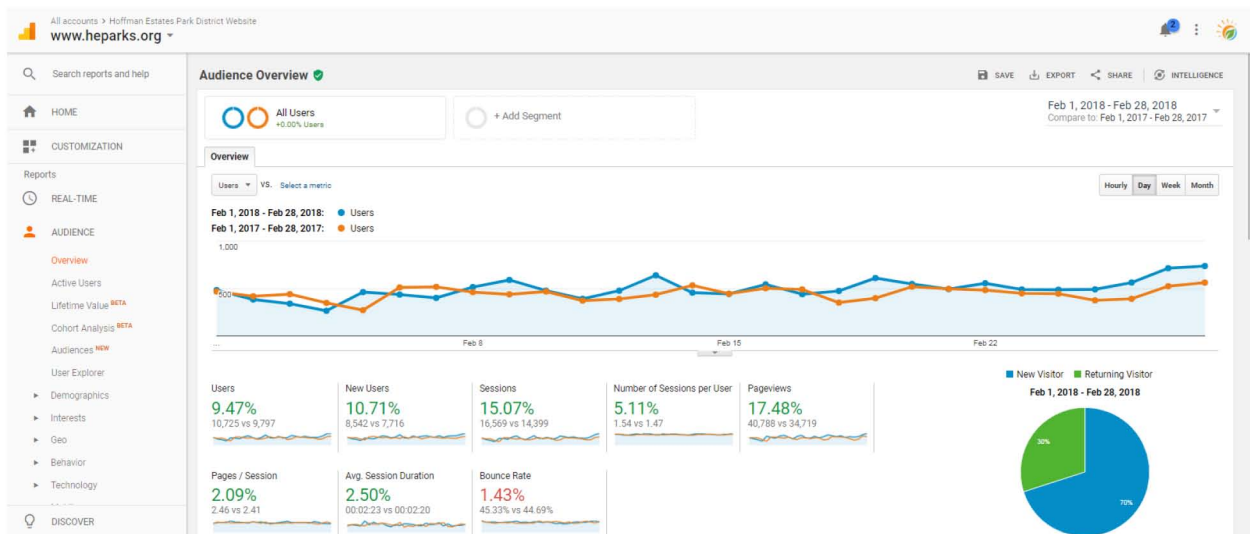
- Hoffman Estates Park District Earns Certification
- Spring Events
- HE Parks Now Hiring for Summer
- Spring Sessions and Summer Camps Now Registering

## MARKETING DASHBOARD



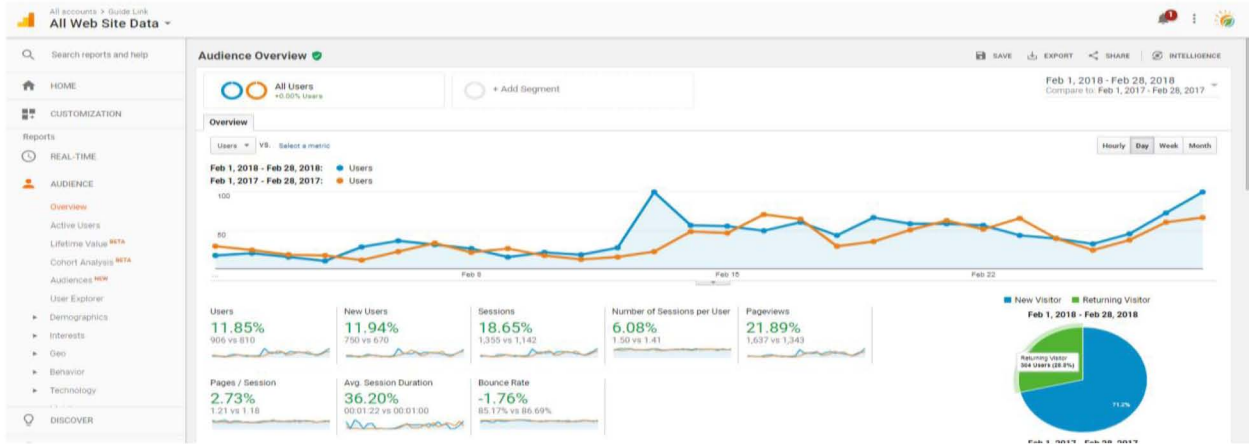
### Website HEParks.org – Source: Google Analytics

Hits to the website home page are stable, and people are spending more time on the site, browsing more pages.



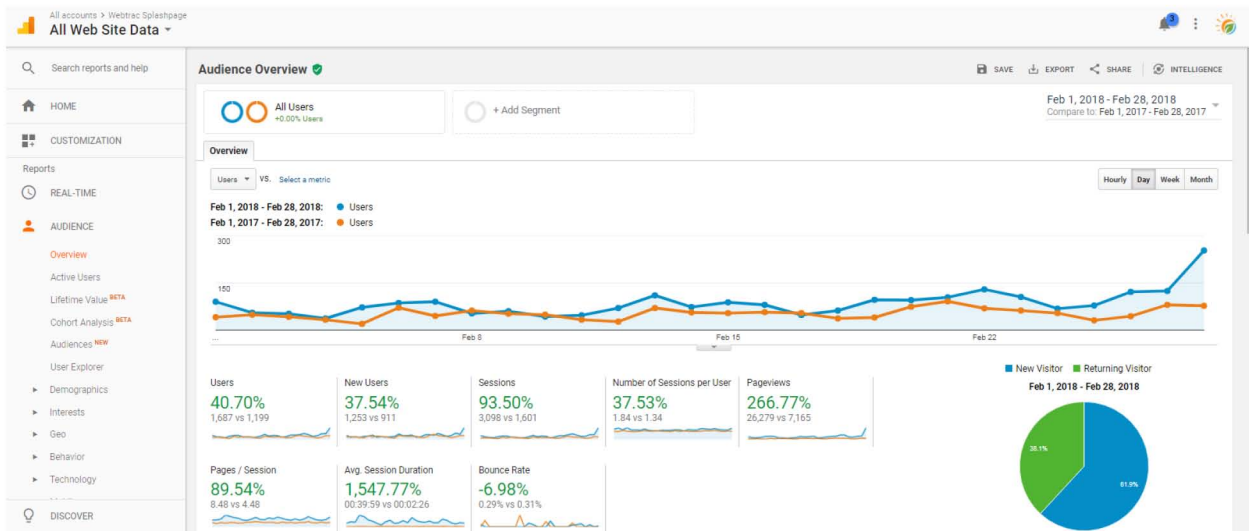
### Program Guide Online – Source: Google Analytics

Hits to the program guide were up. On February 13 there was a big jump in visits to the Program Guide page because we posted a “sneak peek” on Facebook, before the printed Guide arrived in homes.



### WebTrac/Online Registration Page Hits – Source: Google Analytics

In November 2017, with the RecTrac upgrade, WebTrac became “responsive”, eliminating the need for mobile WebTrac. The significant increases below are attributed to the combination of mobile WebTrac and the main WebTrac page.



### Facebook Reach

Source: Hootsuite

The chart below shows aggregates result of all HE Parks' Facebook pages, including Prairie Stone and Bridges of Poplar Creek. Total likes on all pages: 7,508 (last month 7,391)





**Top 5 Most Successful Posts last month for the main Hoffman Estates Park District page:**

Source: Facebook Insights

Post Message	Type	Posted	Lifetime: Post total reach (Total Count)
Thank you to all the dads and daughters who came out for the Daddy Daughter Dance! It shall be a night to remember for all :)	Photo	2/12/18 8:00 AM	3387
Save the date for Breakfast with the Bunny on Saturday, March 17! Enjoy a delicious breakfast buffet! Each child will receive a special gift from the Easter Bunny and can participate in fun activities after breakfast including temporary tattoos, craft, a petting zoo full of baby animals, pictures with the Easter Bunny and a Helicopter Egg Drop (weather permitting). Reservations are required for the entire event, call 847-781-3655 <a href="http://ow.ly/3o8730ihYU5">http://ow.ly/3o8730ihYU5</a>	Photo	2/25/18 7:01 AM	2904
Save the date for Try Hockey for Free on March 4 from 11am-Noon! <a href="http://ow.ly/3DKj30if92M">http://ow.ly/3DKj30if92M</a>	Photo	2/18/18 6:01 AM	2637
Friends of HE Parks Giving Tree Leaf Unveiling Today, Donald Ortale, the Executive Director of the National Association of Park Foundations, arrived alongside his wife and family with a very special surprise for his grandson. Four month year old Charlie Gaconis now has a leaf in his name on the Friends of HE Parks Giving Tree!	Video	2/16/18 3:14 PM	2319
	Photo	2/16/18 3:17 PM	2234

**Top 10 Highest Posts since October 2015**

Post Message	Type	Posted	Lifetime: The number of impressions. (Total Count)
Doggie Costume Contest * UPDATE: Winners will be announced tomorrow afternoon, 11/08. *PLEASE READ* We ask that people vote for their favorite photo by using the "thumbs up" emoji and vote for the most creative costume using the "wow face" emoji. We are making this announcement on the post so that people can change their vote if they accidentally used the "heart" or "love" emoji instead	Photo	11/1/17 10:02 AM	18,767

of the "thumbs up" or "wow face" emoji. Votes that use emojis other than "thumbs up" or "wow face" will not be counted towards the total. Thank you! It's voting time! Thank you to all who submitted a picture of your furry friend in their Halloween Costume! Here is how you vote: Vote for your favorite photo with a "thumbs up" emoji and vote for the most creative costume with a "wow face" emoji on the individual photo of your choice in this Facebook album from Wednesday, November 1-Tuesday, November 7. Your pooch could either win Overall Best "Liked" or Most Creative Costume! Winners will be announced via Facebook on November 8, 2017. Good luck! Be sure to check out the Bo's Run & Freedom Run Off Leash Parks page to hear more about our dog parks!

Help wanted! STAR Before & After School counselors are needed. \$9.25/hr. Mon-Fri on school days. Read more: <a href="http://ow.ly/8rF630eV0ju">http://ow.ly/8rF630eV0ju</a>	Photo	9/5/17 5:05 AM	10,648
These are from the dancers at Willow from the Dance Recital!	Photo	5/14/17 10:00 AM	9149
Tomorrow, dine with us at Portillo's! From 5-8 PM, bring the family to Portillo's and 20% of the proceeds will benefit HE Parks Preschool!	Photo	9/4/17 1:01 PM	6877
Congratulations to Coach of the Month Marc Friedman! Over the past 29 years, he has coached boys' & men's baseball and more. Thanks Coach!		7/31/17 11:05 AM	6791
<a href="http://ow.ly/ZfJV30e3907">http://ow.ly/ZfJV30e3907</a>	Photo		6715
Qualified Kindergarten Enrichment Teachers and Counselors Needed. Please see our careers page for more info: <a href="https://goo.gl/X71UZs">https://goo.gl/X71UZs</a>	Photo	8/15/16 10:29 AM	6715
Sneak peek of Heart of Hoffman Cable TV access show! We are here with Mayor McLeod, Board President Robert Kaplan, and Executive Director Dean Bostrom. Tune in for the July episode which will be featuring the Hoffman Estates Park District! This week through Friday Aug 19 Seascape has short hours, 4-7:30 PM	Photo	6/20/17 3:33 PM	6581
<a href="http://ow.ly/TY6I3037o3z">http://ow.ly/TY6I3037o3z</a>	Photo	8/15/16 7:55 AM	6710
Sneak peek of Heart of Hoffman Cable TV access show! We are here with Mayor McLeod, Board President Robert Kaplan, and Executive Director Dean Bostrom. Tune in for the July episode which will be featuring the Hoffman Estates Park District!	Photo	6/20/17 3:33 PM	6602
#Pokémon Trainers comes to Black Bear Pk for our Gathering Sat Aug 27 10-11:30 catch 'em all! <a href="http://ow.ly/cCns3037nfO">http://ow.ly/cCns3037nfO</a>	Photo	8/13/16 12:55 PM	6168



### HE Parks' Twitter account

Source: Twitter – heparks only

	Feb17	Mar17	Apr17	May17	June17	July17	Aug17	Sep17	Oct 17	Nov 17	Dec17	Jan18	Feb18
Followers	751	761	763	769	770	787	805	813	820	821	831	855	856
Impressions	4,740	4,260	3,965	3,496	3,713	1,736	2,947	4,745	6,705	5,607	6,334	4,967	7,554
# of tweets	26	27	21	4	11	1	14	16	34	46	49	22	29

**Analytics** Home Tweets Audiences Events More

HEP&NS Sign up for Twitter Ads

**Feb 2018** - 28 days

**TWEET HIGHLIGHTS**

**Top Tweet** earned 759 impressions  
 Our staff tells why the Hoffman Estates Park District is a great place to work. Join us at the Job Fair on Sat. March 3! [ow.ly/g9h30iD1Mu](https://ow.ly/g9h30iD1Mu)

**Top mention** earned 24 engagements  
**Dave Coulter** @Dav\_Coulter - Feb 27  
 What a nice sight to see @HEParks crews out doing controlled burns today! [pic.twitter.com/iqyxBk3ff](https://pic.twitter.com/iqyxBk3ff)

**Top Follower** followed by 55.1K people  
**DNA PRO-FIT** @DNAPROFIT  
 Taking people to the next level!! We offer supplements, fitness tips, and diet programs. Follow us in Instagram @dnaprofit

**Top media Tweet** earned 302 impressions  
 Today, Donald Ortale, the Executive Director of the National Association of Park Foundations, arrived alongside his wife and family with a very special surprise for his grandson. 4 month year old Charlie Gaconis now has a leaf in his name on the Friends of HE Parks Giving Tree! [pic.twitter.com/XtavF7tTS2](https://pic.twitter.com/XtavF7tTS2)

**FEB 2018 SUMMARY**  
 Tweets: 29  
 Profile visits: 194  
 New followers: 0  
 Tweet impressions: 7,554  
 Mentions: 1



**Instagram Reports**  
 Source: Instagram  
 @heparks

	Feb17	Mar17	Apr17	May17	June17	July17	Aug17	Sept17	Oct17	Nov17	Dec17	Jan18	Feb18
Followers	111	112	110	109	110	112	115	118	117	121	159	191	192
# of posts	0	0	2	3	3	3	5	9	23	15	8	3	12

**heparks** 14k Profile

222 posts 123 followers 382 following

HE Parks (The award-winning Hoffman Estates Park District) proudly offers live-class parks, facilities, programs, and services to over 100,000 diverse residents. [www.heparks.org](http://www.heparks.org)

**POSTS** SAVED



## Email Blast Results, Constant Contact

	Sent/Open	Mobile	Bounces	Clicks	Unsubscribes
2017 Fitness, Sports & Rec Benchmark	---/15.72%	67+%	10%	5.6%	.01%
Hoffman Happenings	20K/17.2%	63%	2.9%	10.6%	0.2%
50+ Newsletter February	971/35%	56%	2.2 %	0%	0%

Opens = Emails our contacts received and viewed.

Mobile = Percent of emails opened on a mobile device.

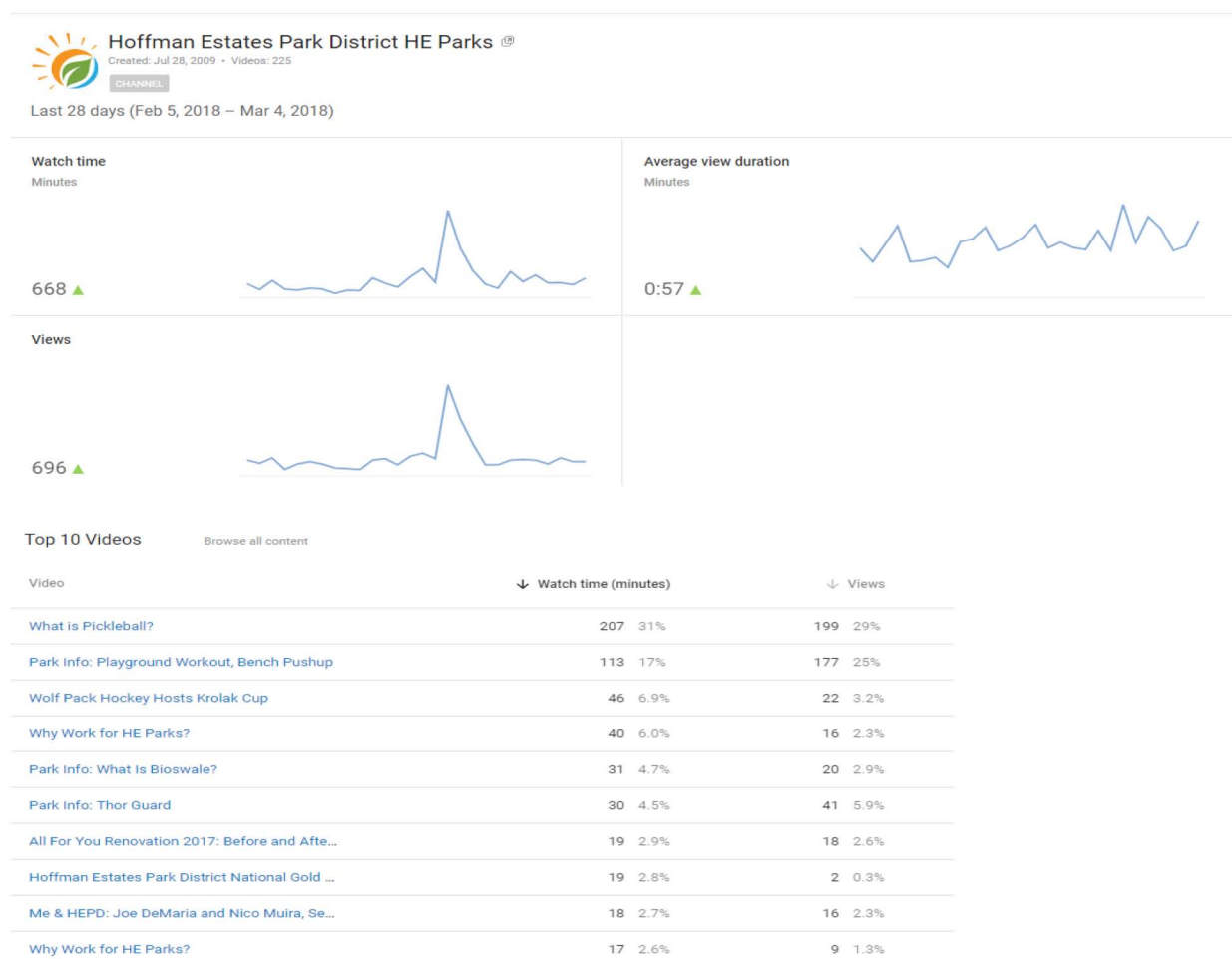
Bounces = Emails sent, but not received by our contacts, indicates the quality of the data.

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. Below a spike in watch time and viewers occurs on February 21, the day we posted the February Hoffman Happenings video.



## Spring classes, summer camp registration begins Feb. 28 at HE Parks

*Submitted by Hoffman Estates Park District*

Registration for Hoffman Estates Park District, HE Parks, summer camps and spring programs opens at 8 a.m. on Wednesday, Feb. 28. New for adults this spring is an array of enrichment classes instructed by Harper College professors at the park district's Willow Recreation Center. Adults can take art classes, or learn to play the ukulele or banjo.

There is something for every kid at HE Parks' Summer Camp.

Kids will find a variety of summer camps designed to give provide an active, fun summer and provide many opportunities to make new friends and create memories that will last a lifetime. From preschoolers to teens, there are camps for kids who like sports, nature, science, creative arts and theater. Specialty camps give kids a chance to focus on a particular skill such as hockey, tennis or figure skating. Campers go on fun field trips and spend time at swimming at the park district's water park, Seascapes Family Aquatic Center.

For kids who want to experience many new things, there is Discover Camp and Explorers camp. There are even camps that teach kids a healthy lifestyle, as part of the park district's health initiative to reduce childhood obesity.

"Parents love the flexibility of our camps," said Mike Kies, director of Facilities and Recreation for HE Parks.



HOFFMAN ESTATES  
PARK DISTRICT

**Registration for Hoffman Estates Park District summer camps and spring programs opens at 8 a.m. on Wednesday, Feb. 28.**

"The schedules are designed to work with parents' busy schedules."

There are half day and full day camps available. Early Start and Late Stay camp is an option for busy parents who need to extend the day for their child. Parents can register their children all at once at the beginning of the summer, or they can register week-to-week.

Camps are open to all residents and nonresidents, too. Hoffman Estates residents get discounts on camp fees.

To browse the selection of camps and to register, visit [heparks.org](http://heparks.org) or stop by the Triphahn Community Center at 1685 W. Higgins Road or Willow Recreation Center at 3600 Lexington Road in Hoffman Estates.

**Girls Night Out:** 7-9 p.m. Thursday, Feb. 8, First Place Sports Bar & Grill, 1736 W. Algonquin Road, Hoffman Estates. Ladies are invited to a fun night to benefit the Friends of HE Parks, the foundation that raises money for kids in Hoffman Estates that are at risk and financially unable to participate in programs, youth sports, swimming lessons, camp, etc. \$35 per person includes two hours of open bar and dinner buffet. For information, visit [www.heparks.org/event/girls-night-out-3](http://www.heparks.org/event/girls-night-out-3).

**Bingo:** 4:30 p.m. Thursday, Feb. 8, First Place Sports Bar & Grill, 1736 W. Algonquin Road, Hoffman Estates. Contact Karol Knance, director, at [knance@heparks.org](mailto:knance@heparks.org).

**Girls Night Out**

• 7-9 p.m. Thursday, Feb. 8, First Place Sports Bar & Grill, 1736 W. Algonquin Road, Hoffman Estates. Ladies are invited to a fun night to benefit the Friends of HE Parks, the foundation that raises money for kids in Hoffman Estates who are at risk and financially unable to participate in programs, youth sports, swimming lessons, camp, etc. \$35 per person includes two hours open bar, dinner buffet. For information, [www.heparks.org/event/girls-night-out-3](http://www.heparks.org/event/girls-night-out-3).

## Bridges of Poplar Creek Board Report

### General Programs



Fish Fry started February 16<sup>th</sup>. Two weeks in and we have grown in covers each week. We have serviced 190 guests this season.



Easter Brunch reservations are now available. We currently have several reservations for a total of 201 guests.



Breakfast with Easter Bunny currently has 188 guests signed up for this 1<sup>st</sup> Annual Event on March 17<sup>th</sup>.

### Golf Rounds

#### ROUND TOTALS

2014	2015	2016	2017	2018	5 Year Average
0	0	300	880	278	291

#### YTD ROUND TOTALS

2014	2015	2016	2017	2018	5 Year Average
0	0	300	880	278	291

## Range Information

RANGE BASKET SALES TOTALS					
2014	2015	2016	2017	2018	5 Year Average
0	5	124	564	104	159

YTD RANGE BASKET SALES TOTALS					
2014	2015	2016	2017	2018	5 Year Average
0	5	129	566	104	160

## Communications & Marketing

### Marketing/Advertising



7 Email blasts went out promoting Course Opening, Pro Shop sales, Jr Golf League, Fish Fry and banquets.

## Food & Beverage

### Food & Beverage

For the month of February we had a total of 10 events (14 Events in 2017)

The breakdown is as follows:

4 breakfast meetings servicing 100 guests

1 birthday party servicing 53 guests

3 showers servicing 143 guests

1 room rental servicing 250 guests

1 Daddy Daughter Dance servicing 225 guests

We currently have 12 events booked for March (15 Events in 2017)

5 Breakfast meetings servicing 120 guests

1 birthday party servicing 60 guests

2 showers servicing 98 guests

1 Mother Son Dance servicing 100 guests

1 All Day meeting servicing 80 guests

1 Dinner servicing 100 guests

1 breakfast with the bunny servicing 200 guests

Wedding Count Update:

2019 = 1 ceremony and reception

2018 = 13 ceremony and reception and 3 reception only

2017 = 14 ceremony and reception, 5 reception only, 5 ceremony only

2016 = 21 ceremony and reception, 4 reception only, 1 ceremony only.

2015 = 18 ceremony and reception, 5 reception only, 4 ceremony only

## **Golf Maintenance Summary**

### **Maintenance**

In February we saw daily highs and lows averaging 37 and 19 degrees, this is in line with averages. This did include a few days with temps close to 60 which resulted in a few great early season golf days. Precipitation was almost double our normal average in February, we saw 4.64". We also saw snow cover during the middle of the month, getting a total of about 20" of snow.

The maintenance team has been busy working in the shop preparing for the fast approaching season. We have been working on refurbishing and purchasing course accessories. February has also been a busy month in the mechanics shop too. As February comes to a close 95% of our fleet has been serviced and is ready to start the 2018 season.



With all the snow melted the course is looking really good, currently I am not seeing anything that is too concerning. Leading into winter a good amount of sand was applied to greens, a portion of it is still visible. When we get firmer conditions we will drag greens to help work this sand into the canopy and late season aerification holes that are still open. With very limited staff spring cleanup has been slow, come March we will be bring some staff back which will help greatly.

During February Bill Meyer (Golf Course Superintendent) and PJ Bugay (Assistant Superintendent) were also able to attend a handful of local and national educational events. The largest of the events was the Golf Industry Show in San Antonio, TX. This education event/trade show is put on by the Golf Course Superintendents Association of America. Not only is their multiple education seminars but they have a large trade show where can look at the new products and meet with suppliers. This was of great benefit since we were able to get special pricing on some purchases after speaking with people at the trade show.

## **Administration & Finance**

District maintenance staff discovered that the water meter for the Canon Crossings irrigation system that was installed by the Village in 1998 had never been properly hooked up to bill the Park District. Staff acknowledges the water usage for all of these years. The estimate from the Village was that approximately 35 million gallons of water was used which would have resulted in over \$170K in billings that were never paid. Deputy Director Talsma negotiated with the Village to settle the issue for 60% of the Villages actual cost of water, resulting in a reduced water bill of \$62,338.33 that the District will pay.

- During the same meeting with the Village for the Canon Crossings water issue, Deputy Director Talsma asked if the Village would waive the sewer charges on the water bills for all of the District's splash pads. Previously he had negotiated having the sewer charges waived for the irrigation systems. This saves the District approximately 15% on those water bills (the outstanding Cannon bill noted above would have had over \$25K in sewer charges over those years). The Village has now agreed to waive the charges on the splash pads in addition to the irrigation systems. These savings will total over \$10,000 per year.
- Deputy Director Talsma attended the Legislative breakfast hosted by IAPD at the Schaumburg Park District. This informative session gave legislatures an opportunity to talk with park district professionals and answer their questions.
- Staff attended the Mayor's breakfast hosted at the Sear's Center. Mayor McLeod gave a "state of the Village" presentation and answered questions. Many questions surrounded future development activities that may impact the District.
- Staff attended the Schaumburg Township meeting that presented the proposed sale of a portion of Maple Part to the Township to develop a parking lot to ease the overflow parking being done on the Village streets. There were additional meetings held at the last Park District A&F and B&G Committee meetings and will be discussed again at this month's A&F meeting.
- Staff participated in the architect interviews to select a firm for the District's roofing projects. Staff is currently finalizing a proposal from the selected firm based on the interview process.

- Staff completed CAPRA standards including evidence of compliance and narratives as assigned.
- Lauterbach & Amen completed their first day of field work on Tuesday, February 27th. The week of March 19th is scheduled for additional field work and testing.
- Payroll Cycle Processing
  - 02/23/18          \$281,603.76
  - 03/09/18          \$280,201.44

**A. Administrative Registration/EFT Billing**

- EFT Billings for:
  - a. TC/WRC/PSSWC Fitness Centers
  - b. ELC (weekly)
  - c. 50+
  - d. Sponsorship/Marquee Signs
  - e. STAR
  - f. Dance Company
  - g. Preschool
- Administrative
  - a. PreSchool Lottery
  - b. Spring Guide Review
- Administrative Registration for:
  - a. Financial Assistance
  - b. Foundation Giving Tree
  - c. Foundation Girl's Night Out

**B. Human Resources**

- Processed 6 new part-time hires and 5 volunteers.
- Attended PDRMA's class "Certificates of Insurance – What You Need To Know". Learned additional information about insurance provisions and specifications on certificates.
- Attended interviews for FT Executive Chef position at BPCC – hired Eric McBride.

**C. Technology**

- AppAudio Device at TC Fitness Center
  - a. IT has been working with Facilities and AppAudio vendor to plan an upgrade of our current wireless AppAudio devices to a larger wired version of their product.
  - b. PARKS ran a dedicated network cable to the fitness center. IT worked with AppAudio to test and configure the new wired AppAudio device.
  - c. Facilities to run the audio wiring from the TVs to the new AppAudio device.
- Disaster Recovery Plan

- a. All facilities with the exception of BPC are complete with the install of their new fiber (PARKS, WRC) or coax (PSSWC) lines.
- b. In the process of planning and preparing the IT closet at PARKS for additional DR equipment.
- c. The finalization of the fiber install at BPC should be done in the next week. We have tentatively scheduled with Comcast a cutover date to the new fiber network on April 9th.
- Security Cameras
  - a. Old Exacqvision server is scheduled to be retired sometime in April once we have ensured that the new server has at least 60 days of security camera footage.
  - b. Some of the Axis cameras we purchased are backordered due to demand. Working with Sterling to schedule a time once the weather breaks to begin installing new cameras.
- D. Newly Acquired Advertising and Sponsorships**
  - a. The Lucky monk
    - Uncorked/Untapped Vendor
  - b. Pinstripes
    - Uncorked/Untapped Vendor
  - c. Seasons 52
    - Uncorked/Untapped Vendor
  - d. Advanced Wellness
    - Event Sponsor
  - e. Run It Back Sports
    - Event/ Guide
  - f. A Closer Bond
    - Dog Events Sponsor
  - g. North Hoffman Vet
    - Dog Events Sponsor
  - h. Forest View Animal Hospital
    - Dog Events Sponsor
  - i. KIND Bars
    - In-Kind annual donations
  - j. Culvers
    - In-Kind Job Fair Event

**MEMORANDUM NO. M18-039a**

**TO: Board of Commissioners**  
**FROM: Dean R. Bostrom, Executive Director**  
**Craig Talsma, Deputy Director/Director of Finance & Admin**  
**RE: Real Estate Purchase Contract regarding the sale of a portion of**  
**Maple Park to Schaumburg Township**  
**DATE: March 21, 2018**

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**Background**

In July of 2017, Schaumburg Township staff inquired with park district staff about the Township's desire to expand the size of its current parking lot. The Schaumburg Township facility is located at One Illinois Blvd in Hoffman Estates and is located directly south of the park district's Maple Park.

The district initially attended the Schaumburg Township public meeting with residents. The district presented this concept to the A&F committee in February. The district also presented this to the B&G committee in March and now to the A&F committee.

**Implications**

Based on the results of the three public meetings held, staff gained great insight into any possible concerns that the residents had regarding the sale of a portion of Maple Park to Schaumburg Township so they can expand their parking lot. Some specific concerns that we agreed should be addressed within the purchase agreement including the following:

- Approval of all required Village of Hoffman Estates variances/permits.
- Park district must approve all site plan development plans of the property including but not limited to: lighting, landscaping (including parkway), signage and detention design.
- Site plan approved by the park district cannot be modified after approval which changes the original intent of the design and cannot include the construction of the any structures.
- In the event Schaumburg Township no longer maintains the property as originally approved or attempts to sell the property the park district shall be granted the first right to acquire the property for the same purchase price that the property was originally sold.

The purchase agreement which had previously been reviewed by both parties and tentatively approved between staff and the Township and the district to meet the requirements of the transaction and satisfy our residents has been adjusted to include the aforementioned items.

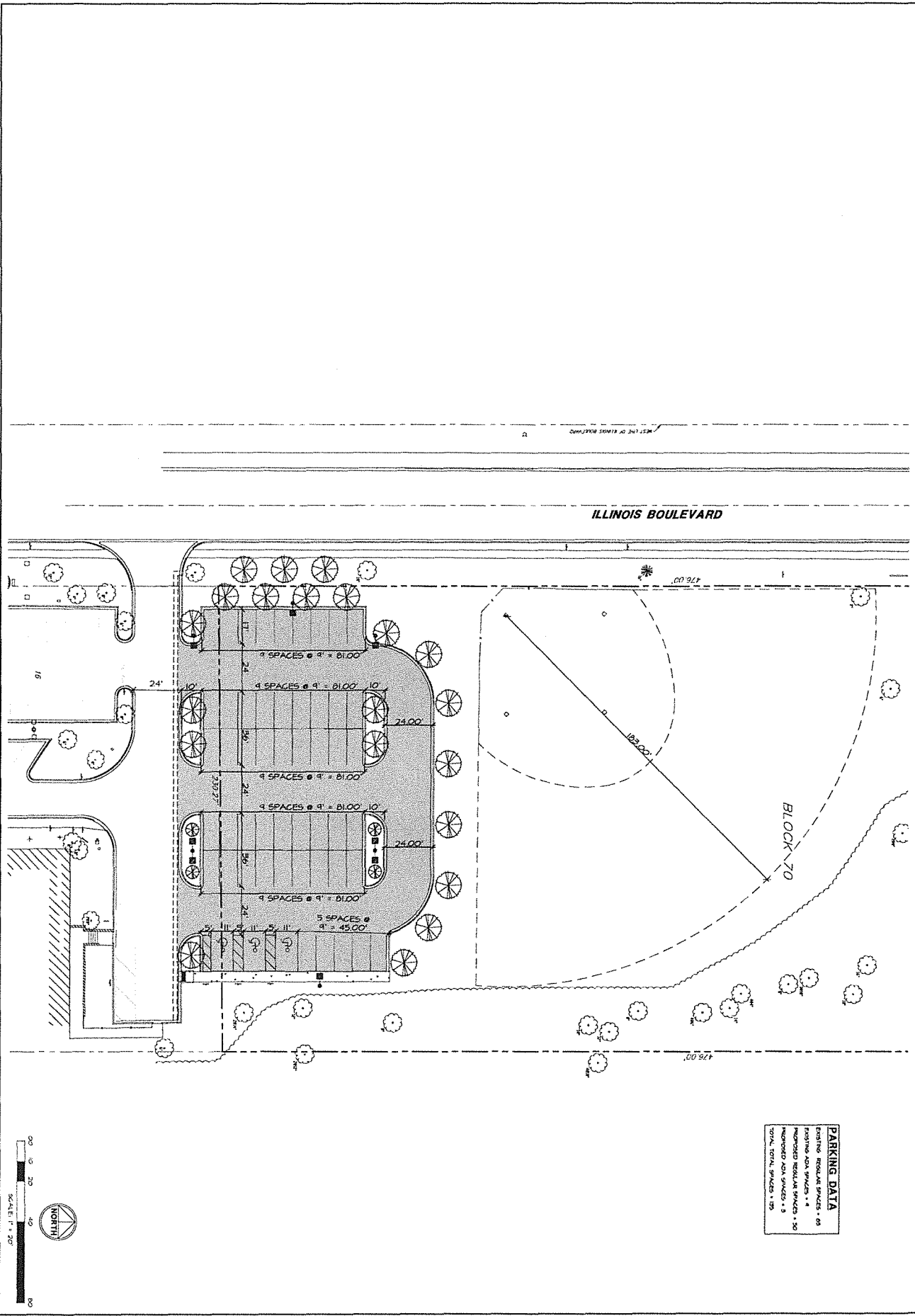
A copy of the new purchase agreement and the required Resolution R18-002 are included. The new changes have been incorporated into the purchase agreement. Although staff has not heard from the Township for the acceptance of these changes, we anticipate we will have confirmation prior to Tuesday's meeting.

After our board approves the purchase agreement and the resolution, it will be subject to Schaumburg Township approving the agreement and their Resolution on April 10, 2018.

**Recommendation**

That the Board approve the real estate purchase contract and Resolution R18-002.





DATE: 11-28-17  
 SCALE: 1" = 20'  
 DRAWN: VE  
 CHECK: TGA  
 JOB: 161187-00

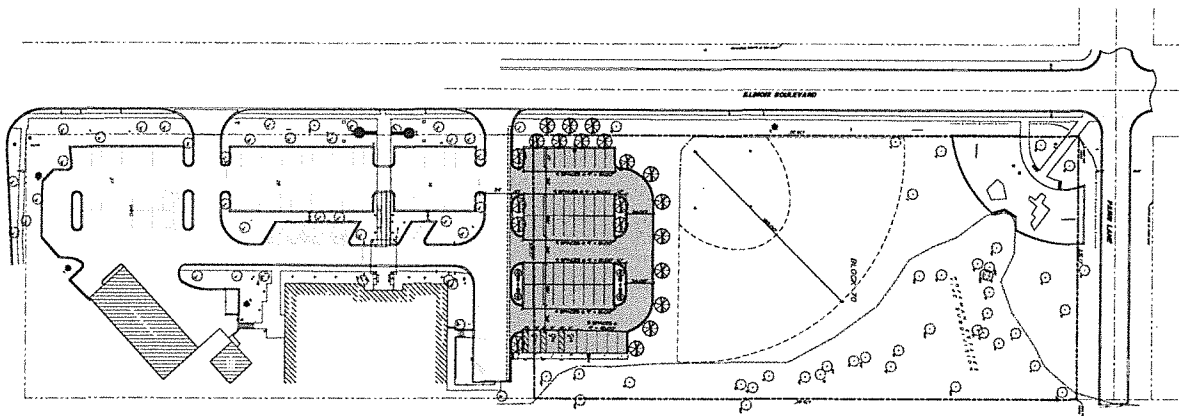
**SITE GEOMETRIC PLAN - B**

**SCHAUMBURG TOWNSHIP PARKING LOT ADDITION**  
 1 ILLINOIS BOULEVARD  
 HOFFMAN ESTATE, ILLINOIS 60169



**W-T CIVIL ENGINEERING, LLC.**  
 CIVIL ENGINEERING CONSULTANTS  
 2515 Plutarch Avenue  
 Hoffman Estate, Illinois 60132  
 Ph: (708) 295-0332 FAX: (708) 295-0444  
 www.wt-engineering.com  
 I.L. License No. 184 027510-0215 Exp. 04/20/19

REVISIONS	DATE	BY



**PARKING DATA**

EXISTING REGULAR SPACES	= 20
EXISTING ADA SPACES	= 4
PROPOSED REGULAR SPACES	= 50
PROPOSED ADA SPACES	= 5
<b>TOTAL TOTAL SPACES</b>	<b>= 79</b>



Copyright © 2017 W-T Civil Engineering, LLC

<b>C-2.1</b>	<b>OVERALL SITE GEOMETRIC PLAN - B</b>	<b>SCHAUMBURG TOWNSHIP PARKING LOT ADDITION</b> 1 ILLINOIS BOULEVARD HOFFMAN ESTATE, ILLINOIS 60169		<b>W-T CIVIL ENGINEERING, LLC.</b> CIVIL ENGINEERING CONSULTANTS <small>2025 Peach Avenue          Hoffman Estates, Illinois 60132          PH (224) 293-8323 FAX (224) 293-8844          www.wt-engineers.com</small> IL License No. 184 027570-0215 Exp. 04/2019	REVISIONS	DATE	BY
							47

**REAL ESTATE PURCHASE CONTRACT**

THIS REAL ESTATE PURCHASE CONTRACT ("*Contract*") is made by and between the HOFFMAN ESTATES PARK DISTRICT ("*Seller*") and SCHAUMBURG TOWNSHIP, ILLINOIS ("*Purchaser*"). The Effective Date of this Contract ("*Effective Date*") shall be the date on which all contingencies described in Section 5 are satisfied.

**1. PROPERTY**

Seller hereby agrees to sell and convey to Purchaser, and Purchaser hereby agrees to purchase from Seller, upon the terms and conditions set forth herein, approximately one acre of certain vacant real property, located directly adjacent to the Schaumburg Township Town Hall, 1 Illinois Boulevard, Hoffman Estates, Illinois, depicted on Exhibit A attached hereto (collectively, the "*Property*"). The Survey described in Section 4(c) shall be inserted as and replace Exhibit A once Purchaser delivers and Seller approves the same.

**2. PURCHASE PRICE**

The purchase price ("*Purchase Price*") for the Property shall be the sum of (a) ONE and 8/100 DOLLARS (\$1.08) per square foot of land, plus or minus prorations, and (b) all of Seller's reasonable expenses related to the negotiation and performance of this Contract, including but not limited to attorneys' fees. Within thirty (30) days after Closing, the Seller shall deliver an invoice to Purchaser itemizing Seller's transaction costs, which Purchaser shall pay within thirty (30) days. The obligation to reimburse Seller for its transaction costs shall survive Closing and the termination of this Contract..

**3. DOCUMENTS**

Intentionally omitted; Reserved.

**4. TITLE INSURANCE COMMITMENT; SURVEY**

(a) Within ten (10) days following the Effective Date, or Purchaser's delivery of a survey, whichever is later, Seller shall provide a current commitment from Chicago Title Insurance Company (the "*Title Company*") for an owner's policy of title insurance showing title to the Property in the Seller, subject to the conditions and stipulations and general exceptions contained therein, without Standard Exceptions other than as specifically provided in this Contract and providing full extended coverage to be issued and to become effective, with respect to the Property, at the Closing, in the amount of the Purchase Price ("*Title Commitment*"), and accompanied by legible copies of documents affecting title as disclosed in the Title Commitment ("*Title Documents*"). If Schedule B of the Title Commitment Title Documents, or the Survey disclose matters that are unacceptable to Purchaser (in its sole discretion), Purchaser shall promptly, but in



no event later than ten (10) days following Purchaser's receipt of the last of the Title Commitment Title Documents and Survey, notify Seller of such unacceptable matters (the "Unpermitted Exceptions"). If Purchaser does not so notify Seller within such time period, all matters disclosed by the Title Commitment Title Documents and Survey shall be deemed "Permitted Exceptions." Seller shall have thirty (30) days following Purchaser's notice to have the Unpermitted Exceptions removed or to have the Title Company commit to insure against loss or damage that may be occasioned by the Unpermitted Exceptions. If Seller does not remove the Unpermitted Exceptions, or in the alternative, obtain the commitment for title insurance specified above as to the Unpermitted Exceptions, within the specified time, Purchaser may elect, upon notice to Seller given no later than at the Closing, to take title as it then is, in which event all title exceptions appearing in Schedule B of the Title Commitment and Survey objection and not removed by Seller shall be deemed Permitted Exceptions. If Purchaser does not so timely elect, at the option of either Seller or Purchaser, this Contract shall terminate.

(b) Seller shall provide to Purchaser at Purchaser's sole cost and expense, an owner's policy of title insurance (the "Owner's Policy") from the Title Company pursuant to the Title Commitment. At Closing, the Title Company shall provide full extended coverage on the Owner's Policy over the Standard Exceptions raised by the Title Commitment, the cost of which shall be paid by Purchaser. Purchaser shall pay the cost of any additional endorsements to the Owner's Policy as may be selected by Purchaser.

(c) Within thirty (30) days after the date of execution of this Contract, Purchaser shall cause an ALTA Survey of the Property to be made and delivered to Purchaser as soon as it is available. The survey shall be dated subsequent to the date hereof and prepared by a Surveyor and/or engineer licensed to prepare the same in the State of Illinois, and approved by Seller. The survey shall: (i) be certified to Purchaser (and recertified to the Title Insurer) to have been made in compliance with ALTA minimum standards for land title surveys; (ii) show the boundary lines of the Property; (iii) locate all permanent improvements to the Property, if any; (iv) show no encroachments over boundary lines, easements and rights of way; (v) show the location and course of all visible and recorded easements and rights of way; (vi) show access to the Property from one or more public rights of way; (vii) certify the number of square feet lying within the boundary lines of the Property. If the survey discloses any encroachments or unpermitted defects (other than those listed as Permitted Exceptions), as to which title insurer has not committed to insure, Seller shall have thirty (30) days from the date of delivery thereof from Purchaser to correct such unpermitted exceptions on the survey or to have title insurer insure over them. If Seller fails to correct such encroachments or unpermitted defects or deliver evidence of such title insurance Purchaser shall have the right to terminate this Contract or, at its option, to close this transaction subject to the Unpermitted Exceptions, which shall thereafter be deemed Permitted Exceptions.

## 5. CONTINGENCIES; INVESTIGATION

A. For a period of thirty (30) days after the date of execution of this Contract, Seller agrees to provide Purchaser and its agents and representatives with access to the Property for any inspection or investigation Purchaser reasonably desires to make. Any inspection or investigation

of the Property by the Purchaser, or its agents and representatives shall be performed after reasonable notice is given to Seller and in a manner which is reasonable in manner, scope, time and duration and which does not interfere with Seller's use of the Property. Any part of the Property damaged from any physical inspection or investigation conducted by Purchaser shall be promptly returned as nearly as is reasonably practical to its original condition. No physical inspection or investigation by or on behalf of the Purchaser shall be done without prior notice to Seller. Upon Purchaser's written request, Seller also agrees to provide Purchaser, and its agents and representatives with access to any documents Purchaser reasonably desires to view which Seller has in its possession, including, leases, real estate tax information, surveys, plats, engineering studies or reports, and other such documentation related to the physical condition of the Property. Purchaser shall reimburse, indemnify, defend and hold Seller harmless from and against any claims, actions or demands for damage to person or property directly or indirectly caused by or arising out of Purchaser's inspection or investigation; specifically including any claims, actions, or demands of third parties and Seller's reasonable attorney's fees. Purchaser and its agents, contractors, and subcontractors entering upon the Property shall maintain commercial general liability insurance of not less than \$1,000,000 per occurrence and which names the Seller as an additional insured. Purchaser covenants, agrees and warrants that it shall promptly pay all its agents, contractors, and subcontractors so that no mechanics liens or other claims for lien are filed against the Seller or the Property, and Purchaser shall reimburse, indemnify, defend and hold Seller harmless from and against any and all such liens, claims, actions or demands, including Seller's reasonable attorney's fees. The provisions of this paragraph shall survive termination of this Option.

B. This Contract shall be contingent on the electors of the Schaumburg Township, at a Town Meeting duly called and for which this contract is lawfully listed on the agenda, approving the purchase of the Property. The date on which this contingency is satisfied shall be the Effective Date. If the Effective Date fails to occur before May 31, 2018, this agreement shall be null and void, be of no further force and effect and each party shall bear their own expenses for any investigation conducted prior to such date.

C. This Contract shall be contingent on the Purchaser and Seller each adopting such ordinances or resolutions as are required by the Local Government Property Transfer Act.

## 6. TITLE

At the Closing, Seller shall convey fee simple title to the Property to Purchaser or Purchaser's nominee by Quit Claim Deed subject only to (a) general real estate taxes not yet due or owing and installments of special assessments due after Closing, if any; (b) zoning and building laws and ordinances; (c) Permitted Exceptions; and (d) acts done or suffered by Purchaser or claims made by, through or under Purchaser but free and clear of all leases, tenancies and parties in possession.

## 7. AS IS-WHERE IS

Purchaser acknowledges that it has been and is being afforded the opportunity to inspect the Property in detail. PURCHASER ACKNOWLEDGES AND AGREES THAT, EXCEPT AS

SPECIFICALLY PROVIDED IN SECTION 8 BELOW, SELLER HAS NOT MADE AND DOES NOT MAKE ANY REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS OR GUARANTIES OF ANY KIND OR CHARACTER WHATSOEVER, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, OF, AS TO, CONCERNING OR WITH RESPECT TO (A) THE VALUE, NATURE, QUALITY OR CONDITION OF THE PROPERTY, INCLUDING WITHOUT LIMITATION THE WATER, SOIL AND GEOLOGY, (B) THE INCOME TO BE DERIVED FROM THE PROPERTY, (C) THE SUITABILITY OF THE PROPERTY FOR ANY AND ALL ACTIVITIES AND USES WHICH PURCHASER MAY CONDUCT THEREON, (D) THE COMPLIANCE OF OR BY THE PROPERTY OR ITS OPERATION WITH ANY LAWS, RULES, ORDINANCES OR REGULATIONS OF ANY APPLICABLE GOVERNMENTAL AUTHORITY OR BODY, (E) THE MANNER OR QUALITY OF THE CONSTRUCTION OR MATERIALS, IF ANY, INCORPORATED INTO THE PROPERTY, INCLUDING WITHOUT LIMITATION THE EXISTENCE OR NON-EXISTENCE OF ANY LATENT DEFECTS, (F) THE PRESENCE OR ABSENCE OF HAZARDOUS MATERIALS AT, ON, UNDER OR ADJACENT TO THE PROPERTY OR ANY OTHER ENVIRONMENTAL MATTER OR CONDITION OF THE PROPERTY, OR (G) ANY OTHER MATTER WITH RESPECT TO THE PROPERTY. SELLER IS NOT LIABLE OR BOUND IN ANY MANNER BY ANY VERBAL OR WRITTEN STATEMENTS, REPRESENTATIONS OR INFORMATION PERTAINING TO THE PROPERTY, OR THE OPERATION THEREOF, FURNISHED BY ANY REAL ESTATE BROKER, AGENT, EMPLOYEE, SERVANT OR OTHER PERSON. PURCHASER FURTHER ACKNOWLEDGES AND AGREES THAT TO THE MAXIMUM EXTENT PERMITTED BY LAW, EXCEPT AS EXPRESSLY PROVIDED IN SECTION 8 BELOW, THE SALE OF THE PROPERTY AS PROVIDED FOR HEREIN IS MADE ON AN "AS IS" AND "WHERE IS" CONDITION AND BASIS AND " WITH ALL FAULTS". IT IS UNDERSTOOD AND AGREED THAT THE PURCHASE PRICE HAS BEEN NEGOTIATED TO REFLECT THAT ALL OF THE PROPERTY IS SOLD BY SELLER AND PURCHASED BY PURCHASER SUBJECT TO THE FOREGOING.

#### 8. SELLER'S REPRESENTATIONS AND WARRANTIES

Seller hereby warrants and represents that as of the date hereof and as of the Closing Date:

- (a) Seller owns good and marketable title to the Property.
- (b) Seller shall not willfully take any action after the date hereof which adversely affects title to the Property.
- (c) Seller possesses all requisite power and authority to enter into and perform this Contract and carry out the transactions provided for herein. This Contract has been, and each and all of the other agreements, instruments and documents herein required to be made or delivered by Seller pursuant hereto have been, or on the Closing Date will have been, duly authorized and executed by Seller or on behalf of Seller, and when so executed, are and shall be legal, valid, and binding obligations of Seller enforceable against Seller in accordance with their respective terms, subject to applicable bankruptcy, insolvency, reorganization, moratorium, and other similar laws

affecting the rights of creditors generally and, as to enforceability, the general principles of equity (regardless of whether enforcement is sought in a proceeding in equity or at law).

(d) No suit, action, arbitration or other legal proceedings are pending or has been threatened against the Property or against the Seller with respect to the Property.

(e) No bankruptcy, insolvency, composition with or assignment for the benefit of creditors, or similar action or proceeding, whether voluntary or involuntary, is pending or threatened against Seller, and Seller has no intention of filing or commencing any such action or proceeding.

(f) There are no existing contracts, leases, or options or rights of first refusal with respect to the Property and the Property is and will be free and clear of all leases, tenancies and rights of possession.

(g) Seller is not a foreign person [as the term is defined in Section 1445 of the Internal Revenue Code as amended by the Foreign Investment in Real Property Tax Act of 1980 (FIRPTA)] and Seller at Closing shall provide Purchaser with an affidavit to that effect in compliance with FIRPTA.

(h) Seller has received no written notice that any condemnation proceedings are threatened or contemplated against the Property.

(i) The execution and performance of this Contract by Seller will not result in a breach of, or constitute a default under, or conflict with, any agreements or instruments, judgments, decrees, orders, or awards of any court, governmental body or arbitrator, or any laws, rules or regulations binding upon Seller or the Property.

(j) There are and shall be no liens or claims against Seller applicable to the Property for federal withholding taxes, estate taxes, or any other taxes or charges whatsoever except general real estate taxes.

The representations and warranties contained in this Section 8 shall not merge with the delivery of the deed and shall survive the Closing for a period of one (1) year. Notwithstanding anything to the contrary herein, Seller's liability and Purchaser's recourse for enforcement of any obligations or liabilities with respect thereto shall be limited to an amount that is equal to the Purchase Price.

#### 9. PURCHASER'S REPRESENTATIONS AND WARRANTIES

This Contract has been, and each and all of the other agreements, instruments and documents herein required to be made or delivered by Purchaser pursuant hereto have been, or on the Closing Date will have been, duly authorized and executed by Purchaser or on behalf of Purchaser and when so executed, are and shall be legal, valid, and binding obligations of Purchaser enforceable against Purchaser in accordance with their respective terms, subject to applicable

bankruptcy, insolvency, reorganization, moratorium, and other similar laws affecting the rights of creditors generally and, as to enforceability, the general principles of equity (regardless of whether enforcement is sought in a proceeding in equity or at law). The execution and performance of this Contract by Purchaser will not result in a breach of, or constitute a default under, or conflict with, any agreements or instruments, judgments, decrees, orders, or awards of any court, governmental body or arbitrator, or any laws, rules or regulations binding upon Purchaser.

#### 10. COMMUNICATION TO RESIDENTS PRIOR TO CLOSING

Prior to closing on the Property, Purchaser will make written contact with residents based on addresses identified by the Seller regarding the intended purchase of the Property for the purpose of a parking lot addition and will provide these nearby residents a basic concept of the project, the reasons for the parking lot expansion, and offers to meet with designated officials and/or employees of Purchaser and Seller to answer questions. Prior to written contact with the area residents, Purchaser will allow Seller to review and approve the information contained therein.

#### 11. POST-CLOSING CONDITIONS

(a) Within 180 days after closing, the Purchaser shall construct surface parking and appurtenant improvements on the Property according to plans approved by the Seller, which approval shall not be unreasonably denied (the "Approved Plans"). Without limiting the foregoing, the Approved Plans shall include a row of trees in the public right-of-way along Illinois Boulevard and directly adjacent to the newly constructed parking lot on the Property, such planting to take place during the first planting season subsequent to the completion of the surface parking. All work performed by the Purchaser shall be executed pursuant to permit and in compliance with all applicable codes and regulations.

(b) Purchaser agrees to provide labor costs to remove any portions of baseball field located on the Property that Seller desires to reuse. If Purchaser commences construction of the surface parking at any time, Purchaser agrees to pay the reasonable cost of labor and supplies in order to construct a baseball backstop at a location of Seller's choosing, with all labor for the construction of the baseball backstop to be supplied by Seller.

(c) If Purchaser fails to commence construction of the new surface parking within 180 days or Purchaser ceases use of the Property for a surface parking lot, Seller may exercise the right to reacquire the Property for the same purchase price. If Purchaser attempts to improve or modify the Property in a manner inconsistent with the Approved Plans, title to the Property shall automatically revert to the Seller.

(d) If Seller, or its successor and assigns, attempts to sell the Property to a third party, the Seller shall be granted a right of first refusal. If Purchaser elects to sell to a third party an interest in and to all or any portion of the Property, Seller shall have the right of first refusal to meet any bona fide offer of sale or transfer on the same terms and conditions of such offer. If Seller fails to meet such bona fide offer within thirty (30) days after written notice thereof from Purchaser, Purchaser may sell the interest in the Property or portion thereof to such third person in accordance with the terms and conditions of such third party offer.

(e) The obligations of this Section 11 shall survive Closing.

## 12. CLOSING

(a) The purchase and sale of the Property ("Closing") shall be held at the offices of the Title Company ("Closing Agent") on or before sixty (60) days after the Effective Date ("Closing Date") at 11:00 a.m., unless otherwise agreed upon by Seller and Purchaser or as required by the Contract.

(b) At the Closing, Seller shall execute and deliver to the Purchaser a recordable Quit Claim Deed conveying title to Purchaser.

(c) At the Closing, Purchaser shall execute and deliver to Seller all such further documents as may be reasonably necessary in order to complete all conveyances, transfers, sales and assignments herein provided.

(d) For purposes of the Escrow Amount, at the Closing Seller and Purchaser shall execute and deliver Closing Agent's standard form of strict joint order escrow agreement, containing such additional or modified terms as may be necessary to be consistent with this Contract.

(e) Seller and Purchaser shall jointly cause the Closing Agent to prepare and execute transfer declarations and a closing statement containing agreed upon prorations and closing figures.

(f) Possession of the Property shall be delivered by Seller to Purchaser at the Closing.

## 13. CREDITS AND PRORATIONS

The property is exempt from property taxes and there shall be no proration of ad valorem property taxes. All prorations shall be final at Closing.

## 14. CLOSING COSTS

(a) Purchaser agrees to pay the costs of the title examination and owner's policy of title insurance with extended coverage over general exceptions, all of the escrow charges of the Title Company, state and county real estate transfer taxes (unless exempt), and for releasing liens and encumbrances and recordation thereof.

(b) Purchaser agrees to pay for recording the deed, municipal transfer taxes (unless exempt), for any additional endorsements to the owner's title policy requested by Purchaser or Purchaser's lender, and for inspection costs incurred during the Review Period.

(c) All other transfer taxes, costs, charges and expenses shall be paid as provided in this Contract, or in the absence of such provision, in accordance with applicable statutory provisions or if there are no such statutory provisions then in accordance with local custom.

## 15. REMEDIES

(a) If Seller breaches or defaults under this Contract, Purchaser shall be entitled to all remedies available at law or equity and all such remedies shall be cumulative and not exclusive.

(b) If Purchaser breaches or defaults under this Contract, Seller shall be entitled to all remedies available at law or equity and all such remedies shall be cumulative and not exclusive. Not in limitation of the preceding sentence. Seller shall be entitled to be reimbursed from Purchaser for all of its reasonable transaction costs arising in the negotiation and performance of this Contract, including but not limited to attorneys' fees.

(c) Any failure by either party to perform any provision of this Contract, other than the requirement to close, shall not be deemed a default under this Contract until such party has received written notice from the other party setting forth the alleged default and fails to cure such default within five (5) days of receipt of such notice.

## 16. RISK OF LOSS

(a) In the event of "minor" loss or damage [being defined for the purpose of this Contract as damage to the Property such that the Property could be repaired or restored, in the certified opinion of Seller's architect, to a condition (the "prior condition") substantially identical to that of the Property immediately prior to the event of damage at a cost equal to or less than \$25,000.00], this Contract shall remain in full force and effect provided Seller performs any necessary repairs prior to the Closing, or, at Seller's option, assign all of Seller's right, title and interest to any claim and proceeds Seller may have with respect to any casualty insurance policies relating to the Property.

(b) In the event of a "major" loss or damage (being defined as any loss or damage which is not "minor" as defined hereinabove), Purchaser shall have the option of either: (a) terminating this Contract by notice to Seller; or (b) proceeding with the Closing, provided Seller shall pay to Purchaser any proceeds Seller receives from insurance claims made for such loss.

(c) Upon the Closing, full risk of loss with respect to the Property shall pass to Purchaser.

## 17. TIME OF ESSENCE

Time is of the essence to both Seller and Purchaser in the performance of this Contract, and they have agreed that strict compliance by both of them is required as to any date set out herein.

## 18. NOTICE

All notices, waivers, demands, requests or other communications required or permitted hereunder shall, unless otherwise expressly provided, be in writing and be deemed to have been properly given, served and received, when delivered, in every case addressed to the party to be notified as following:



If to Purchaser: Schaumburg Township  
Attn: Mary Wroblewski, Supervisor  
1 Illinois Boulevard  
Hoffman Estates, Illinois 60169  
mwroblewski@schaumburgtownship.org

with a copy to: Melissa M. Wolf  
Storino, Ramello & Durkin  
9501 West Devon Avenue, Suite 800  
Rosemont, IL 60018  
melissa@srd-law.com

If to Seller: Hoffman Estates Park District  
Attn: Executive Director  
1685 W. Higgins Road  
Hoffman Estates, Illinois 60169  
e-mail: dbostrom@heparks.org

with a copy to: Adam B. Simon  
Ancel, Glink  
175 E. Hawthorn Parkway, Suite 145  
Vernon Hills, Illinois 60061  
e-mail: asimon@ancelglink.com

or to such other address(es) or addressee(s) as any party entitled to receive notice hereunder shall designate to the others in the manner provided herein for the service of notices. Rejection or refusal to accept or inability to deliver because of changed address or because no notice of changed address was given, shall be deemed receipt.

#### 19. INTERPRETATION

The Section headings are inserted for convenience only and are in no way intended to interpret, define or limit the scope or content of this Contract or any provision hereof. If any party is made up of more than one person or entity, then all such persons and entities shall be included jointly and severally, even though the defined term for such party is used in the singular in this Contract. If any right of approval or consent by a party is provided for in this Contract, the party shall exercise the right promptly, in good faith and reasonably, unless this Contract expressly gives such party the right to use its sole discretion. The term "Business Day" shall mean Monday through Friday excluding holidays recognized by the state government of the State in which the Property is located. If any time period under this Contract ends on a day other than a Business Day, then the time period shall be extended until the next Business Day. If a time period under this Contract is five (5) days or less, it shall mean five (5) Business Days. Signatures transmitted via Facsimile or electronic mail shall be deemed original signatures.

## 20. SURVIVAL AND TERMINATION

(a) The provisions of this Contract shall not survive Closing unless and to the extent expressly provided otherwise.

(b) Purchaser's indemnification obligations under Section 5(b) shall survive termination of this Contract, as well as any other provision hereunder which is expressly indicated to survive termination of this Contract. Upon termination of the Contract, the parties shall have no further rights or duties under this Contract except as expressly provided herein.

(c) Purchaser's post-closing construction obligations under Section 11 shall survive Closing.

## 21. ASSIGNMENT

This Contract shall be binding upon and inure to the benefit of the parties and their respective successors and assigns. The rights of Purchaser under this Contract may be assigned at any time, but only to another unit of local government. In the event that Purchaser assigns this Contract, Seller shall deal in all respects with the assignee as "Purchaser" under this Contract.

## 22. COUNTERPART EXECUTION

This Contract may be executed in separate counterparts. It shall be fully executed when each party whose signature is required has signed at least one counterpart even though no one counterpart contains the signatures of all the parties.

## 23. GOVERNING LAW; VENUE; DISPUTE RESOLUTION

This Contract shall be governed in all respects, including validity, interpretation and effect, by the internal laws of the State of Illinois. All actions or proceedings in any way, manner or respect, arising out of or from or related to this Contract shall be litigated only in court having situs within the County of Cook, State of Illinois. Each party hereby consents and submits to the jurisdiction of any local, state or federal court located within said County and State. Each party hereby waives any right it may have to remove, transfer or change the venue of any litigation brought in accordance with this Section.

## 24. AMENDMENTS

No amendment, modification or termination of any provision of this Contract will be effective unless it is in writing and signed by all of the parties hereto.

## 25. SEVERABILITY

Any provision of this Contract which is prohibited, unenforceable or invalid will be deemed of no force or effect without invalidating the remaining provisions hereof.

26. ENTIRE AGREEMENT

This Contract sets forth the entire understanding of the parties hereto with respect to the subject matter hereof. Any and all previous agreements and understandings between or among the parties regarding the subject matter hereof, whether written or oral, are superseded by this Contract.

27. BROKERAGE COMMISSION

Seller and Purchaser each represents and warrants to the other that there is no broker or finder involved in this transaction or due a commission by reason thereof. Each party agrees to indemnify, defend and hold the other party harmless on account of any claim for a brokerage commission or finder's fee against that party, including reasonable attorneys' fees and the costs and expenses of litigation or arbitration incurred by reason of a demand for payment by such broker or finder.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, this Contract shall be deemed executed by Purchaser and Seller on the date first written above.

SELLER:

PURCHASER:

HOFFMAN ESTATES PARK DISTRICT

SCHAUMBURG TOWNSHIP, ILLINOIS

\_\_\_\_\_  
Name: Robert Kaplan  
Title: President,  
Board of Park Commissioners

By: \_\_\_\_\_  
Mary Wroblewski, Supervisor

EXHIBIT A  
Legal Description

Common Address:

PIN: \_\_\_\_\_

4825-8752-3163, v. 5

**HOFFMAN ESTATES PARK DISTRICT**

**RESOLUTION NO. R18-002**

**A RESOLUTION AUTHORIZING THE TRANSFER OF PROPERTY  
FROM THE HOFFMAN ESTATES PARK DISTRICT  
TO THE SCHAUMBURG TOWNSHIP**

**WHEREAS**, the Schaumburg Township (“Township”) is organized for the purposes of owning, operating, and maintaining a system of public parks and open spaces, and the territory of the Township lies in part within the corporate limits of the Hoffman Estates Park District; and

**WHEREAS**, the Hoffman Estates Park District owns the property described in Exhibit “A” attached to and by this reference incorporated into this Resolution (“Transfer Property”); and

**WHEREAS**, the Township, on \_\_\_\_\_, 2018, passed and approved an ordinance declaring that it is necessary or convenient for the Township to use, occupy, and improve the Transfer Property for public purposes and requesting that the Park District transfer the Transfer Property to the Township, all in accordance with the provisions of the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01, et seq. (“Property Transfer Act”); and

**WHEREAS**, the Board of Park Commissioners of the Park District desire to transfer the Transfer Property to the Township, pursuant to the authority conferred by the Property Transfer Act;

**NOW, THEREFORE, BE IT RESOLVED** by the corporate authorities of the Hoffman Estates Park District, Cook County and State of Illinois, as follows:

**Section 1. Recitals.** The foregoing recitals are hereby incorporated into this Resolution as findings of the President and Board of Trustees.

**Section 2. Approval and Authorization for Transfer of Property to Township.** The Board of Park Commissioners hereby (a) approve transfer of the Transfer Property to the Township, (b) authorize the Board President to execute a deed to accomplish the transfer, (c) authorize the Board Secretary to attest and to seal such deed with the Park District’s corporate seal, and (d) authorize the Board President and Board Secretary to take all other necessary and appropriate actions, in conjunction with the necessary and appropriate actions of the Township, to transfer all of the Park District’s rights and title in the Transfer Property to the Township, on the terms mutually agreed on by the Township and the Park District.

**Section 3. Effective Date.** This Resolution will be in full force and effect from and after its passage by a vote of two thirds of the members of the corporate authorities now holding office and approval.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2018.

AYES:

NAYS:

ABSENT:

HOLDING OFFICE:

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2018.

By: \_\_\_\_\_  
Board President

ATTEST:

\_\_\_\_\_  
Board Secretary

Exhibit "A"

4828-9180-3742, v. 1