



1685 West Higgins Road, Hoffman Estates, Illinois 60169
heparks.org t (847) 885-7500 f (847) 885-7523



AGENDA
REGULAR BOARD MEETING NO. 1061
TUESDAY, JANUARY 26, 2021
7:00 p.m.
***Remotely via ZOOM**

1. ROLL CALL
2. APPROVAL OF AGENDA
3. RECOGNITION
 - A. 2020 Best of the Best of Hoffman
 - Jay Garstecki
 - B. Service Proclamation
 - Christine Tusa – 15 years
 - C. Employees of the 4th Quarter
PT: Jose Flores
FT: Humberto Padilla
 - D. Employees of the Year 2020
PT: Sarah Koeckritz
FT: Natalie Wood
4. RECESS FOR A&F COMMITTEE MEETING
5. RECONVENE FOLLOWING A&F COMMITTEE MEETING
6. APPROVAL OF MINUTES (attached)
 - A. Regular Board Meeting Minutes 12/22/2020
7. COMMENTS FROM THE AUDIENCE
8. CONSENT AGENDA ([Click here to access all Board & Committee Packets](#))
 - A. Land Definition & Management Plan / M21-003 (see B&G January packet)
 - B. WRC Elevator Modernization / M21-004 (see B&G January packet)
 - C. JEM Contract / M21-010 (see A&F January packet)
 - D. Bond Abatement Ordinance O21-001 / M21-008 (see A&F January packet)
 - E. Open and Paid Invoice Register: \$678,556.70 (see A&F January packet)
 - F. Revenue and Expenditure Report and COVID-19 Impact Statement (see A&F January packet)
 - G. Acceptance of B&G Minutes 12/15/2020 (see B&G January packet)
 - H. Acceptance of Rec Minutes 12/15/2020 (see Rec January packet)
 - I. Acceptance of A&F Minutes 12/22/2020 (see A&F January packet)

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Regular Board Meeting
January 26, 2021
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9. PRESIDENT’S REPORT
10. ADOPTION OF EXECUTIVE DIRECTOR’S REPORT
 - A. IAPD 2020 Best of the Best Award for Intergovernmental Cooperation
11. OLD BUSINESS
12. NEW BUSINESS
 - A. Vacancy Appointment / M21-007
13. COMMISSIONER COMMENTS
14. EXECUTIVE SESSION
 - A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act
 - August 25, 2020
 - September 3, 2020
15. Potential discussion and possible vote on Minutes, pursuant to 5 ILCS 120/2 Sec. 2(c)(21) of the Open Meetings Act.
16. ADJOURNMENT

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**MINUTES
REGULAR BOARD MEETING NO. 1060
December 22, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on December 22, 2020 at 7:00 p.m. remotely via ZOOM.

Present: President Kaplan; Commissioners Chhatwani, K. Evans, R. Evans, Kinnane, and McGinn

Absent: None

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Golf & Facilities Bechtold, Executive Assistant Logan

Audience: Comm Reps Friedman, Kulkarni (7:03), Macdonald (7:06); WRC Facility Manager Debbie Albig and family; Superintendent of Business Lynne Cotshott

2. Approval of Agenda:

Executive Director Talsma made two amendments to the agenda:

(1) Retirement Resolution was changed to Retirement Proclamation; Service Resolution was changed to Service Proclamation.

(2) Executive Session was removed from the agenda to be presented at the January Board meeting.

Commissioner Chhatwani made a motion, seconded by Commissioner McGinn to approve the amended agenda.

On a Roll Call: Carried 6-0-0

Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

3. Recognition:

A. Retirement Proclamation:

Debbie Albig received a proclamation to denote her retirement from her position as the WRC Facility Manager.

B. Service Proclamations:

Bob Bell, Mechanic II, received a proclamation for his 15 years of service with the District.

Lynne Cotshott, Superintendent of Business, received a proclamation for her 20 years of service with the District.

Superintendent of Business Lynne Cotshott, WRC Facility Manager Deb Albig, and the Albig family left the meeting at 7:11 p.m.

4. Recess for A&F Committee Meeting:

Commissioner K. Evans made a motion, seconded by Commissioner R. Evans to recess the Board Meeting at 7:11 p.m. for the purpose of convening the A&F Committee meeting.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

5. Reconvene Following A&F Committee Meeting:

Commissioner Chhatwani made a motion, seconded by Commissioner McGinn to reconvene to the Regular Board Meeting at 7:30 p.m.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

6. Approval of the Minutes:

Commissioner K. Evans made a motion, seconded by Commissioner Chhatwani to approve the minutes of (A) Committee of the Whole meeting 11/17/2020, (B) Special Board Meeting 11/17/2020, (C) Regular Board Meeting 11/24/2020, and (D) Public Meeting 12/15/2020 as presented.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

7. Comments from the Audience:

None

8. Consent Agenda:

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the consent agenda items A-O as presented.

On a Roll Call: Carried 6-0-0

Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

- A. 2021 Purchase of Golf Cart Batteries / M20-135 (see B&G December packet)
- B. 2021 Purchase of Seascope Boilers / M20-136 (see B&G December packet)
- C. 2021 Purchase of Fleet Equipment / M20-137 (see B&G December packet)
- D. 2021 Purchase of Park District Vehicles / M20-138 (see B&G December packet)
- E. 2021 Purchase of Ballfield Groomer / M20-139 (see B&G December packet)
- F. 2021 ICAs for Tumbling Times, Inc., Illinois Shotokan Karate, Inc., and Options Basketball / M20-142 (see Rec December packet)
- G. Toptracer Lease Agreement / M20-141 (see Rec December packet)
- H. Tax Levy Ordinance O20-005 / M20-130 (see A&F December packet)
- I. 2021 Budget & Appropriation Ordinance O20-004 in Final Form / M20-148 (see A&F December packet)
- J. AMITA Health Sponsorship / M20-149 (see A&F December packet)
- K. Open and Paid Invoice Register: \$828,021.35 (see A&F December packet)
- L. Revenue and Expenditure Report and COVID-19 Impact Statement (see A&F December packet)
- M. Acceptance of B&G Minutes 10/20/2020 (see B&G December packet)
- N. Acceptance of Rec Minutes 10/20/2020 (see Rec December packet)
- O. Acceptance of A&F Minutes 11/24/2020 (see A&F December packet)

9. President's Report:

President Kaplan reminded everyone about the IAPD/IPRA Conference being held virtually January 28 – 30, 2021.

He congratulated staff and Executive Director Talsma for a job well done on managing this year.

He wished everyone a safe, healthy, and happy holidays.

He wished good luck to all of the candidates running for the Consolidated Election. He added a thank you to Commissioner R. Evans for his years of service and announced his retirement in May 2021.

10. Adoption of Executive Director's Report:

Commissioner Kinnane made a motion, seconded by Commissioner R. Evans to adopt the Executive Director's Report as presented.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

11. Old Business:

None

12. New Business:

A. Review/Release of Executive Session Minutes R20-007 / M20-145:

Executive Director Talsma noted that there were no minutes to be released at this time.

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the Resolution R20-007 “Review of Closed Session Minutes” as presented.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

B. 2021 Calendar of Board/Committee Meetings / M20-146:

Commissioner Chhatwani made a motion, seconded by Commissioner R. Evans to approve the 2021 Calendar of Board/Committee Meetings as presented.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

13. Commissioner Comments:

Commissioners Chhatwani, K. Evans, R. Evans, and McGinn thanked staff for their efforts and wished everyone a happy holidays.

Commissioner Kinnane noted both staff and Commissioners have done a great job this year. He added Commissioner R. Evans will be greatly missed as he is stepping down from Commissioner in May 2021.

14. Adjournment:

Commissioner Chhatwani made a motion, seconded by Commissioner K. Evans to adjourn the meeting at 7:43 p.m.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant

**HOFFMAN ESTATES PARK DISTRICT
REGULAR BOARD MEETING NO. 1061**

EXECUTIVE DIRECTOR'S REPORT

January 2021

PARKS DIVISION

THE CLUB RENOVATIONS

Staff continued to work on the Kids' Corner renovation and completed the new sign-in area as well as the kitchen area in the party rental room. There is still some touch-up work to be completed and items to be put back into place, but for the most part the area's construction is complete.



CONTROLLED BURNS

Staff was able to continue with prescribed burns through the first two weeks of December and completed all park sites that were set to have prescribed burns completed this year. The only property left to have a prescribed burn completed is Bridges of Poplar Creek; this was delayed because the course was open until the first snowfall.



WINTER SET-UP

Staff spent time this past month winterizing sites. The sled hills at Seascape and Pine Park were mowed and prepared to be ready for the first snowfall. Staff placed the proper flags at pond locations to show when the ice is safe for use. In order for the ponds to be able to have single users the ice depth must reach more than four inches. Once the ice is thick enough for staff to get on the ice safely, depths are checked daily.

The following is a list of ponds for ice fishing and or ice skating:

Ice Skating:

- South Ridge Park Pond – 1450 Freeman
- Fabbrini Park Pond – 1704 Glen Lake Rd.
- Evergreen Park Pond – 600 Washington Blvd.

Ice Fishing:

- North Twin Lake Park Pond – 950 Hassell Rd.
- South Twin Lake Park Pond – 985 Hassell Rd.
- North Ridge Park Pond – 1370 West Sturbridge Dr.
- Black Bear Park Pond – 1484 Essex Dr.

The following is a brief list of other items completed by staff during December:

- Prescribed burns
- Fall broadleaf applications
- Pine Park creek line clearing
- Tree work at multiple locations
- Snow removal
- BPC asphalt removal
- Built Santa's Sleigh out of a trailer for Recreation Department use
- Wolves' elevator floor repairs
- Installed counter top in ELC kitchen
- Teen Center construction began and removal of old items
- Upgrades to showers in the hockey locker rooms
- Changed motor carrier bearings at The Club laundry room boiler
- Built and installed new drain pan for glycol in ice mechanical room
- Finished install of new LED lights at The Club main entrance
- Ice rink lighting converted to LED
- Leak in ceiling in rink one was traced to upstairs restroom at TC and had the toilet flanges replaced
- New thermal overload relays installed on compressor room exhaust fan at TC
- Installed new gas valves on domestic hot water valve at The Club
- Rebuilt the axels and springs on two trailers
- Maintenance and repairs on mowers and small equipment
- Vehicle checks

Recreation Division



All regions in Illinois remained in Tier 3 mitigation guidelines for the month of December. These guidelines prohibit any recreation programs or sports leagues from running. Child care and preschool programs continued to operate and fitness centers operated at 25% capacity with masks worn at all times.

For December, operations continued with:

- TC fitness center requires a reservation. Members can register online or over the phone for a 60 or 90-minute workout timeslot. The fitness center is maxed at 15 participants. Locker rooms are closed. Masks must be worn at all times.
- WRC fitness center continued to accept reservations over the phone with a max of three members per hour. Locker rooms are closed. Masks must be worn at all times.
- Preschool (part day preschool), ELC (full day child care), and STAR Study Hall (virtual school care) continued regular operations.
- Private lessons (which are allowed in Tier 3) for figure skating, hockey, basketball, soccer, agility training, and dance were offered.



Triphahn Center



Willow Recreation Center

Triphahn Center Fitness

<u>Membership</u>	<u>12/31/2019</u>	<u>01/01/2020</u>	<u>12/31/2020</u>	<u>2020 YTD Var. +/-</u>
Total	781	781	509	-272

In-person group exercise classes were cancelled in December due to the COVID-19 mitigations. We will be launching virtual classes in January and hopefully return to in-person classes come February.

Willow Rec Center Fitness & Racquetball

<u>Membership</u>	<u>12/31/2019</u>	<u>01/01/2020</u>	<u>12/31/2020</u>	<u>2020 YTD Var. +/-</u>
Fitness	253	253	93	-160
Racquetball	51	51	52	+1
Total	304	304	145	-159



Dog Off-Leash Areas

<u>Dog Park Passes</u>	<u>12/31/2019</u>	<u>01/01/2020</u>	<u>12/31/2020</u>	<u>2020 YTD Var. +/-</u>
Total	683	683	583	-100



General Programs

Special Events:

- The first ever Santa Drive-By occurred on December 21 and 22. This event was a huge success and we had 61 houses total that we stopped at over the course of two days. Santa had his own personal sleigh (built by Parks Department) and was able to hand out gifts to over 130 children. Thank you to the Parks and Recreation Departments for helping to make this event a success. The families and children loved it and we look forward to offering it again next year.
- Another special event that we were able to launch in December was our first holiday lights contest. We had 15 houses enroll in the program and there was a lot of competition for our prizes. All of the winners and runners up were presented with a custom yard sign for their house displaying their accomplishment. Our categories were best overall, best decoration and best theme. Thank you to Kyle Thomas for helping to organize this event.
- Our Letters to Santa program also finished up in December and it had a huge turnout! We had 125 kids submit letters to Santa. Natalie did an amazing job with the creation of the letters for all of the kids.

General Programs:

Baton and Poms: 26 students registered and were able to finish out their session on Zoom.

Dance: All in-person classes were cancelled in November. Private lessons were launched and nine out of 11 slots were filled. A mini-virtual session was offered in December with 51 participants within eight classes.

A&A Music: Cancelled due to mitigations.

Palatine Choir: Cancelled due to mitigations.

Shotokan: Enrollment: 85

- Virtual classes begin on January 8.

Tae Kwon Do: Working on creating a virtual option for participants.

Archery: Working with new contractor to offer both indoor and outdoor options using the Seascape sled hill during the warmer months.

All-star:

- All Star Classes will begin back up in the New Year virtually.
- They will now be running classes at The Club, Willow and Triphahn.

Gymnastics: Working towards getting private lessons started in late January.

E-Sports Center at Vogelei: The teen center was cleaned this month and all old materials were disposed of. The area will be revamped and prepped for the new e-sports center development this winter.



50+ Club

All 50+ programs and drop-in programs were cancelled due to mitigation guidelines.

A drive-through special event with Stan’s Donuts Food Truck and coffee is planned for February 15.



Early Childhood

There are 18 children enrolled in the ELC program. Using the Child Care Grant, Natalie Wood purchased new anti-microbial flooring and cabinets for the ELC rooms.

The part-day preschool program continues to promote mid-year enrollment with an increase of interest in a January start.

19-20 TC		20-21 TC			19-20 WRC		20-21 WRC		
Threeschool	15	Threeschool	0	-15	Threeschool	9	Threeschool	0	-9
2’s Playschool	29	2’s Playschool	6	-23	2’s Playschool	19	2’s Playschool	0	-19
3’s & 4’s	121	3’s & 4’s	49	-72	3’s & 4’s	60	3’s & 4’s	31	-31
Total	165	Total	55	-110	Total	88	Total	31	-57



School Age - STAR and Day Camps

Both School Districts remained in Virtual Learning environments for all of December. Three days per week options were added and advertised at both sites. Daily drop-in rates were also created for STUDY Hall and After Care to allow flexibility in registration.

STAR Study Hall December enrollment:

TC:

- Week of 11/30: 15
- Week of 12/7: 17
- Week of 12/14: 8 (one room was closed due to a COVID-19 case)

WRC:

- Week of 11/30: 9
- Week of 12/7: 10
- Week of 12/14: 10

Full-day care was provided over winter break at Triphahn Center. There were 20 enrollments for the first week and 17 for the second week.

District 15 resumed in-person learning on January 5, therefore before/after school STAR is offered at Willow. District 54 remained virtual for the first two weeks of January; Triphahn Center offered Study Hall STAR.



Youth Athletics

Athletics

Basketball

- With the cancellation of the basketball league and clinics, the new Hoffman Basketball Academy was created by Kyle Thomas. Private lessons were offered, and 81 players enrolled. Kyle coached almost half of the lessons offered.
- Coach Kyle's Virtual Basketball Clinic ran with 28 players enrolled.

Soccer

- Private lessons and agility training lessons were offered by HUSC. 27 lessons were provided.

Outdoor Recreation

Learn to Fish and Fishing Derby

- Fishing with Kyle content is being brought back. It will be used to teach fishing basics and promote upcoming ice fishing events and ice fishing clinics.
 - Will have surprise guest to talk about conservation from the Cook County Forest Preserve, Tim Mondl, on January 26.
- Ice Fishing Clinic is scheduled for January 24.
- Ice Fishing Derby is scheduled for February 7.
- Ice Fishing classes are scheduled and running on Sundays.



Ice Operations

Hockey:

- All clinics were cancelled in November.
- Private lessons were launched in December. Stan Dubicki, along with six other coaches, offered private lessons after school and on the weekends, as well as daytime lessons over winter break. A total of 556 lessons were taught!

Figure Skating:

- Lessons were also cancelled in November. The figure skating coaches offered private lessons as well. A total of 271 lessons were taught.



Design Work:

- ELC re-branding
- Esports branding

Special Projects:

- ADA remediation of HEParks website
 - o Initial compliance for HEParks.org was 70.84%; currently, overall compliance is up to 73.4%
 - o C&M is currently focusing on behind-the-scenes structural changes to the site to ensure reader compatibility, tab order, image support and text contrast requirements. A few key plugins across the site will be updated to support readers and aid in mobile compatibility.
- SEO changes for website
 - o Google updated their SEO requirements during the fall to align with their Google information sidebar. Google now allows site owners to choose what information is shown in search result blurbs. C&M is creating custom page descriptions and keywords for each page alongside ADA edits on each page.
- Park amenities website update
 - o The process to improve the park amenities page by adding an interactive park search function has begun. The new page will provide viewers the ability to search for specific park amenities and programs across the district using boolean strings.
 - Ex: I am looking for a park with Shelter AND Playground AND a Restroom AND a Basketball Court. Included in this project is the creation of information pages on each park containing photos, walking path distances, and amenities.
- Virtual Guide Design
 - o Redesign the program guide to include virtual elements
 - o Drive customers back to website
 - o Update look to encourage patrons to look
- Club Videos
 - o Editing and scheduling of fitness videos

Email campaigns: Three e-blasts sent this month.

Press Releases and/or Advertising:

- Tax Levy
- Preschool (ad)
- Learn to Skate (ad)
- Club (ad #1)
- Club (ad #2)

Social Media:

- 54 posts in December
- Top interactive posts:
 - 1) Angel Tree – 1997 reached
 - 2) Sled Hills – 1907 reached
 - 3) Fishing with Kyle live video

of Followers:

HEParks Facebook - 5034 (+23 from last month)

HEParks Twitter – 1088 (-4 from last month)

HEParks Instagram – 776 (+47 from last month)

50+ Facebook- 115 (+1 from last month)

Wolfpack Facebook- 315 (+1 from last month)

Wolfpack Instagram – 309 (no change from last month)

Figure Skating Facebook – 90 (+2 from last month)

Bridges Facebook – 1034 (+5 from last month)

Bridges Instagram – 122 (+4 from last month)

Bridges Twitter – 165 (-1 from last month)

The Club Facebook – 1636 (+14 from last month)

The Club Instagram – 299 (+10 from last month)

The Club Twitter – 37 (-2 from last month)

Website:

Traffic to HEParks website in December: 14,388 unique page views to the website.



Highest visit days:

- December 28: 875 views – public skate, open skate
- December 29: 799 views – public skate & sledding

Highest visited pages

- Highest visited pages in December 2020: Home, Program Guide, Dog Park, Public Skate, Triphahn Center Fitness, Bid-information, Ice-arena
- This is the first month since the COVID-19 pandemic began that the Coronavirus page was not included in the top 10 visited pages.

Bridges General Programs

-  Golf Course Open in December will always be the best highlight of this month. Staff was able to have the course open for play through December 10. This helped us to achieve 10.25% more rounds in 2020 compared to 2019.
-  Staff has continued to work with WT Engineering on architectural drawings for the range structure. 3D renderings have been generated and WT is finalizing a cost proposal. We look forward to reviewing it in early 2021. Once the cost analysis and plans are finalized, staff will begin working with WT in preparing bid documents to go out in January or early February.

Golf Rounds

MONTHLY ROUND TOTALS					
2016	2017	2018	2019	2020	5 Year Average
0	302	0	0	438	148
YTD ROUND TOTALS					
2016	2017	2018	2019	2020	5 Year Average
31,308	31,323	26,195	24,299	26,790	27,983

Range Information - Range was closed March 15 to May 29

MONTHLY RANGE BASKET SALES TOTALS					
2016	2017	2018	2019	2020	5 Year Average
2	102	31	0	209	68
YTD RANGE BASKET SALES TOTALS					
2016	2017	2018	2019	2020	5 Year Average
18,823	19,540	17,398	18,807	17,906	18,495

Hole In One Contestant Update

HOLE IN ONE MONTHLY SALES TOTALS				
2016	2017	2018	2019	2020
363	58	8	0	15
YTD HOLE IN ONE SALES TOTALS				
2016	2017	2018	2019	2020
483	2,414	1,891	2,115	1,038

Food & Beverage

Wedding Count Update:

2022 = 1 reception has booked.

2021 = 13 ceremony and reception, 3 reception

2020 = All weddings have been cancelled or rescheduled to 2021.

We had 10 ceremony and reception, 4 reception only booked for 2020.

2019 = 16 ceremony and reception, 3 reception only, 1 ceremony only

2018 = 16 ceremony and reception and 3 reception only, 2 ceremony only (2 weddings cancelled in 2018)

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

In December, our high averaged 37° (2.7° above average) and low averaged 25° (4° above average). We received 2.22" of rain (2.25" average) in December, and saw about 2" of snow. That brings our snow total for the winter to 2.7" (9.6" average).

As a whole, we ended the year right around average for temperatures and precipitation. Average high for 2020 was 60° (1° above average), average low was 42° (1° above average), and we received 35.61" of rain (96.5% of average totals). If you look just at these stats you would say it was a pretty normal year, but it was far from that. With temperature, we saw 3° to 5° departures from normal for half of the months in 2020; the greatest being November where we saw low and high temperatures 4.5° and 5° above average. Precipitation data is where we see much higher variances. We saw three months in 2020 where we received more than 145% of our average rainfall, this included May where we received 209% of our normal rainfall. To put that into perspective, if all the 7.68" of rain that fell in May on the golf course (147 acres) was collected, it would fill Seascapes just over 81 times. On the flip side, we saw a few dry months where we only saw 60-70% of our normal rain. In addition, we had four days of rain in August with a total accumulation of .39", which is 8% of our normal rainfall. So, as you can see, 2020 was quite the roller coaster and constantly kept us on our toes.

The first half of December was spent putting the course to bed for the winter. This included spraying all playing surfaces with preventive treatments for snow mold, topdressing greens for winter protection, and bringing in any remaining accessories on the course. December is also when preventative maintenance on the equipment fleet becomes our main focus. It will take all winter to get through the 70+ pieces of equipment that are used at the golf course.

Weather the last few days of the year was not ideal; we saw rain and sleet, then freezing temperatures. As of currently, we have a thin layer of ice over most (over 80%) of greens. We will continue to monitor conditions as the winter progresses and have started speaking with other industry professionals about best steps to prevent damage.



Membership Totals	<u>12/31/2019</u>	<u>01/01/2020</u>	<u>12/31/2020</u>	<u>2020 YTD Var. +/-</u>
Totals	2837	2837	1992	-845

Member Services/Sales

- We finished with 72 new members in December, typically one of our busiest months for enrollment. We are continuing to experience a significant number of cancellations with all referencing the pandemic as the reason.
- Ours sales team continues to spend a lot of time fielding email and phone call questions and inquiries from members about options for their membership holds and/or cancels.
- We are beginning a new partnership with United Health Care in January with Renew Active that is part of the AARP Medicare Health Plan. This plan will reimburse us \$35 per month for every qualified member when they visit at least once in a calendar month. The Sales Team is working on a system along with the Business Department to make enrollment seamless for these members.

Operations and Fitness Departments:

- Staff continues to have challenges with a small number of members not wanting to follow the mask mandate rule from the Executive Order that we must enforce. The majority of members are very good about following the rule, are receptive to the occasional reminder, and even thank us for enforcing the rule. Unfortunately, there are a few members who have been purposely defiant to this rule and when approached by staff, have responded with aggressive, inappropriate, and sometimes threatening language. Management continues to work through this challenge by coaching staff on how to de-escalate situations and being present during the most challenging times with frequent walkthroughs during those times.
- Since we were not able to hold our in-person classes in December due to the restrictions, we worked hard in December to record and offer a variety of classes to post online. These classes are being posted regularly on our social media accounts and our website. We have had wonderful and gracious feedback from our members about the availability and variety of this content.
- In addition, we continued to keep members engaged in December by offering “Twelve Days of Fitmas” by posting small online/virtual challenges each day for twelve days that members could build on each day. Our instructors and trainers had fun with this using holiday props and fun moves to keep interest and send out positive vibes!
- The Fitness Program Manager also posted workouts of the day in the different areas of the facility (HIIT, Spin, Aqua) for members to follow on their own if they needed some workout ideas when they are at The Club. Our Fitness Program Manager was also present to assist throughout the days and evenings to keep people motivated and assist them with ideas for workouts.
- Renovated rental room/tween room is just about complete with staff needing to work next month on cleaning out closets and a final detailed cleaning. Parks Department has done an amazing job with completing cabinets and sinks that will be a wonderful selling point for future renters.

Administration & Finance

A. Finance/Administration

- Met with the Benchmarking group and reviewed preliminary data and potential meaning.
- Staff will be meeting with Lauterbach & Amen on February 4, 2021 to begin the review of the 2020 meeting minutes and conduct preliminary 2020 audit field work.
- The 2020 payroll files were closed in preparation of issuing and distributing W2 forms to staff.
- The 2020 accounts payable files were closed in preparation of issuing and distributing 1099 forms as required.
- The B&A Ordinance and Tax Levy Ordinance were filed with the county as required.
- Processed uncollectable receivables prior to year-end.
- Processed applicable monthly returns as required.
- Staff continues working on year-end account verification and preparation for the 2020 audit process.
- Working with staff on pending open purchase orders in connection with finalizing 2020.
- Processed applicable monthly returns as required.
- Processed Club/TC/WRC cancellations, including attaching documentation to RecTrac household member and member holds prior to January billing.
- New features/processes in RecTrac:
 - Created Enroll by Day reservations for multiple programs to pivot to Private Lessons during Tier 3
 - Attended a webinar on more efficiently structuring fees.
- Payroll Cycle Processing
 - 12/11/20 \$206,796.94
 - 12/24/20 \$223,143.13

B. Administrative Registration/EFT Billing

- EFT Billings for:
 - a. Sponsorship/Marquee
 - b. ELC (weekly)
 - c. Club/TC/WRC Fitness
 - d. STAR
- Administrative
 - a. Program Cancellations/Refunds
 - b. Program Fee/Rule Adjustments
 - c. Cancelled remaining 50+ memberships
 - d. STAR/eLearning Fee Updates
 - e. Provided RecTrac training/assistance to REC staff
 - f. 50+ Mailing
- Administrative Registration for:
 - a. STAR Study Hall/eLearning
 - b. Memorial Items
 - c. Hockey Private Lessons
 - d. Basketball Private Lessons
 - e. Figure Skating Private Lessons

C. Human Resources

- Met with the implementation team for the Time and Attendance software and completed the worksheet provided.
- Identified and corrected errors in the classification of employees within the Human Resources module.

- Created an analysis to further identify areas in the system that contained update issues along with mechanisms for preventing issues and making set up of employees more efficient in the future.
- Reviewed additional features of the module that were not being used and determined how to use the software more effectively.
- Reviewed the changes resulting from the most recent stimulus bill to determine the impact on the District.
- Attended webinars on:
 - a. PDRMA Reasonable Suspicion
 - b. IMRF Employer Rights and Legislation
 - c. PATH 2021 Preview
- Facilitated Wage Works Open Enrollment
- Facilitated AFLAC Open Enrollment

D. Technology

- Audio conferencing project has been completed.
- Working with Maintenance and Recreation on new eSports Gaming Lounge.
- The 65-inch interactive touch display monitor has been installed in ELC and the four (4) iPads have been configured.
- Upgrading users to new Windows 10 version.
 - a. Upgrading VSI RecTrac VIC in connection with the Windows 10 upgrade.
- Working with Comcast to upgrade The Club and Vogelei connection to fiber. The process has been slow due to weather and COVID-19.

[2020 4Q Goals for All Divisions](#)

Are you looking for Full-Day Care?



The Early Learning and Care Program at Hoffman Estates Park District offers Full-Day Care, Preschool and Kindergarten Preparedness.

We focus on
the whole child.



For more information,
contact Early Childhood Manager
Natalie Wood at 847-285-5561
nwood@heparks.org

RECAP OF WEEKLY UPDATES TO THE BOARD

Updates 12.18.2020

Upcoming Events

- [Dec 19 - Go Hoffman Virtual 5K](#)

Daily Herald Article – Tax Levy

Attached is an abbreviated version of the tax levy article printed in the Daily Herald. Please see the following link for the full article in the Daily Herald regarding the tax levy.

[Daily Herald Article](#)

IAPD/IPRA Soaring to New Heights 2021 Virtual Conference

The virtual conference will be held January 28-30, 2021.

So far, we have Pat K. and Ron attending, and Keith not attending.

If you haven't confirmed your attendance yet, please confirm with Monica 'yes' or 'no' as soon as possible.

Attached is a packet containing the agenda and meeting packet for the IAPD Annual Business Meeting. The meeting will be held virtually on Saturday, January 30, 2021 at 3:30 p.m.

*****The following documents were attached to this email: HEParks Tax Levy; IAPD Annual Business Meeting Agenda and Meeting Packet*****

DAILY HERALD

12-15-2020

Hoffman Estates parks levy:

The Hoffman Estates Park District board of commissioners has chosen not to increase the district's property tax levy during 2021. "Similar to other surrounding communities, Hoffman Estates residents have been hit hard by the pandemic," park district Executive Director Craig Talsma said. "Due to the economic toll the COVID-19 pandemic has taken on our community, HEParks' portion of the tax levy will remain flat, which means there will be no increase from the district between FY 2020 and FY 2021." The final levy will be approved at the Dec. 22 board meeting and the tax goes into effect in 2021.



TO: MEMBER AGENCY BOARD MEMBERS & DIRECTORS

FROM: Peter M. Murphy, President/CEO

DATE: December 16, 2020

Enclosed you will find the agenda and meeting packet for the Illinois Association of Park Districts' Annual Business Meeting. The meeting will be held virtually on Saturday, January 30, 2021 at 3:30 p.m.

Enclosed are the following items:

- 1. Agenda for the 2021 IAPD Annual Business Meeting**
- 2. Minutes of the 2020 IAPD Annual Business Meeting**
- 3. New Members for 2020**
- 4. Honors and Resolutions Committee Report for 2020**
- 5. Honors and Award Recipients**
- 6. Nominating Committee Slate for 2021**
- 7. Guide to Board Member Leadership**

Please copy and distribute to all board members for your agency.

Thank you, and best wishes for a wonderful holiday and a happy new year.

**Illinois Association of Park Districts
ANNUAL BUSINESS MEETING AGENDA
3:30 p.m., Saturday, January 30, 2021
Virtual Meeting**

WELCOME..... Adriane Johnson, Chairman

MINUTES of the previous ANNUAL BUSINESS MEETING were published and reviewed by the Board of Trustees, and the Chairman will defer reading, unless corrections or additions are proposed from the floor.

- I. Annual Report..... Peter Murphy**
- II. Introduction of New Members Mike Vogl**
- III. Report of Credential Committee Mike Vogl**
- IV. Introduction of IAPD Board of Trustees & Committee Chairs.....Adriane Johnson**
- V. Treasurer’s Report Grant Hammer**
- VI. Conference Report..... Lori Palmer**
- VII. Chairman’s ReportAdriane Johnson**
- VIII. NRPA Report..... Susie Kuruvilla**
- IX. New BusinessAdriane Johnson**
- X. Awards Presentation.....Adriane Johnson
- Recognition of IAPD Outgoing Board Members**
- XI. Nominating Committee Report..... Ron Lehman
Election of Board of Trustees**
- XII. Installation of Board of Trustees.....Kevin Dolan**
- XIII. Past Chair Recognition..... Mike Vogl, 2021 IAPD Chairman**
- XIV. Closing Remarks Peter Murphy**

Designation of next Annual Meeting: January 29, 2022, Hyatt Regency, Chicago, IL

ADJOURN

**Illinois Association of Park Districts
ANNUAL BUSINESS MEETING
Saturday, January 25, 2020
Hyatt Regency Chicago
3:30 p.m. Grand Ballroom A/B**

IAPD Chairman, Kevin Dolan called the 92nd Annual Business Meeting of the Illinois Association of Park Districts to order at 3:30 p.m.

APPROVAL OF THE MINUTES

Motion was made, seconded and unanimously carried to approve the January 26, 2019 Annual Business Meeting minutes.

I. ANNUAL REPORT

Peter Murphy, President and Chief Executive Officer, welcomed members to the Illinois Association of Park Districts' Annual Business Meeting. He shared highlights from IAPD's 2019 Annual Report, *The Capstone of a Decade*, that reflects the success the IAPD has achieved in each of its core areas of education, funding, legislative advocacy, membership services, public relations and research.

- In 2019, an election year, the IAPD welcomed 176 new commissioners at member agencies and provided them with the opportunity to attend one of six *Boot Camps* throughout the State. The *Boot Camps*, one of the most successful educational programs offered by the IAPD, provided the newly elected commissioners with fundamentals in legislative advocacy, finance, ethics, and the roles of a board member and a staff member. Those who participated in the *Boot Camps* also met their required legal training on the Open Meetings Act.
- IAPD enhanced digital communications with an array of podcasts and online videos designed to increase the effectiveness and reach of IAPD resources to its membership.
- IAPD provided services to 354 member agencies and welcomed six new agencies as members of the IAPD family.
- IAPD published a comprehensive 119-page history of the Illinois Association of Park Districts, that provided a review of IAPD's historical milestones as well as paid tribute to the leaders who have shaped IAPD into the leading statewide association for park, recreation and conservation agencies.

The IAPD legislative advocacy program harnessed the power of citizen advocacy and earned the trust and respect of the Illinois General Assembly, the Governor, and members of Congress.

- As a result of IAPD's collective and persistent efforts throughout the Spring Session, along with widespread legislative support for OSLAD, the final budget, approved by the General Assembly and signed by the governor, included \$29 million for new OSLAD grants to be awarded in 2020 as well as the necessary reappropriations for existing OSLAD grants.
- This new OSLAD budgeted allocation followed the \$28.9 million allocated in February 2019 to fund 90 previously awarded OSLAD grants. This funding was a direct result of the IAPD membership taking their message to their legislators on the importance of investing in parks, recreation and conservation.

IAPD had more significant legislative victories as well:

- The *seven* IAPD platform initiatives were signed into law during the first year of the 101st General Assembly.

- There were 29 written IAPD Legislative Updates and 20 video messages distributed to the membership regarding news from the Capital.
- IAPD partnered with the Trust for Public Land and the Nature Conservancy to obtain funding for a new Statewide Capital Needs Assessment that demonstrated 3 billion dollars in capital construction and land acquisition needs by Illinois local park, recreation and conservation agencies during the next five years.
- IAPD staff attended 12 legislative breakfasts throughout the state, interacting with 649 members from 169 agencies and nearly 50 legislators.
- IAPD published *Parks Provide Excellent Value to Illinois Residents* that presented the research findings of IAPD's statewide program participation and facility usage survey, including 29 million visits to recreational facilities per year, nearly 71,000 various programs offered to Illinois residents and nearly 2 million participants registering for these programs. The brochure was shared with legislators and used during testimony before the House and Senate appropriations committees.
- IAPD responded to 428 legal/legislative inquiries from 160 different agencies which was a 24% increase over a 10-year average.
- IAPD tracked and monitored 6,678 bills for their impact on the membership and the citizens they serve. Another 1,829 amendments to these bills were reviewed during the legislative session.

IAPD continued to work closely with commissioners and professionals, providing educational training and opportunities to network with colleagues throughout the state.

- The IAPD *Legal Symposium*, held on November 14, 2019, provided an agenda packed with current legal topics affecting park, recreation and conservation agencies including updates on employment and labor laws, the impact of cannabis legislation, the Freedom of Information Act and dozens of other new laws.
- Last year, the highly acclaimed *Soaring to New Heights Conference*, which was the largest state park and recreation conference in the nation, had 3,952 attendees learn about the latest trends, products and services for the industry.

IAPD provided superior service to its membership.

- IAPD's specialized service to members through the *Board Development and Self-Evaluation Program* provides boards with assistance in defining their roles and responsibilities and describing duties for oversight and governance. To date, more than 77 board self-evaluations have been conducted.
- The IAPD *Executive Director Search Program* provided the best option for boards to utilize when hiring an executive. IAPD has placed 132 executive directors since the program's inception in 1992.
- IAPD's *Legends Video Series* was relaunched this year with nine new videos featuring seasoned commissioners' advice for new commissioners, information about what they have learned through their years of board service and guidance from their wealth of knowledge on leadership and the world of parks and recreation.
- Launched in June of 2019, IAPD's monthly podcast, called *Park Cast*, shined a spotlight on the accomplishments of IAPD and its members. To date the six episodes that were produced have generated more than 600 "listens".

The IAPD's public awareness programs such as the *Park District Youth License Plate*, *Parks Day at the Capitol* and *Park District Conservation Day at the Illinois State Fair* have enlightened legislators, media and the public about the essential services and programs provided by IAPD member agencies.

- The theme of last year's *Parks Day at the Capitol* was *OSLAD – A Legacy for Future Generations*. Nearly 45 IAPD member agencies showcased their OSLAD/PARC projects and demonstrated how the projects will benefit generations to come. Survey results indicated that 95% of Parks Day exhibitors were visited by their legislators.
- The Park District Youth License Plate Marketing Kit was digitized this year, making the print and website ads, flyers, posters and public service announcement readily available to the membership.
- To date, the PowerPlay! Program funded by sales and renewals of the Park District Youth License plate has provided more than \$692,450 in PowerPlay! Beyond School grants. IAPD has awarded grants to member agencies to encourage and assist them in implementing model programs that focus on health, nutrition and fitness for children ages K-5th grade and 6th grade-12th grade.
- IAPD continued to put an emphasis on digital content and expanded social media outreach with an all-time high of more than 4,522 combined followers on Facebook, Twitter, LinkedIn and Instagram.
- 80% of IAPD's members saved money by using services of at least one of the affinity programs listed in the annual report.

The Illinois Association of Park Districts is committed to quality, innovative and comprehensive educational programs and networking opportunities that continue to keep Illinois park, forest preserve and conservation district board members and professionals among the best leaders in the nation.

- In 2019, 94% of IAPD member agencies participated in at least one event or program. IAPD had 2,713 participants in 13 events and programs.

Peter expressed his gratitude to the IAPD Board of Trustees for their time, service and leadership. Their vision and guidance allowed IAPD to excel and provide outstanding value to its members. The IAPD staff was recognized for their professionalism and dedication to the many IAPD programs, services and activities.

In closing, Peter reported that IAPD had a successful capstone to the end of a decade of achievements. He looked forward to the next era and a strong foundation, for there were more opportunities to be created; more paths to be defined; more accomplishments to be fulfilled, and the Illinois Association of Park Districts will work at its highest level, to propel the association forward and remain a leader in the park and recreation industry.

II. INTRODUCTION OF NEW MEMBERS

Adriane Johnson reported that IAPD, according to its constitution, mailed the Annual Business Meeting packet of materials to members at least 45 days prior to the meeting on December 11, 2019.

In 2019, IAPD welcomed six new agency members and eight new corporate members for a total of fourteen new members.

• III. REPORT OF CREDENTIALS COMMITTEE

Adriane Johnson reported that in accordance with the provisions of the association's Constitutional Bylaws, each member agency was mailed an official copy of the Credentials Certificate with a set of instructions on October 1, 2019. The credentials certificates submitted by member agencies were examined and found to be properly signed and certified. A total of 71 member agencies were represented and allowed to vote on association issues during the Annual Business Meeting.

A motion was made, seconded and unanimously carried to accept the credentials so that delegates from those agencies would be allowed to vote if voting became necessary.

IV. INTRODUCTION OF IAPD BOARD OF TRUSTEES AND COMMITTEE CHAIRS

Kevin Dolan provided special recognition to the following individuals for their service as members of the IAPD Board of Trustees in 2019.

- Adriane Johnson, Chairman-elect
- John Hoscheit, Immediate Past-Chairman
- Lester Long, Sr, Vice-chairman
- Lori Palmer, Vice-chairman
- Mike Vogl, Vice-chairman
- Grant Hammer, Treasurer
- Jesse Ortega, Sergeant-at-Arms
- Bill Casey, Trustee
- Eric Entler, Trustee
- Ron Evans, Trustee
- Gary Gillis, Trustee
- John Hemingway, Trustee
- Greg Lapin, Trustee
- Mary Kay Ludemann, Trustee
- Mike Reid, Trustee
- Jeff Rigoni, Trustee
- Ted Schulz, Trustee
- Tyler Smith, Trustee

Special recognition was given to the following individuals who served as 2019 IAPD committee chairs.

- George Longmeyer: Ambassadors Committee
- John Hoscheit: Constitutional Bylaws Committee
- Ron Lehman: Nominating Committee
- Mike Vogl: Membership Committee
- Lori Palmer: Program Committee
- Ron Salski and Mike Benard: Co-chairs of the Research Advisory Council
- Mike Vogl: Joint Conference Committee
- John Hoscheit: Joint Coordinating Council
- Mary Crout: Joint Distinguished Park and Recreation Accreditation Committee
- Adriane Johnson: Joint Editorial Committee

- Wally Frasier: Joint Legislative Committee
- Kim Wascher: Municipal Committee

V. TREASURER'S REPORT

Kevin Dolan presented the Treasurer's Report for the 12-month period ending September 30, 2019.

IAPD totaled \$3,803,876 in receipts and \$3,281,691 in disbursements for a net of \$522,185.

For that same period, IAPD's balance sheet reflects net assets invested in the amount of \$5,923,334, earmarked funds in the amount of \$479,078 and operating funds in the amount of \$840,657.

VI. CONFERENCE REPORT

Mike Vogl, Conference Committee Co-chair, reported that this year's conference attracted 4,102 registrants.

The *Soaring to New Heights Conference* offered nearly 200 workshops and educational sessions. The curriculum was outstanding and included a wide variety of topics that were important to all IAPD member agencies. He reported that the final event scheduled was to be held at Dave & Buster's starting at 7:00 p.m.

VII. CHAIRMAN'S REPORT

Kevin Dolan reflected that it had been an honor and a privilege to serve as the 2019 Chairman of the Board of Trustees for the Illinois Association of Park Districts. It was a year of accomplishments, enhanced partnerships, and exceptional educational programs.

- IAPD seminars and webinars included, *The One Leadership Practice You Can't Afford to Overlook*, *How Intergovernmental Agreements Can Benefit your Agency and Help You Do More*, and *It's Tax Levy Time: Are You Ready?* They were designed to assist in IAPD's efforts to develop better public servants within member agencies.
- On April 30th and May 1st, the IAPD hosted the 41st Annual Legislative Conference and Reception in Springfield. More than 369 park agency members attended this two-day event. The Legislative Reception was held at the Illini Country Club allowing commissioners and professionals to meet, greet and discuss issues with their legislators and policymakers. The Legislative Conference featured Brendan Daily, Director of Strategy & Sustainability for the Chicago Park District. He presented *Top Trends in Parks, Recreation and Conservation that Will Impact Your Agency's Day-to-Day Operations*.
- The Legislative Conference also included an interactive panel of legislators discussing current topics that affected all agencies. There were breakout sessions including *Don't Leave Money on the Table: Important Tips for Obtaining Grant Funding*, *Using Statewide Research in Benchmarking and Advocacy*, and *Key Strategies for Communicating Your Agency's Capital Needs to Your Legislators*.
- The IAPD membership were encouraged to continue to talk one-on-one with their legislators on matters of importance to their agency and share the successes of park districts, forest preserves, conservation, recreation and special recreation in Illinois.

- On November 1st, IAPD's *Best of the Best Awards Gala* recognized the many partnerships that our members forge each year within their communities. These intergovernmental and business partnerships strengthen the park and recreation mission and help to create communities where people want to live, work, raise a family and enjoy life. The partnerships provide opportunities to create governmental efficiencies and save taxpayer dollars.
- In August, the 26th annual *Park District Conservation Day* featured media interviews by IAPD staff and brought nearly 500 representatives of Illinois park, recreation, and conservation agencies to the Illinois State Fair to showcase their programs to more than 51,000 fairgoers at various high-traffic areas throughout the fairgrounds. *Park District Conservation Day* is the largest public awareness event of the year and helps raise awareness of the many benefits of parks, recreation and conservation.
- IAPD Leadership Institute begins in the Spring of 2020 and will be a unique educational series designed to enhance the personal growth and professional development of those holding leadership and governance roles within park and recreation agencies.

Kevin encouraged all members to support IAPD by volunteering to serve on one of its many committees.

Kevin recognized the IAPD Staff with a special Chairman's Citation. The citation begins with a quote from Andrew Carnegie, "Teamwork is the ability to work together toward a common vision and direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results."

The rest of the citation reads as follows:

"This Chairman's Citation is presented to the IAPD staff in honor of their genuine commitment to work together to provide the highest quality services for commissioners and professionals of Illinois park districts, forest preserves, conservation, recreation and special recreation agencies.

Their knowledge, unwavering professionalism, congeniality and commitment to go the extra mile have enriched the lives of those they serve and catapulted the Illinois park district system to the pinnacle of success.

The teamwork displayed by the IAPD staff has raised the bar, and you will not find a harder working group of professionals dedicated to what they do. The teamwork, perseverance and work ethic demonstrated by the IAPD staff serves as a model for all.

Their enthusiasm and dedication help the membership thrive and collectively makes Illinois a better place to live, work and play."

VIII. NRPA REPORT

Steve Eckelberry, NRPA, reported that NRPA had another successful year. The NRPA was proud of the contributions made to support the work of its members.

The 2020 NRPA Annual Conference begins October 27-29 in Orlando, Florida. All members were thanked for their ongoing support of the NRPA.

IX. NEW BUSINESS

The Annual Business Meeting packet that was mailed on December 11, 2019, included the Report of the Honors and Resolutions Committee that did not contain any courtesy resolutions at this time.

X. AWARDS PRESENTATION

A. YOUTH LICENSE PLATE AWARD BEST PROMOTIONAL PRACTICES

This was the 16th year that IAPD was presenting the Youth License Plate Award for best promotional practices. This year's award winner was the Park Ridge Park District for their creative ways of promoting the program and encouraging the development of programs that help children stay active and healthy. Their promotions included colorful advertisements in program guides and monthly newsletters, engaging social media messages and a popular Flying 4 KIDS Kite Fly.

B. BOARD MEMBER DEVELOPMENT PROGRAM AWARDS

IAPD's Board Member Development program recognized local board members who continuously go above and beyond the call of duty. Board members earn points by attending educational and legislative programs, events, and board or committee meetings.

IAPD honored two board members who have achieved DISTINCTIVE status.

- Tracy Bragg – Buffalo Grove Park District
- Jerry Hix - Bolingbrook Park District

IAPD honored four board members who have achieved the highest recognition as MASTER board member status:

- Colin Wilkie - Warrenville Park District
- Jeff Rigoni – Lockport Township Park District
- Cindy Kessler – Vernon Hills Park District
- James Ballowe – Vernon Hills Park District

C. “PEOPLE’S CHOICE” AWARD

In addition to the “Overall” and “Individual” category awards, the Agency Showcase featured a “People’s Choice” Award. All attendees were given the opportunity to vote for their favorite display of parks, recreation and conservation marketing and communication materials. This year's winner of the People's Choice Award was the Downers Grove Park District.

D. IAPD OUTGOING BOARD MEMBERS

On behalf of the Illinois Association of Park Districts, Kevin Dolan extended his sincere appreciation to John Hoscheit for his service and dedication to the association as a member and officer on the Board of Trustees.

John Hoscheit has been a Commissioner of the Forest Preserve District of Kane County since 1997 and served as their board president from 2002-2014. For more than 25 years, John has held elected offices in various local governmental entities including the St. Charles Park District, St. Charles City Council, Kane County Board and Kane County Forest Preserve Commission. He joined the Illinois Association of Park Districts' Joint Legislative Committee, the Program Committee and the Membership Committee in 2012. He served on these committees for 7 years and was elected to the IAPD Board of Trustees in 2013. John was elected as an IAPD Vice-chairman in 2015 and 2016, served as Chair-elect in 2017 and became chairman of the board of trustees in 2018. John also served on numerous IAPD committees including the Constitutional Bylaws, the Executive Committee and the Nominating Committees for multiple years as well as the Joint Coordinating Council in 2017, 2018 and 2019.

Peter Murphy recognized the achievements and leadership of Kevin Dolan and presented him with a hand-painted porcelain eagle in recognition of the contributions made while serving on the Board of Trustees and as the 2019 Chairman of the Board.

Kevin had faithfully advanced the park, recreation and conservation mission in Illinois as a member of the board of trustees and as the IAPD chairman in 2019. Under his leadership, the association had completed the strategic plan as the IAPD guide to the future.

The plaque on the base of the eagle was read:

“In deep appreciation of his outstanding contributions and dedication to Illinois park districts, forest preserves, conservation, recreation and special recreation agencies and the quality of life that recreation and parks provide to the citizens of the State of Illinois.”

XI. NOMINATING COMMITTEE REPORT

ELECTION OF BOARD OF TRUSTEES

Ron Lehman reported that in accordance with Article V, Section (2) of the IAPD Constitution and Bylaws:

The Nominating Committee, consisting of members from each of the five geographical regions, was required to meet not less than 90 days in advance of the Annual Meeting. Each nominee was carefully evaluated to ensure that the requirements for Board membership as set forth in the IAPD Constitutional Bylaws for Selection of Trustees was satisfied. The IAPD Board of Trustees was fair and balanced with each of the five regions adequately represented.

The Nominating Committee also provided biographical information for each of the nominees, and a copy of such information was sent to all member districts more than 45 days in advance of the Annual Meeting in order to provide adequate notice of the nominees to the membership.

The Nominating Committee met on September 30, 2019 and unanimously agreed to slate the following individuals for the 2020 Board of Trustees:

- The first nominee is Ron Evans from the Hoffman Estates Park District. Ron was first elected to serve as a commissioner for the Hoffman Estates Park District in 2011. Ron has received the IAPD Master Board Member Award. He currently serves on the Program Committee and is eligible for re-election to the Board of Trustees for his 2nd two-year term.
- The second nominee is Gary Gillis from the Pekin Park District. Gary has been a Pekin Park District commissioner since 1993 and is a member of the IPARKS board of directors. Gary serves on the IAPD Honors and Resolutions Committee, the Joint Editorial Committee and the Program Committee. He is eligible for re-election to the Board of Trustees for his 2nd two-year term.
- The third nominee is Greg Lapin from the Deerfield Park District. Greg has been a commissioner at Deerfield Park District since 2009 and has served as their Treasurer. Greg has also served his community by sitting on various boards of directors such as the Deerfield Youth Baseball Association and the Deerfield Emergency Services Disaster Agency. Greg serves on the IAPD Research Advisory Council and is eligible for re-election to the Board of Trustees for his 2nd two-year term.
- The fourth nominee is Lester Long, Sr. from the Dolton Park District. Lester has been a commissioner of the Dolton Park District since 1997. Lester believes in the education provided by the Illinois Association of Park Districts and has attended the Annual Conference for the past 18 years. He also served as an IAPD Vice-chairman in 2019 and is a member of the Program Committee, the Membership Committee and the Joint Distinguished Park and Recreation Accreditation Committee. Lester is eligible for re-election to the Board of Trustees for his 3rd two-year term.
- Our fifth nominee is Jesse Ortega from the Mundelein Park & Recreation District. Jesse was elected to the Mundelein Park & Recreation District Board of Commissioners in 2013 and currently serves as their president. He is active within his community and was appointed as the IAPD Board of Trustees Sergeant-at-Arms in 2019. He currently serves on the Honors and Resolutions Committee. Jesse is eligible for election to the Board of Trustees for his 1st two-year term.
- The sixth nominee is Lori Palmer from the Bartlett Park District. Lori has been a commissioner of the Bartlett Park District since 1997. She is actively serving her community as well as serving nationally on the National Park and Recreation Association's National Forum. Lori has earned the IAPD Master Board Member status and served as a Vice-chairman in 2019. She sits on the IAPD Program Committee and serves as the IAPD Program Co-chair on the Joint Conference Committee. Lori is eligible for re-election to the Board of Trustees for her 3rd two-year term.
- The next nominee is Ted Schulz from the New Lenox Community Park District. Ted has been a park district commissioner since 2013 and is currently serving as their president. During his tenure, several OSLAD grant programs have been completed such as the Lincoln-Way Special Recreation Building and the Walker Country Estates Splash Pad. Ted serves on the IAPD

Program Committee and as the Operations Co-chair on the Joint Conference Committee. He is eligible for re-election to the Board of Trustees for his 2nd two-year term.

- The final nominee is Tyler Smith from the Rockford Park District. Tyler has served as commissioner of the Rockford Park District since 2009. He was elected to the board of the Illinois Landscape Contractors Association from 1998-2009 and holds memberships in the Illinois Green Industry Association and the Rockford Regional Chamber of Commerce. Tyler serves on the IAPD Joint Legislative Committee. He is eligible for re-election to the Board of Trustees for his 2nd two-year term.

Motion was made, seconded and unanimously carried to approve the slate of nominees to the IAPD Board of Trustees as presented.

XII. INSTALLATION OF BOARD OF TRUSTEES

John Hoscheit installed the 2020 IAPD Board of Trustees.

Kevin Dolan's presented the gavel to the incoming Chairman, Adriane Johnson, and wished her the best in her year as Chairman of the Illinois Association of Park Districts Board of Trustees.

XIII. PAST CHAIR RECOGNITION

As her first official duty, Adriane Johnson recognized Kevin Dolan for his outstanding contributions to park districts, forest preserves, conservation, recreation and special recreation agencies while serving as Chairman of the Illinois Association of Park Districts in 2019.

As an expression of gratitude for his untold hours of service and support to IAPD during the past year, Adriane presented Kevin with an Honorary Life Membership and a Past Chairman's pin.

Next year's meeting is scheduled for Saturday, January 30, 2021, at the Hyatt Regency Hotel in Chicago.

With no further business IAPD Chairman Adriane Johnson adjourned the Annual Business Meeting at 4:50 p.m.

2020 NEW MEMBERS

Please join the Board of Trustees and staff of the Illinois Association of Park Districts in welcoming our new members to the Association:

Kenilworth Park District

2020 REPORT OF THE HONORS and RESOLUTIONS COMMITTEE

IN MEMORY

WHEREAS, following the notice of the 2020 Annual Meeting of this Association, dedicated and faithful friends of the Illinois Association of Park Districts have passed away.

WHEREAS, the members of this Association and the citizens of their respective communities are deeply grateful for their lasting contribution to the improvement of parks and recreation;

NOW, THEREFORE, BE IT RESOLVED that the members of the Illinois Association of Park Districts honor the memory of the following deceased friends and extend to their families and the citizens of their communities deepest sympathy for our mutual loss.

John Comerio, Illinois Association of Park Districts
Ann Mackin, North Berwyn Park District

APPRECIATION TO RETIRING CHAIRMAN

WHEREAS, Adriane Johnson, the retiring Chairman of the Illinois Association of Park Districts, has devoted herself unselfishly to this Association; and

WHEREAS, during the past year Adriane Johnson has performed the duties of the office of Chairman in an efficient and able manner which has reflected great credit upon the Illinois Association of Park Districts; and

NOW, THEREFORE, BE IT RESOLVED that Adriane Johnson be commended for her excellent performance as Chairman of the Illinois Association of Park Districts; and

BE IT FURTHER RESOLVED that as a token of appreciation of this Association, Adriane Johnson is hereby elected to Honorary Life Membership in the Illinois Association of Park Districts.

APPRECIATION TO JOINT CONFERENCE COMMITTEE

WHEREAS, many persons and groups have contributed to the success of the 2021 IAPD/IPRA Conference, for which the members of this Association are deeply grateful;

NOW, THEREFORE, BE IT RESOLVED that the appreciation of the Illinois Association of Park Districts is expressed to all of those who have participated in and contributed to the success of this conference, including, in particular, the Joint Conference Committee, all speakers, panelists, discussion leaders, consultants, chairpersons, hosts, host agencies and staff.

APPRECIATION TO CONFERENCE EXHIBITORS

WHEREAS, the Conference Exhibitors, by their participation in the 2021 IAPD/IPRA Conference, are of great educational and financial help to the Illinois Association of Park Districts and the Illinois Park and Recreation Association; and

WHEREAS, this interest and help is deeply appreciated by the sponsoring organizations;

NOW, THEREFORE, BE IT RESOLVED, that the appreciation of the members of the Illinois Association of Park Districts be expressed to all exhibitors for their support and participation in the 2021 IAPD/IPRA Conference.

Honors and Award Recipients

FRIDAY IAPD AWARDS CEREMONY Friday, January 29, 2021

Commissioner of the Year Award

To be announced.

Mike Cassidy Commissioner Community Service Award

To be announced.

Rising Star Award

To be announced.

IAPD Honored Professional Award

To be announced.

IAPD Legacy of Excellence Award

To be announced.

IAPD Board Member Development Program Awards

Participants who have advanced to a new level this year will be recognized.

BOARD MEMBER SERVICE ANNIVERSARY AWARDS

Presented at the IAPD *Best of the Best Awards Gala* on November 12, 2020.

10-Year Board Member Service Anniversaries

Steve Deatherage, Fon du Lac Park District
Myrna Molina, Forest Preserve District of Kane County
Monica Silva, Forest Preserve District of Kane County
Debbie Schwartz, Freeport Park District
David Brandt, McHenry County Conservation District
Meredith Blumthal, Urbana Park District

15-Year Board Member Service Anniversaries

Jerri-Lynn Kleina, Alsip Park District
Kathleen M. Perretta, Alsip Park District
Linda Hovde, Barrington Park District
Jane Solon-Wetmore, Champaign Park District
Catherine C. Mahoney, Downers Grove Park District
George Yartzak, Freeport Park District
Michael Kuderna, Lombard Park District
Ashley Gott, Marion Park District

Jennifer Rogers, Palatine Park District
Cathleen McDermott, Park District of Forest Park
Karrsten Goettel, Saint Charles Park District
Michael Reid, Skokie Park District
David Doerhoefer, Vernon Hills Park District
John Karesh, Westmont Park District

17-Year Board Member Service Anniversaries

Ken Collin, Freeport Park District
Tom Jungen, Freeport Park District
Dana Stewart, Freeport Park District

20-Year Board Member Service Anniversaries

Robert Thomson, Fox Valley Special Recreation Association
Constance McChristian, Riverdale Park District
George Longmeyer, Schaumburg Park District
Barb Thornbury, Warrenville Park District

25-Year Board Member Service Anniversaries

Christine H. Garry, Barrington Park District
Sue Vastalo, Bolingbrook Park District
Timothy Fara, Burr Ridge Park District
Scott Jeffrey, Byron Park District
Michael Renner, Cary Park District
Judy Thompson, Genoa Township Park District
Mark Elkins, Hanover Park Park District
James Heberer, Kewanee Park District
James Long, Lan-Oak Park District
Robert Johnson, Sr., Peoria Park District
Mike Daniels, Schaumburg Park District

35-Year Board Member Service Anniversaries

Robert Quigley, Burr Ridge Park District
Jack Mahoney, Woodridge Park District

37-Year Board Member Service Anniversary

Jerry Hix, Bolingbrook Park District

AGENCY ANNIVERSARY AWARDS

25 Years

Village of South Elgin Parks and Recreation Department

50 Years

Bolingbrook Park District

75 Years

Clarendon Hills Park District
Lockport Township Park District
Palatine Park District

100 Years

Elmhurst Park District

COMMUNITY SERVICE AWARDS

Presented locally

ILLINOIS PARK & RECREATION MAGAZINE PHOTO CONTEST AWARDS

Presented locally. Will be recognized within the virtual platform of the 2021 IAPD/IPRA Soaring to New Heights Conference and in the 2021 March/April edition of Illinois Parks & Recreation magazine.

IAPD ANNUAL BUSINESS MEETING PRESENTATIONS

Saturday, January 30, 2021

Chairman's Citation

To be announced.

Outgoing Board Member Awards

Kevin Dolan
Eric Entler
John Hemingway
Mary Kay Ludemann

Honorary Life Membership

Adriane Johnson

**Illinois Association of Park Districts
2021 NOMINATING COMMITTEE SLATE**

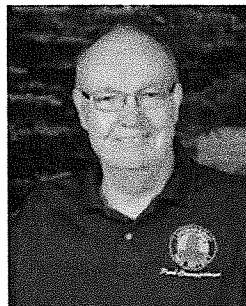


William (Bill) Casey (Glenview Park District)

Bill grew up in Morton Grove as the youngest of seven children. The Baby Boom generation was in full swing and the kids needed a place to go when they were not in school. The Morton Grove Park District served that purpose. He remembers parks as being a place to play and establish relationships. His first involvement with parks was chaperoning 7th and 8th grade ski trips to Wisconsin as a teenager. Bill bought a home in Glenview and found himself once again in the parks, this time with his children. The flexibility he enjoys with his job allows him time off during the week, and he was looking for volunteer opportunities. During the 2003 park board election, nine candidates ran for three positions. His campaign was successful, and he has had the honor to serve the Glenview Park District and to give back to his community for the last 15 years. Bill has served on the IAPD Joint Legislative Committee since 2014 and serves as a member of the IAPD Honors and Resolutions Committee and the Research Advisory Council. Bill was elected to his 1st two-year term to the Board of Trustees in Jan. 2019 and is eligible for election to the IAPD Board of Trustees for a 2nd two-year term.

Chris Caldwell (Channahon Park District)

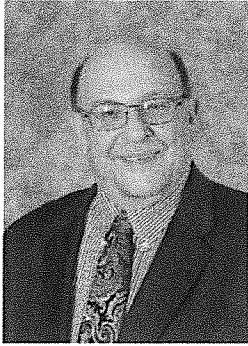
Chris has served as a commissioner for the Channahon Park District since 2013 and has served as vice president, PAR team member and is currently serving as acting president. Chris has been a lifelong member of the Channahon community serving in many volunteer roles including youth baseball, basketball, and softball coach, past president of Channahon youth baseball, United Way of Will County solicitor, and Shoot for A's chairman. Chris has been married to Amy for over 32 years, and they have 3 grown children, Katie (Cody), Kyle, and Megan. He is employed as a second line supervisor for ExxonMobil-Joliet refinery and has filled many roles within ExxonMobil during his 30 years, including business team lead for gasoline and diesel units. Currently, Chris is leading the long-term planning group for the Joliet refinery. In his spare time, Chris enjoys fishing, pickleball, golf, and spending time with family. He is eligible for his 1st two-year term on the Board of Trustees.



Dean Parkman (Lindenhurst Park District)

Dean moved to Lindenhurst with his family in 1981 when he was assigned to U.S. Army Recruiting Command at Fort Sheridan. He retired from the Army in 1988 after serving 20 years as an Infantry Officer. After completion of law school in 1991, Dean started his second career as an attorney with the Department of Veteran Affairs from 1992 to 2007. Dean and his wife, Bonnie, have three sons, Shane, Jon, and Dean, two granddaughters, a grandson, and a great-granddaughter. Dean became a park commissioner in 1991. At that time, the Lindenhurst Park District had an office at the Village Hall. Since his service began on the board, the

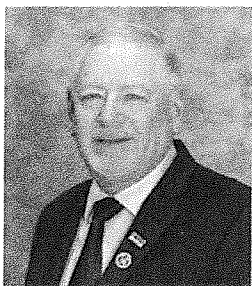
Lindenhurst Park District has completed many major projects including Phase I and II of the Community Center, acquisition and development of Millennium Park, acquisition and development of Oak Ridge Park, and most recently, a new playground in front of the Community Center. Dean is a member of the Joint Legislative Committee and is eligible for his 1st two-year term on the Board of Trustees.



Mike Reid (Skokie Park District)

Mike has served as a commissioner on the Skokie Park District Board since 2005. During his tenure on the Skokie Park District Board, he has served as president from 2008-2016 and 2019-present. He has also served as vice president from 2017-2019. He has attended 13 IAPD/IPRA Soaring to New Heights Conferences, 12 NRPA Conferences, and numerous IAPD Legislative Conferences. At these conferences, he attended classes and networked with other park district commissioners and industry leaders to help make the Skokie Park District what it is today. The Skokie Park District has been awarded the Illinois

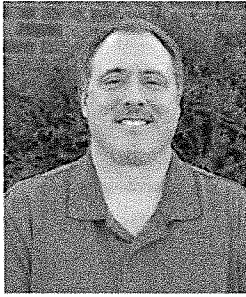
Distinguished Accredited Agency by the Illinois Association of Park Districts (IAPD) and the Illinois Park and Recreation Association (IPRA), as well as a recipient of the prestigious National Award for Excellence in Park and Recreation Management presented by the NRPA and the Sports Foundation. In his more than 16 years as a Skokie Park District Commissioner, he has never missed a monthly board meeting, budget meeting or public hearing and attends almost every event the park district holds throughout the year. He believes he should support all park district events, large and small. Mike has achieved the highest level of board education having achieved the IAPD Master Board Member designation. He is featured as the emcee for a few major events, such as the Festival of Cultures, 4th of July music and fireworks, and Backlot Bash. Mike works diligently to have the Skokie Park District collaborate with the Village of Skokie, Skokie Library, and Chamber of Commerce on such events as the Backlot Bash, the 4th of July parade and the Festival of Cultures, and more. Mike currently serves on the IAPD Honors and Resolutions Committee, the Research Advisory Committee, and the Joint Legislative Committee. Mike was elected to his 1st two-year term to the Board of Trustees in Jan. 2019 and is eligible for election to the IAPD Board of Trustees for a 2nd two-year term.



Jeff Rigoni (Lockport Township Park District)

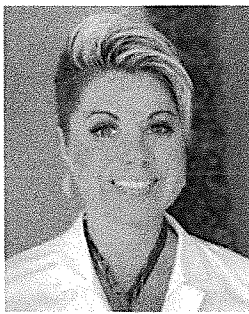
Jeff has been a commissioner serving the Lockport Township Park District since 1997. He served for ten years as vice president and for the past five years as president. Jeff was instrumental in bringing three successful public-private partnerships to his park district, Legacy Paintball Park, Hellsgate Haunted House, Com Ed demand response program and is now working on bringing solar farms to the park district. Jeff was also key in acquiring 80 acres of land from the State of Illinois for one dollar. Jeff also served eight years on the Lockport Zoning Board

of Appeals, four as its Chairman. Jeff received a degree in political science from Lewis University in 1980. Jeff currently serves on the IAPD Board Development Committee, Constitutional Bylaws Committee, Honors and Resolutions Committee, Nominating Committee, Program Committee, Joint Distinguished Park and Recreation Accreditation Committee, Joint Coordinating Council, Joint Legislative Committee and Co-Chair of the Joint Conference Committee. Jeff was elected to his 1st two-year term to the Board of Trustees in Jan. 2017. He was re-elected for his 2nd two-year term in Jan. 2019. He is eligible for election to the Board of Trustees for a 3rd two-year term.



Joseph Schmitt (Alsip Park District)

Joe was born and raised in the south suburbs of Chicago. At the age of 13, he joined the Blue Island Fire Department as a Cadet and furthered his fire experience as a Volunteer Firefighter and Paid on Call Firefighter. At the age of 21, he became a full-time Firefighter for the Blue Island Fire Department and in 1981, he was sworn in as a Firefighter/Paramedic in Alsip. Through the years, he became a Fire Inspector, Lieutenant, and retired in 2009 as Deputy Chief. He currently serves as Fire Marshall in Palos Heights and Fire Prevention Officer in Alsip. Joe has lived in Alsip, Illinois for the past 36 years. He is married with two grown married children and two grandchildren. His family has enjoyed living in Alsip and has actively participated in many of the programs, activities, and opportunities that have been available. Joe has been involved in his church activities, Illinois Firefighter boards, Alsip Chamber of Commerce, School District 126 Foundation Board, Alsip Little League and Alsip Park District programs. In 2003, he ran successfully for a position on the Alsip Park District board and has served proudly for 17 years and has served as president and vice president on multiple occasions as well as served on multiple committees. Joe has actively participated in the IAPD/IPRA Soaring to New Heights Conferences and has attended the NRPA Annual Conferences. He believes in serving his community and looks forward to continuing his service on a state level with the Illinois Association of Park Districts. He has demonstrated his commitment to the park and recreation industry as an active board member throughout his years of service and is eligible for his 1st two-year term on the Board of Trustees.



Dr. Kristin White (Decatur Park District)

Dr. Kristin White is a doctor of chiropractic in her hometown of Decatur, IL where she has been practicing since 2004. She specializes in sports medicine and as an adult has participated in triathlons, competitive bodybuilding, and martial arts. She is also a lead instructor for Graston Technique, an instrument assisted treatment for soft tissue and sports injuries. Kristin has served as a commissioner for the Decatur Park District since 2019. Kristin is married to Paul McCreary, a graduate and former football player at the United States Air Force Academy. They have two sons Jacob, 13, and Jaxon, 10. Both boys are sports enthusiasts and play basketball, hockey, football, and lacrosse. When not on the sidelines cheering her boys, Kristin enjoys traveling abroad and has served on the Decatur Sister Cities Committee and has been on delegations to both of Decatur's sister cities in Japan and Germany. Kristin is eligible for election to the Board of Trustees for her 1st two-year term.

Guide to Board Member Leadership

Recommended Steps for New Board Member Orientation

The chief executive shall provide a newly elected park board member with a copy of *The Park District Code*, *The Handbook on Illinois Park District Law*, *Financial Procedures for Illinois Park Districts*, *Guide to the Open Meetings Act and FOIA*, *Guide to Employment Laws* (all available through IAPD's website), the park district *Board Policy Manual* (if available), and the minutes of the park board meetings for the past six months. Additional materials explaining the powers and duties of the park district board and the operations of the park district can also be provided by the Illinois Association of Park Districts.

A meeting of the park district board president, the chief executive and the new member shall be arranged by the chief executive for the purpose of answering questions and acquainting the new member with the park district. In addition to the chief executive and other staff providing specific and factual information, other board members should orient the new member to board philosophy and practices. They should review, as a board, what members – including the new member – should expect of each other.

New members shall be encouraged to attend workshops conducted by the Illinois Association of Park Districts.

Suggested Policy on Board Member Development

Park district board members shall have an equal opportunity to attend local, state and national meetings designed to familiarize members with park, recreation and conservation issues, trends, governance and legislation.

Appropriate educational materials, publications and notices of training or development will be made available to members through direct mail, e-mail or other avenues of distribution.

Board Member Code of Ethics

As a member of the board, I will:

- Represent the interests of all people in my community. I will not favor any particular special interests.
- Not use my service on this board for my own personal advantage or for the advantage of my friends or supporters.
- Keep privileged information confidential.
- Approach all board issues with an open mind, prepared to make the best decisions for everyone involved.
- Do nothing to violate the trust of those who elected or appointed me to the board or of those we serve.
- Focus my efforts on the mission of the agency and not on my personal goals.
- Never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board.

Updates 12.23.2020

HEChamber Email

Please see attached for an excerpt from the HEChamber email (12/22/2020). It is an article entitled “Hoffman Estates Parks Board to Keep Tax Levy Flat”.

Happy Holidays!

*****The following document was attached to this email: Excerpt from HEChamber Email 12.22.2020*****



Hoffman Estates Parks Board to Keep Tax Levy Flat

The Hoffman Estates Park District (HEParks) Board of Commissioners voted on November 24, 2020, to NOT increase the district's tax levy to the community during 2021. "Similar to other surrounding communities, Hoffman Estates residents have been hit hard by the pandemic. We want the residents of Hoffman Estates to know that the district is here to support them and help them," said HEParks Executive Director Craig Talsma. "Due to the economic toll the COVID-19 pandemic has taken on our community, HEParks portion of the tax levy will remain flat, which means there will be no increase from the district between FY2020 and FY 2021.

Under Illinois law, the Board of Commissioners could have chosen to raise the current levy by 2.3% but decided instead to ease the burden on local taxpayers by not increasing it. Hit hard by the pandemic due to restrictions to programs and events, the district continues to provide services and programs to the community despite a five-million-dollar revenue shortfall. In response to the loss of revenue due to the pandemic, HEParks radically cut costs to maintain a balanced budget through reduced spending, capital project postponement, and the reduction of staff.

Updates 12.30.2020

With the finalization of the applicants to run for the Park Board April election, only one individual has filed to run for Lili's vacated term. The remainder of her term until May was discussed previously, and it was decided to not fill the position with the upcoming election. Now that there is only one individual running for this term, it would make sense for the Board to go ahead and appoint that person, Marc Friedman, to fill the remaining term until May. At that time, since he is unopposed, he will win the two year term. This appointment will allow Marc to begin serving as of the next Board meeting and then he will continue for the final two years after he is officially elected. There are no legal requirements that must be followed except the below policy which allows a majority of the Board to appoint him. Please let me know if you have any objection to this, otherwise, I plan on including this as the first item on the agenda for the January Board meeting.

4.2.01 VACANCIES DECLARED

Whenever any member of the Board of Commissioners dies, resigns, becomes under legal disability, ceases to be a legal voter in the Hoffman Estates Park District, is convicted of any infamous crime, refuses or neglects to take the oath of office after becoming elected to the Board of Commissioners of the Hoffman Estates Park District, or neglects to attend the duties of his/her office, said office may be declared vacant by the Board and may be filled by appointment by a majority of the remaining Board members. In addition, the Board of Commissioners has set a standard whereby whenever any member of the Board of Commissioners neglects to attend regular and special meetings of the Board for a period of three (3) consecutive calendar months, or neglects to attend a minimum of seven (7) regular and special meetings in any 12-month period, said office may be declared vacant by the Board.



Have a happy and healthy New Year! See you in 2021!

Updates 01.08.2021

The Chicago Wolves confirmed on Monday, January 4, that they have opted to play in this year's shortened AHL Central Division season. This year's season will be comprised of six teams instead of the traditional eight. The Wolves will be playing all home games at Triphahn Center, while adhering to all COVID-19 guidelines. Fans will not be allowed to attend until guidelines permit. The game schedule has not been finalized yet, but the season begins February 5 and runs through mid-May. Training camp will start mid-January. The Wolves will resume skating during their morning practice times. Each game will use approximately six hours of ice on Rink 1. Rink 2 can continue to operate for programs and lessons while the Wolves games are onsite. The usage of this additional ice time, and our costs associated with it, will offset the credit they would receive for no ice usage during the Fall of 2020.

Updates 01.15.2021

Upcoming Events

- [Feb 7 - Ice Fishing Derby](#)
- [Feb 15 - Free Donut Day!](#)
- [Feb 19 - Virtual Family Bingo Night](#)

COVID-19 Mitigations

Staff has been closely monitoring the COVID-19 mitigations. Governor Pritzker gave a press release on Friday, January 15, updating the COVID-19 mitigations for the various regions of Illinois. While some regions have been moved to lower mitigations, our status, in Region 10, has not changed. Governor Pritzker did note that this will be reviewed on a day-to-day basis and hopes to have more updates in the coming days.

MEMORANDUM M21-007

TO: Board of Commissioners
FROM: Craig Talsma, Executive Director
RE: Vacancy Appointment
DATE: January 26, 2021

Background:

At the September 22, 2020 Board Meeting, Lili Kilbridge formally announced her resignation as a Board Commissioner effective immediately. At the time of her resignation, she served as both the Board Vice President, as well as the Vice Chair of the Administration & Finance Committee. Since then, Commissioner Pat Kinnane has been appointed to serve as the Board Vice President as well as the Vice Chair of the Administration & Finance Committee until the May 2021 Annual Meeting. However, the vacancy created by Lili's resignation leaves the Board with six members rather than seven members.

Implications:

With the finalization of the applicants to run for the Park Board April election, only one individual has filed to run for Lili's vacated term. The remainder of her term until May was discussed previously, and it was decided to not fill the position before the upcoming election.

Now that there is only one individual running for this term, it would make sense for the Board to go ahead and appoint that person, Marc Friedman, to fill the remaining term until May. At that time, since he is unopposed, he will win the two year term. This appointment will allow Marc to begin serving as of the February Board meeting and then he will continue for the final two years after he is officially elected.

There are no legal requirements that must be followed except the below policy which allows a majority of the Board to appoint him, and this is clearly a Board decision if it wishes to.

4.2.01 VACANCIES DECLARED

Whenever any member of the Board of Commissioners dies, resigns, becomes under legal disability, ceases to be a legal voter in the Hoffman Estates Park District, is convicted of any infamous crime, refuses or neglects to take the oath of office after becoming elected to the Board of Commissioners of the Hoffman Estates Park District, or neglects to attend the duties of his/her office, said office may be declared vacant by the Board and may be filled by appointment by a majority of the remaining Board members. In addition, the Board of Commissioners has set a standard whereby whenever any member of the Board of Commissioners neglects to attend regular and special meetings of the Board for a period of three (3) consecutive calendar months, or neglects to attend a minimum of seven (7) regular and special meetings in any 12-month period, said office may be declared vacant by the Board.

If the Board were to appoint Marc Friedman to the Board of Commissioners, it will create a Community Representative vacancy on the Buildings & Grounds Committee. While this is also a Board's decision, staff would recommend leaving this position vacant for the remaining three Buildings & Grounds Committee meetings until a new Community Representative can be chosen at the May 2021 Annual Meeting. With six remaining B&G Committee members, staff anticipates no issues establishing a quorum over the remaining three meetings. In the event a quorum is not established by the existing Committee members, Commissioners will serve as acting Committee members, starting first with the Board President and filling in in sequential order until a quorum has been established.

Staff Recommendation:

Staff recommends the Board consider filling the Commissioner seat vacancy created by Lili Kilbridge's resignation.