

**MINUTES**  
**ADMINISTRATION & FINANCE COMMITTEE**  
**September 24, 2024**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Administration and Finance Committee was held on September 24, 2024, at 7:05 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman McGinn, Commissioner Kaplan, Comm Reps Harner, Pilafas, and Winner, Student Rep Patel

Absent: Community Reps Musial and Wilson

Also Present: Executive Director Talsma, Superintendent of Business Services Peddinghaus, Deputy Director Bechtold, Director of Recreation Miletic, Executive Assistant Flynn, Superintendent of IT Agudelo

Audience: President Chhatwani, Commissioners Dressler, Friedman, and MacGregor (phone), Comm Rep Dowling

**2. Approval of Agenda:**

Comm Rep Harner made a motion, seconded by Comm Rep Winner to approve the agenda as modified. The motion carried by voice vote.

**3. Approval of the Minutes:**

Comm Rep Harner made a motion, seconded by Comm Rep Pilafas to approve the minutes of the August 27, 2024, meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

6. **New Business:**

A. Verizon Wireless NASPO Contract / M24-080

Comm Rep Harner made a motion, seconded by Commissioner Kaplan to recommend to the full board the approval of the Verizon Wireless two (2) year agreement through National Association of State Procurement Officials (NASPO) for \$1,805 per month.

Executive Director Talsma noted that this will save us some money on a monthly basis. This needs board approval because the total value of the two-year contract is over \$30,000.

Commissioner Kaplan asked if staff is able to use the phones for personal use. Executive Director Talsma said that the maintenance staff, as well as the Executive Director and two IT staff have a district-issued phone; all other staff use their personal phones for work.

The motion carried by voice vote.

B. Administration & Finance Board Report / M24-079

Comm Rep Harner made a motion, seconded by Comm Rep Winner to recommend the September Administration & Finance Report be included in the September Executive Director's Report.

Superintendent Peddinghaus announced that we have a new employee that has replaced Kim Kaeseberg. Jenna Pearson is doing very well; she is picking things up quickly and fitting in well.

The motion carried by voice vote.

C. Open and Paid Invoice Register: \$705,851.27:

Comm Rep Winner made a motion, seconded by Comm Rep Pilafas to recommend the Board approve the Open and Paid Invoice Register as presented.

Chairman McGinn asked about the Bankshot Sports ten station system. Comm Rep Pilafas said this the inclusive basketball feature that is part of the Vogelei Park renovation.

The motion carried by voice vote.

D. District Wide Operations Statement and Revenue and Expenditure Report

Comm Rep Winner made a motion, seconded by Commissioner Kaplan to recommend the Board approve the District Wide Operations Statement and Revenue and Expenditure Report as presented.

The motion carried by voice vote.

**7. Committee Member Comments:**

Comm Rep Harner said that the Haverford residents must have been heard because the triangle preserve has been cut down. Executive Director Talsma said that, as a preserve, we will continue to cut down at the end of the year and burn every other year.

Commissioner Kaplan said that Fabbrini was also a little overgrown, but he heard from Director Huguenot that anything west of the path is not our property. Commissioner Kaplan said he noticed we are not different than any other area at this time of year. Executive Director Talsma stated that we do have the Land Definition Management Plan, and we only use the word “park” if an area will be maintained as a park. He added that looking at things for next year, we are considering providing cutout access to major water areas for fishing, viewing from a bench, etc.

Comm Rep Pilafas said it is exciting to see all of the Vogelei items coming up on the invoice register.

Comm Rep Winner appreciates the brief meetings and realizes that staff is busy working on the budget.

Commissioner McGinn said he participated in the invasive species volunteer event.

**8. Adjournment:**

Comm Rep Harner made a motion, seconded by Comm Rep Winner to adjourn the meeting at 7:22 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Cindy Flynn  
Executive Assistant

The following question was asked and answered via email prior to the meeting:

- 1) We are sending a motion to full board to approve a new Verizon contract under a new plan. New contract allows for phone replacement every other year rather than every year. In Division report it says we just replaced all the phones. I assume this is under old contract. Will this have any effect on replacement under new contract?

The phones we received this year (2024) would be eligible for upgrade when we transition these phones with the new contract. Our plan is to replace the current phones in/around April 2026 and keep with our two-year replacement cycle.

- 2) I see that we paid Verizon \$2,282.84 last month. If we remove the sign modem from that, the amount is \$1,994.76. Is that our regular monthly amount that would be replaced by the \$1,805 in the new contract?

The base fee in the old Verizon contract was \$1,927 per month, which included the modem fee. The \$2,282.84 paid last month was due to overage fees, which is why we looked into switching plans. Under the new contract, the monthly fee of \$1,805 will replace the old base fee, will have unlimited data, and will still include the modem fee.