

MINUTES
RECREATION & FACILITIES COMMITTEE MEETING
February 18, 2025

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation & Facilities Committee was held on February 18, 2025, at 7:21 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman MacGregor (phone), Commissioner Dressler, Comm Reps Beranek, Bettencourt, Henderson, and Kulkarni

Absent: Comm Rep Ostermeyer

Also Present: Executive Director Talsma, Deputy Director Bechtold, Director of Parks, Planning & Maintenance Hugen, Director of Administrative Services Rivas, Executive Assistant Flynn, Superintendent of IT Agudelo

Audience: President Chhatwani, Commissioners Evans, McGinn, and Friedman, Comm Rep Dowling

2. Approval of Agenda:

Comm Rep Beranek made a motion, seconded by Comm Rep Bettencourt, to approve the agenda as presented. The motion carried by voice vote.

3. Approval of the Minutes:

Comm Rep Bettencourt made a motion, seconded by Comm Rep Beranek, to approve the minutes of the January 21, 2025, meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

Executive Director Talsma introduced Amy Rivas, our new Director of Administrative Services, who started her position on Monday, February 17.

5. Old Business:

None

6. **New Business:**

A. Bridges Patio Furniture / M25-015

Comm Rep Beranek made a motion, seconded by Comm Rep Bettencourt to recommend to the full board the approval to purchase patio furniture from The Prestwick Group DBA Sister Bay Furniture for a total of \$57,726.20.

Deputy Director Bechtold noted that the District had patio furniture on the back patio at Bridges of Poplar Creek that has reached the end of its useful life. Staff wanted to match the furniture at Toptracer to keep the continuity. The low bidder was Prestwicke Group. This is a 1:1 item replacement for the current furniture.

Commissioner McGinn asked how we will dispose of the old furniture. Deputy Director Bechtold said we would move some to the beer garden, and some will be sent to a recycler.

The motion carried by voice vote.

B. Recreation Board Report / M25-013

Comm Rep Bettencourt made a motion, seconded by Comm Rep Beranek to forward the February Recreation Board Report to be included in the February Executive Director's Report.

Executive Director Talsma highlighted the following:

- Our early bird camp enrollment began on January 15, and we are already over 600 camp registrants.
- We are introducing some new programs, including fencing, which is taking place at Willow Rec Center now, but we are hoping to move to Triphahn Center.
- We are co-hosting a pickleball tournament with the Windy City Bulls on Sunday afternoon at the NOW Arena. This is the semi-finals and championship rounds of a tournament that started with 102 teams and took place last weekend at The Club at Prairie Stone.

Commissioner Dressler asked about the Senior/Community Outreach Program Manager position. Executive Director Talsma said that staff has narrowed down the search to two finalists.

Commissioner Friedman asked if we have any girls flag football programs. Executive Director Talsma said we are hoping to get this going this year and will likely be more of a coop with Palatine and/or Schaumburg. It would include ages six to sixteen.'

The motion carried by voice vote.

C. Facilities and Marketing Board Report and 4Q2024 Goals / M25-005

Comm Rep Beranek made a motion, seconded by Comm Rep Bettencourt, to forward the Facilities & Marketing February Board Report to be included in the February Executive Director's Report.

Deputy Director Bechtold highlighted the following:

- The Bridges of Poplar Creek event schedule is out, and registration has opened for several events.
- The Food/Beverage event schedule will be published soon (events in beer garden included).
- The Club membership is up to 3,107 members and continues to climb. The average age is 44, which is down from 48 during pre-renovation years.
- Brian Wright won a marketing award at the IAPD/IPRA Conference for a short video and placed 4th for the website update at The Club.

Comm Rep Dowling asked what the Preferred Tee Time contract is. Deputy Director Bechtold explained that this is for people who play every Saturday and/or Sunday. They pay ahead for the license to reserve that time but still pay regular fees.

Everyone present watched the award-winning video created by Brian Wright.

The motion carried by voice vote.

7. **Committee Member Comments:**

Commissioner Dressler thanked Craig and staff for working on the Foundation Days, where selected days as different facilities will admission fees go toward the Friends of HEParks Foundation, in support of the scholarship fund.

8. **Adjournment:**

Comm Rep Beranek made a motion, seconded by Comm Rep Bettencourt to adjourn the meeting at 7:40 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Cindy Flynn
Executive Assistant

The following questions were asked and answered via email prior to the meeting:

1. The minutes refer to the younger characteristics of the Club membership. Can the demographics of the membership be captured through Club membership applications for a more precise understanding of the user profile?

Yes we are able to pull our age demographics from our software.

2. The minutes also refer to Life Fitness bike as the “winner.” What other options were provided, and to whom?

We explored many options for the Spin Bikes. The Life Fitness unit was selected by our management team. Based on product reviews, member input, and even discussions with service providers who repair this type of equipment. The demo unit was in the facility for almost three months.

3. Why was the timer at the Club’s steam room replaced?

The timer was broken.

- 3a. Will the Club be sponsoring another 5K in May with Anderson Humane and Duck Pond?

We are exploring another 5K this season (Dick Pond was the main sponsor last year). We will highlight details in our monthly report when finalized.

4. Just a suggestion. Thursday evening around 6 pm, there were five cars waiting to get into the Club parking lot. The main drive in is not really a two-car lane with cars getting ever larger. Perhaps making one way in to the left and out the other. And similarly in the back lot.

The parking lot, though busy at times, meets all village code and directional patterns that they established.

5. What is the status of the flag at Bo park? Any delivery date yet?

The flagpole is still broken. We will update when this is repaired..

6. To better understand the purchase process, I have the following inquiries. Am I correct in my understanding that Sourcewell is a self-sustaining government agency, paid by vendors? And that the coop feature is derived from different agencies agreeing to use the procurement services of the organization based in Minnesota. And that Board in Minnesota needs to approve a procurement request for solicitation?

Cooperative purchasing is “Procurement conducted by, or on behalf of, one or more Public Procurement Units” as defined by the American Bar Association Model Procurement Code for State and Local Governments.

Sourcewell is not a government agency, but a coop where analysts streamline the procurement process by developing RFPs and IFBs for national, competitive solicitations that meet or exceed local requirements. Their rigorous process is continually refined to best meet

the needs of participating agencies and allows us to offer exceptional products from nationally acclaimed suppliers.

7. I noticed Sourcewell was not used for the patio furniture \$57,000. Are there criteria when Sourcewell is or is not used? I did notice the furniture purchased matches what is currently at the Golf club.

In order to match the furniture, we utilized the same company for our previous furniture purchase for Toptracer. This specific furniture was not available on Sourcewell, so therefore we went to bid. As mentioned previously, purchases from Sourcewell are bid-exempt.

8. I did not see Direct Fitness Solution on the Sourcewell MN vendor list. Does each state have a separate vendors list? Is one objective of the coop to give priority to local/community suppliers?

Direct Fitness Solution is a sales company that sells products on the Sourcewell contract. As noted in the memo the Sourcewell Contract #052324PC. Neither Sourcewell nor the Park District give priority to local suppliers as we must purchase based on cost.