



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

July 10, 2025

IMPORTANT NOTE REGARDING THE CONDUCT OF THIS MEETING

NOTICE IS HEREBY GIVEN that Section 7(e) of the Open Meetings Act (the "Act"), which provided that open or closed meetings of a public body, including its committees thereof, may be conducted by audio or video conference without physical presence of a quorum of its members, will no longer be in effect as of May 11, 2023 because Governor Pritzker's disaster declaration related to the COVID 19 pandemic expires on that date. Accordingly, the physical quorum of the Board of Park Commissioners of the Schaumburg Park District (the "Park Board") and of each of its committees, must be physically present for a member or members of the Park Board, or committee, to attend such meeting electronically, and then only in accordance with Part I of Schaumburg Park District Ordinance No. 20-04-1P, "AN ORDINANCE DEFINING MEETING AND ADOPTING PROCEDURES FOR ELECTRONIC ATTENDANCE AT MEETING (PART I) AND SPECIAL RULES AND PROCEDURES DURING THE COVID-19 PANDEMIC PURSUANT TO GOVERNOR PRITZKER'S EXECUTIVE ORDER NO. 2020-17 (PART II)" adopted April 9, 2020.

Nevertheless, as an accommodation to the press and public, and because of the limited size of the Board Room in the Jerry Handlon Administration Building, 235 East Beech Drive, Schaumburg, Illinois, 60193, the Park Board will continue to conduct its meetings in person and electronically.

Accordingly, members of the public are encouraged to consider attending the Park Board meeting remotely by utilizing the Zoom conference application either by calling the following telephone conference number (312) 626-6799, or by utilizing the Join Zoom Meeting link <https://us02web.zoom.us/j/4887767687>, and in either case to participate you must utilize the following Meeting ID: 488 776 7687. A link to said Zoom Meeting will also be available on the Schaumburg Park District web site www.parkfun.com by clicking on the link for the July 10, 2025 Park Board meeting at the regularly scheduled date and time of said meeting.

The meeting minutes reflect the means by which individuals participated in the meeting. Those physically present at the Schaumburg Park District's Jerry Handlon Administration Building are denoted by "PP". Those participating via electronic means only are denoted by "EM".

CALL TO ORDER

President Schmidt called the meeting to order at 6:30 p.m. Commissioners present at the meeting included Commissioners Trudel (PP), Mayle (PP), Longueil (PP), Berg, Jr. (EM), and Schmidt (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Ward (PP), Director of Operations; Mr. King (PP), Director of Parks and Planning; Mr. Parsons (PP), Director of Golf Operations; Mr. Sienkiewicz (PP), Director of Communications & Marketing; Ms. Mielitz (PP), Manager of Human Resources; Mr. O'Donnell (PP), Director of Finance & Administration; Ms. Simross (PP), Manager of Aquatics & Fitness; Ms. Lucena (PP), Communications Specialist; Mr. Vargas (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public in attendance included Rob Hager (PP), Rich Osten (PP), Laura Derbak (PP), Arduus Bradley (PP), Anne Flannery (PP), Leigh Moll (PP), Kathleen Stephansen (PP), Lee Hirstein (PP), Kathy Beach (PP), Mary Therese Jean (PP), Greg Derbak (PP), Sue Abraham (PP), and Irene Peterson (PP).

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

It was moved by Commissioner Mayle, seconded by Commissioner Trudel, to approve the agenda as presented.

Ayes: Commissioners Trudel, Mayle, Longueil and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

PRESENTATIONS/INTRODUCTIONS

Quarterly Shout-Out Awards

Mr. LaFrenere recognized the second quarter peer-nominated Shout-Out award winners which included:

Full-time

Austin King (Parks)
Kyle Wenz (Spring Valley)
Stacy Johnson (Recreation)
Shawn Hammer (Marketing)

Part-time

Kayla Barsch (Spring Valley)
Caroline Bezik (Spring Valley)
Elizabeth Hammon (Spring Valley)
Julian Rios (Aquatics)

Congratulations to all the winners.

Proclamation of July as Recreation Month

Commissioner Schmidt stated that the Village of Schaumburg has proclaimed July as Recreation Month in Schaumburg.

APPROVAL OF MINUTES OF JUNE 12, 2025 REGULAR MEETING

It was moved by Commissioner Trudel, seconded by Commissioner Longueil, to approve the minutes of the June 12, 2025 regular meeting as presented.

Ayes: Commissioners Trudel, Mayle, Longueil and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrener shared a note from a resident who was working out at Meineke during the fire incident and commended the staff on their great job during the emergency situation.

Audience Comments

Laura Derbak, Arduus Bradley, Anne Flannery, Leigh Moll, Kathleen Stephansen, Lee Hirstein, Kathy Beach, Mary Therese Jean, Sue Abraham, and Irene Peterson stated their requests to have aqua fitness classes at Bock pool during the summer season.

COMMITTEE REPORTS

Finance Committee

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill lists and financial statements as well as the Bond Sale announcement.

Joint Advisory Committee

Commissioner Trudel stated that the Joint Advisory Committee met on June 24 and the next meeting is scheduled for September 23.

APPROVAL OF APPROVED & PREVIOUSLY PAID BILL LISTS

Commissioner Mayle reported that the Finance Committee met this evening and approved the following approved bill list and previously paid bill list:

General Fund	\$106,915.47
Recreation Fund	130,847.24
Liability Insurance	297.95
Internal Service Fund	165,163.89
Capital Projects	<u>202,872.03</u>

TOTAL APPROVED	<u>\$606,096.58</u>
General Fund	\$102,262.74
Recreation Fund	398,144.38
Liability Insurance	60,959.72
IMRF/Retirement	1,173.56
Internal Service	69,077.90
Capital Projects	<u>1,326,370.62</u>
TOTAL PAID	<u>\$1,957,988.92</u>

It was moved by Commissioner Mayle, seconded by Commissioner Longueil to approve the approved main bill list in the amount of \$606,096.58 and the previously paid bill list in the amount of \$1,957,988.92 for a total of \$2,564,085.50 as presented.

Ayes: Commissioners Trudel, Mayle, Longueil and Schmidt
 Nays: None
 Absent: Commissioner Berg

The motion carried.

Engineer Capital Projects	\$210,183.60
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It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the approved Engineer bill list in the amount of \$210,183.60 as presented.

Ayes: Commissioners Trudel, Mayle, Longueil, and Schmidt
 Nays: None
 Absent: Commissioner Berg

The motion carried.

INFORMATION ITEMS

Bond Sale Announcement

Mr. O'Donnell stated that the district plans to sell bonds in the fall and more information will be provided in an upcoming board meeting.

Department Updates & Upcoming Events

Mr. LaFrenere gave a shout-out to staff for their efforts during the Meineke fire situation and thanked all departments for coming together, setting an example of teamwork, and taking care of our patrons. Staff across the district continue to do a great job, as seen during all of our special events.

Mr. O'Donnell stated that the Finance staff have been preparing for the year-end audit. The auditors will be conducting on-site fieldwork starting the week of July 28. The June month-end close is currently in progress. Work also continues on finalizing the replacement software for the purchase order system. A suitable solution has been found, and the team is now working through pricing. In addition, the team is handling some

insurance requests related to the Meineke incident. The IT department has completed implementation of the UKG payroll system, which is now in full use. Door access readers have been installed at all facilities. The IT team inspected all network equipment at Meineke and confirmed there was no damage. IT staff also assisted in relocating Sport Center staff for the lobby renovations. Off-site backups of key servers were successfully tested.

Mr. King stated that Parks staff have been busy preparing Olympic Park for all the summer camps. With SAA's season winding down, ballfield maintenance is underway. Staff have also been performing mid-season cleanup, including pruning and weeding. They are supporting the Recreation Department by building props for the upcoming play performances. The state fire marshal conducted fuel inspections at 601 and the golf course. A volunteer group will be cleaning up Olympic Park this weekend. Spring Valley staff are working on native plant maintenance. The Parks Department hosted a quarterly NWSRA parks meeting, with six districts in attendance. Playground renovations continue at Eagle and Hoover Parks and are scheduled for completion before school begins; afterward, work will shift to Jaycee Park. Seal coating and paving work is being coordinated. Engineers are working on permits for the Gray Farm and Lancer Creek projects. Planning is also underway for Olympic Park softball field renovations, set to begin over Labor Day weekend.

Mr. Parsons stated that summer programs are currently at their midpoint and are progressing well. In June, 11,829 rounds of golf were played—3% more than in June 2024. Upcoming shotgun outings are scheduled for July 11, 16, and 23. A Titleist golf ball fitting event took place today. Mr. Parsons thanked Shane Ritchie and the entire grounds staff for maintaining the golf course in excellent condition, despite the challenging weather.

Mr. Sienkiewicz reported that the fall program guide is at the printer and will be posted online on July 28. Staff have been collaborating with the Village on messaging related to the new ordinance on e-scooters and e-bikes. A splashpad social media video has garnered over 100,000 views and received positive feedback. Staff also worked with the Cultural Arts team on new signage at the Elev8 studio. Mr. Sienkiewicz reminded everyone about the upcoming Links Technology Cup golf outing on August 13.

Ms. Mielitz stated that there have been numerous staff recognitions this month, including the Q2 Shout-Out winners and two milestone anniversaries. The annual part-time employee picnic is scheduled for July 30 at Atcher Island. Due to strong participation in the June Wellness Steps Challenge, it will continue as an annual event. The Health and Safety Committee met this week and is finalizing updates to policies and plans, which will be presented to the Board at upcoming meetings.

Mr. Ward explained the decision to conduct the Meineke renovation project in two phases to keep the building open for patron use, rather than fully shutting it down. He also gave a shout-out to the Olympic Park grounds crew, who worked hard after heavy rain to keep the fields playable for the tournament. Summer swim lessons currently have 800 participants. The Heritage Farm Visitor Center is awaiting a permit from MWRD to allow occupancy. Facility staff handled 820 service requests during the month of June. Staff have participated in various district-wide training sessions. The Health and Safety team met multiple times with PDRMA, who will soon be visiting to assess and grade the

district. Recent special events include this evening's Movie in the Park, as well as performances of *Wicked* and *SpongeBob* scheduled for this weekend. Preschool enrollment continues to grow. Spring Valley hosted 31,000 visitors in June, including 15,000 at Bison's Bluff and 946 attending various Monarch butterfly releases. Senior programs remain strong, with many new outings planned, to be featured in the upcoming fall program guide.

IAPD/IPRA Committee Updates

There were no updates.

ACTION ITEMS

Review of Executive Session Minutes & Resolution

It was moved by Commissioner Longueil, seconded by Commissioner Mayle, to approve Resolution 25-07-1P, a resolution approving the Executive Session minutes and determining which minutes to release or hold.

Ayes: Commissioners Trudel, Longueil, Mayle, and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

Board and Staff Educational Conferences (Memos #E25-128)

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the educational conference expenses as presented.

Ayes: Commissioners Trudel, Longueil, Mayle, and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

Executive Director Contract & Resolution

It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the Fifteenth Amended Employment Contract between Executive Director, Anthony LaFrenere, and Schaumburg Park District and adopt Resolution 25-7-2P, a resolution authorizing the execution of the Fifteenth Amended Employment Contract between Anthony LaFrenere and the Schaumburg Park District.

Ayes: Commissioners Trudel, Longueil, Mayle, and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

2025 Seal Coating Bids (Memo #P25-128)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to award the bid for 2025 seal coating projects to the lowest bidder, Patriot Pavement Maintenance, Inc., for an amount not to exceed \$73,239.13 and adopt Resolution 25-07-3P, a resolution authorizing the execution of a contract between the Schaumburg Park District and Patriot Pavement Maintenance, Inc.

Ayes: Commissioners Trudel, Longueil, Mayle, and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

NEW BUSINESS

Mr. LaFrenere stated there was no new business.

OTHER ITEMS

Mr. LaFrenere stated that there were no other items.

ADJOURN TO EXECUTIVE SESSION


Commissioner Schmidt stated that there will be no Executive Session.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Trudel, seconded by Commissioner Longueil to adjourn the regular Park Board meeting at 7:22 p.m.

Ayes: Commissioners Trudel, Longueil, Mayle, and Schmidt
Nays: None
Absent: Commissioner Berg

The motion carried.

By: 
Assistant Secretary



SCHAUMBURG PARK DISTRICT

PARK BOARD REGULAR MEETING Sign-In Sheet

July 10, 2025

<u>Name</u>	<u>Address</u>
Roster	1620 STRATTON POND
Bob Mager	525 CREIGHTON LN
Laura Dubak	929 Carlton
Arden Bradley	610 Randi, HE
ANNE FLANNERY	1744 BIESTERFIELD RD EG
Leigh Woll	635 Randi LN HE
Kathleen Stephansen	116 Glenridge Ln Sch.
Lee Hingstein	2442 Charleston Dr.
Kathy Beach	315 Pochet Ct.
Mary Therese Jean	2830 Meadow Lane
GREG DEBBAL	929 CARLTON LN. SEIT
Sue Abraham	835 Beech
Irene Peterson	1439 Colby Ln Sch



**SCHAUMBURG
PARK DISTRICT**

**Thursday, July 10, 2025
Park Board Regular Meeting**

MEETING AGENDA

**Handlon Administrative Building
235 E. Beech Drive
Schaumburg, IL 60193
6:30 p.m.**

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A. Opening Items

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda

B. Presentations/Introductions

1. Quarterly Shout-Out Awards
2. Proclamation of July as Recreation Month

C. Approval of Minutes

1. Approval of Minutes of June 12, 2025 Regular Meeting

D. Communications

1. Mail
2. Audience Comments

E. Committee Reports

1. Finance Committee
2. Joint Advisory Committee

F. Bill List

1. Approval of Approved & Previously Paid Bill List
2. Approval of Approved Engineer Bill List

G. Information Items

1. Bond Sale Announcement
2. Department Updates & Upcoming Events
3. IAPD/IPRA Committee Updates

H. Action Items

1. Review of Executive Session Minutes & Resolution
2. Board and Staff Educational Conferences (Memo #E25-128)
3. Executive Director Contract & Resolution
4. 2025 Seal Coating Bids and Resolution (Memo #P25-128)

I. New Business

J. Other Items

K. Adjournment to Executive Session

1. Personnel 2(c)(1)

L. Adjournment

1. Adjourn the Meeting

Mission: The Schaumburg Park District is dedicated to serving the community by providing versatile leisure opportunities through enriching programs, quality facilities and environmental stewardship.