



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

August 14, 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 August 14, 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

Commissioner Berg called the meeting to order at 6:31 p.m. Commissioners present at the meeting included Commissioners Trudel (PP), Mayle (PP), Longueil (PP), Berg, Jr. (PP) and Schmidt (EM).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. O'Donnell (PP), Director of Finance & Administration; Mr. King (PP), Director of Parks and Planning; Mr. Ward (PP), Director of Operations; Mr. Parsons (PP), Director of Golf Operations; Mr. Sienkiewicz (PP), Director of Communications & Marketing; Ms. Mielitz (EM), Manager of Human Resources; Ms. Chapa (PP), Superintendent of Facility Operations; Mr. Gangler (EM), Superintendent of Recreation Facilities; Ms. Ali (PP), Communications Specialist; Mr. Paine (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public included Rob Hager (PP) and Rich Osten (PP).

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

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

The motion carried.

PRESENTATIONS/INTRODUCTIONS

There were none.

APPROVAL OF MINUTES OF JULY 10, 2025 REGULAR MEETING

It was moved by Commissioner Mayle, seconded by Commissioner Trudel, to approve the minutes of the July 10, 2025 regular meeting as presented.

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

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrene stated that there were a couple of notes received. The first is from a resident near Volkening Lake thanking Todd King for responding to their inquiry into the wildlife and the lake. A second note was received thanking Alex Bonarirgo for his great work with all the senior trips and adventures!

Audience Comments

There were none.

COMMITTEE REPORTS

Finance Committee

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill list, financial statements and the NWSRA assessment.

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	\$61,879.67
Recreation Fund	125,529.07
Audit	10,000.00
Internal Service Fund	190,173.49
Capital Projects	<u>442,291.82</u>
TOTAL APPROVED	<u>\$829,874.05</u>
General Fund	\$93,240.09
Recreation Fund	543,792.46
Liability Insurance	61,226.63
IMRF/Retirement	2,830.63
Internal Service	25,252.04
Capital Projects	<u>700,679.19</u>
TOTAL PAID	<u>\$1,427,021.04</u>

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the approved bill list in the amount of \$829,874.05 and the previously paid bill list in the amount of \$1,427,021.04 for a total of \$2,256,895.09 as presented.

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

The motion carried.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere expressed his appreciation for all full- and part-time staff for their excellent work as the busy summer season winds down. There have been many special events, such as the well-attended National Night Out and the Links Cup Foundation event. These events are a testament to our staff from all departments across the district who coordinated and hosted the events for our community. Mr. LaFrenere also expressed appreciation for the participation of other government agencies (Village, Township, Library, Police Department) and our Park Partners Wintrust, Ascension, Links Technology, and Divine Signs in our events. He thanked staff from all departments for their hard work, which is greatly appreciated. Mr. LaFrenere added that the preliminary results from the community survey were shared, and they were very positive. These results will be incorporated into the Master Plan and shared at the next Joint Advisory Committee meeting.

Mr. O'Donnell stated that the Finance department is in talks with the natural gas wholesaler, and staff are looking into new rates as the contract is set to expire later this year. Staff are gathering financial information for PDRMA-related property and casualty insurance, as well as analysis related to the fire at MRC. Mr. O'Donnell stated that it looks like there may not be much to claim from the incident. The audit process is moving towards the end of the annual audit, and staff hope to have the first draft by early September. Work continues on the July month-end close and finding a replacement for the purchase order system. The IT team continues to work on a few items with the new timekeeping system, UKG. Research is underway on a new maintenance work order system for Parks and Facilities staff. Thin Clients are being tested for an upcoming upgrade.

Mr. King stated that school sites are being cleaned up by the beginning of the new school year. Eagle Park had a ribbon cutting for their new playground opening. Staff are coordinating items for the Village's annual Septemberfest event. Ballfields and equipment are being prepped for SAA's fall season. Preparations are underway for SAA's Soccerfest weekend. Native areas are having annual maintenance performed. The Fire Department held their annual softball tournament at Olympic and Campanelli Parks. Hoover Playground is about 2-3 weeks behind schedule, but work is continuing. Tennis and basketball courts are being color coated. Seal coating is being coordinated at various facilities. Paving took place at CRC's middle lot during the annual Water Works shutdown. Mr. King was invited to attend the Village of Schaumburg's OSLAD meeting for the new 90 North area. Commissioner Trudel offered his compliments on the very detailed behind-the-scenes work that takes place where residents do not realize what is taking place to keep things looking great.

Mr. Parsons stated that the golf course had 12,179 rounds of golf played during the month of July, slightly behind July 2024. The 2025 season has had over 45,000 rounds to date. Mr. Parsons listed some of the upcoming shotgun outings taking place. The PGA junior league has wrapped up for the season with the All-star team finishing 3rd in the

sectionals. Staff are coordinating an in-house fall league for September and early October. There is a Callaway fitting day scheduled for August 22. The Schaumburg High School boys' and girls' teams have begun practice. The course is in great shape with all the heat and rain, and Mr. Parsons commended the grounds staff for all their hard work. Staff are working on the fall aerification schedule.

Ms. Ali shared the C&M department's gratitude for everyone's help and work at yesterday's Links Cup golf outing for the Park Foundation. The fall brochure and snapshot are out, and registration is currently underway. The team has been working with Operations staff on communications regarding facility enhancements taking place across the district. An article was submitted to the Daily Herald for their special "Schaumburg" section highlighting the new Heritage Farm Visitors Center. Staff will be participating again in the Septemberfest parade.

Ms. Mielitz stated that the part-time employee appreciation picnic was held on July 30. Work is now shifting to the full-time employee appreciation picnic on September 11 at Spring Valley. The annual ACA PCORI filing was completed and filed by the July 31 deadline. The Health and Safety Committee has been busy updating policies, and the updated Crisis Management Plan is up for approval later this evening. A Heat and Sun safety training was launched for staff via BambooHR. The Wellness Committee wrapped up the Hydration Challenge with 39 participants turning in a tracker. Ms. Mielitz announced the new hire, Laura Meyer, the new HR Specialist.

Mr. Ward gave a shout-out to the staff as the communication streams continue to evolve and progress. Mr. Ward thanked everyone who adjusted their schedules to include the VGB repair during the shutdown period. Atcher and MRC pools have closed for the season, while Bock pool will remain open to continue service as weather permits. Summer swim lessons had approximately 1,000 participants. National Night Out was a great success. STP hosted three USTA matches in July. Preschool enrollment continues to grow, with registration numbers increasing. KASPER has over 1,000 children enrolled for the upcoming school year, with most sites at full capacity. Spring Valley had approximately 1,200 children in summer camps, the Monarch program had 1,400 attendees, and Bison's Bluff had 12,000 visits, all in July. Mr. Ward gave a shout-out to the Facilities and Parks staff for their cooperative hard work during the STP annual maintenance and steam room repair, as well as during the Water Works annual maintenance shutdown. A significant amount of work is able to take place during these times. The Heritage Farm Visitors Center received the permit, so occupancy has now taken place. MRC's renovation is ahead of schedule and work continues to progress. Mr. Ward thanked the Marketing team for all of the patron signage during the renovations. The Sport Center lobby renovations are behind schedule due to a lack of communication and timeliness on the contractor's part. The Health and Safety Committee met to prepare for PDRMA's first inspection happening later this month and new training initiatives.

IAPD/IPRA Committee Updates

Commissioner Mayle stated that he and Commissioner Schmidt will be attending an accreditation meeting at Arlington Heights Park District next week.

ACTION ITEMS

Resolution for NWSRA Assessment (Memo #B25-141)

It was moved by Commissioner Mayle, seconded by Commissioner Berg, to approve the 2026/2027 fiscal year NWSRA assessment of \$724,505.79 and adopt Resolution 25-08-1P, the NWSRA Assessment Resolution as recommended by the Finance Committee.

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

The motion carried.

Crisis Management Plan (Memo #H25-139)

It was moved by Commissioner Longueil, seconded by Commissioner Trudel to approve the updated Crisis Management Plan as presented.

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

The motion carried.

Resolution for ReQlogic License Agreement (Memo #B25-140)

It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the purchase and implementation of a new purchase order system, ReQlogic, for an amount of \$58,631.25 and adopt Resolution 25-08-2P, a resolution approving the terms and authorizing the execution of an agreement between the Schaumburg Park District and Sikich LLC for a ReQlogic 1 site license implemented by Sikich LLC.

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

Mr. Hager asked about the term for the ReQlogic contract and renewal terms.

The motion carried.

Olympic Park Scoreboard Co-op Purchase (Memo #P25-142)

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the purchase of five Nevco scoreboards through the Sourcewell cooperative purchase program in the amount of \$161,823.25.

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

The motion carried.

IMRF – Nominating Petition (Memo #E25-143)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve the nominating petition for Brian Townsend to run for election to the IMRF Board of Trustees and adopt Resolution 25-08-3P, a resolution nominating Brian Townsend for the position of Executive Trustee of the Illinois Municipal Retirement Fund.

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

Commissioner Berg stated that this item highlights the cooperative efforts with our agency partners.

The motion carried.

Emergency CRC VGB Upgrade (Memo #F25-144)

It was moved by Commissioner Mayle, seconded by Commissioner Longueil to authorize the allocation of funds for an emergency repair by Stuckey Construction Company for the Water Works VGB replacement and repair during the current shutdown period, in an amount not to exceed \$73,049 and adopt Resolution 25-08-4P, a resolution ratifying and approving the emergency expenditure of funds without competitive bidding for the repair of certain portions of the Schaumburg Water Works.

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

Staff Educational Conference (Memo #E25-145)

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

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

Emergency Expenditure for Repair of STP's Steam Room (Memo #F25-146)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve an emergency repair at STP by Accurate Industries for an amount not to exceed \$124,598 (plus \$4,120 for a replacement door if needed) bypassing the bidding process and adopt Resolution 25-08-5P, a resolution ratifying and approving the emergency expenditure of funds without competitive bidding for the repair of certain portions of the Schaumburg Tennis Plus and Fitness Club.

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

NEW BUSINESS

Mr. LaFrenere stated there was no new business.

OTHER ITEMS

Mr. LaFrenere stated that there were no other items.

ADJOURNMENT TO EXECUTIVE SESSION

It was moved by Commissioner Mayle, seconded by Commissioner Trudel, to adjourn to Closed Session at 7:21 p.m. for the purpose of discussing personnel under section 2(c)(1).

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


Mr. LaFrenere stated that there will not be any action taken following the Closed Session. Once adjourned, the public meeting will not be reconvened.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Trudel, seconded by Commissioner Longueil to adjourn the regular Park Board meeting at 7:40 p.m.

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

The motion carried.

By: 
Assistant Secretary



August 14, 2025

Address

525 CREIGHTON

1620 STRATION PONA

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**SCHAUMBURG
PARK DISTRICT**

**Thursday, August 14, 2025
Park Board Regular Meeting**

MEETING AGENDA

Jerry Handlon Administration 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

C. Approval of Minutes

1. Approval of Minutes of July 10, 2025 Regular Meeting

D. Communications

1. Mail
2. Audience Comments

E. Committee Reports

1. Finance Committee

F. Bill List

1. Approval of Approved & Previously Paid Bill List

G. Information Items

1. Department Updates & Upcoming Events
2. IAPD/IPRA Committee Updates

H. Action Items

1. Resolution for NWSRA Assessment (Memo #B25-141)
2. Crisis Management Plan (Memo #H25-139)
3. Resolution for ReQlogic License Agreement (Memo #B25-140)
4. Olympic Park Scoreboard Co-op Purchase (Memo #P25-142)
5. IMRF - Nominating Petition (Memo #E25-143)
6. Emergency CRC VGB Upgrade (Memo #F25-144)
7. Staff Educational Conference (Memo #E25-145)
8. Emergency Expenditure for Repair of STP's Steam Room (Memo #F25-146)

I. New Business

J. Other Items

K. Adjournment to Executive Session

1. Litigation 2(c)(11)

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.