



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

September 11, 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 September 11, 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 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. (PP) and Schmidt (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. O'Donnell (PP), Director of Finance & Administration; 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 (PP), Manager of Human Resources; Mr. Gangler (PP), Superintendent of Recreation Facilities; Ms. Simross (EM), Manager of Aquatics & Fitness; Ms. Lucena (PP), Communications Specialist; Mr. Paine (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public present included Carol Ortner (PP), Chris Sobieski (PP), Sandra Gossen (PP), Nicholas Micaletti (PP), and Rich Osten (PP).

Commissioner Schmidt stated that the Board of Park Commissioners has determined that it is in the public interest to issue \$10,000,000 General Obligation Limited Tax Park Bonds, Series 2025A, and \$3,054,250 Taxable General Obligation Limited Tax Park Bonds, Series 2025B.

Later in tonight's meeting under the Action Items portion of the agenda, the Board will take action on:

An Ordinance providing for the issue of \$10,000,000 General Obligation Limited Tax Park Bonds, Series 2025A, and \$3,054,250 Taxable General Obligation Limited Tax Park Bonds, Series 2025B, of the Schaumburg Park District, Cook County, Illinois, for the purpose of paying the costs of capital projects, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds and for the sale of said bonds to the purchaser thereof.

Copies of the Ordinance for the Series 2025A and Series 2025B Bonds have been made available to the Board members for each Park Commissioner's review prior to this evening, and copies of the Ordinance are now available on the District's website, www.parkfun.com, for review by members of the public and members of the media prior to consideration of the Ordinance by the Board later in tonight's meeting under the Action Items portion of the agenda.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

Ayes: Commissioners Trudel, Mayle, Longueil, Berg, and Schmidt

Nays: None
Absent: None

The motion carried.

PRESENTATIONS/INTRODUCTIONS

Mr. LaFrenere stated that there will be a Special Board meeting on Tuesday, September 23, 2025, to approve the bids for the roof at Schaumburg Golf Club immediately followed by the Joint Advisory Committee meeting.

APPROVAL OF MINUTES OF AUGUST 14, 2025 REGULAR MEETING

It was moved by Commissioner Trudel, seconded by Commissioner Mayle, to approve the minutes of the August 14, 2025 regular meeting as presented.

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

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrenere stated that the first note received was from a golf outing coordinator stating his appreciation for the staff, Mike and Larry, for their hard work. A second note was from an aquatic patron thanking staff for the removal of deteriorating baffling at Water Works.

Audience Comments

Carol Ortner, Chris Sobieski, Sandra Gossen and Nicholas Micaletti stated their preferences for Meineke Pool to remain open longer rather than moving to Bock Pool when the season nears its end. After a lengthy discussion, Mr. LaFrenere welcomed to discuss further at another agreed upon time.

COMMITTEE REPORTS

Finance Committee

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill list, financial statements and the fall bond issuance.

APPROVAL OF APPROVED & PREVIOUSLY PAID MAIN 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	\$26,061.87
Recreation Fund	121,688.97
Liability Insurance	452.51
Internal Service Fund	130,282.48
Capital Projects	<u>562,010.73</u>
TOTAL APPROVED	<u>\$840,496.56</u>

General Fund	\$85,135.62
Recreation Fund	222,676.10
Liability Insurance	61,195.84
IMRF/Retirement	5,329.09
Internal Service	18,443.13
Capital Projects	<u>1,383,778.57</u>
TOTAL PAID	<u>\$1,776,558.35</u>

It was moved by Commissioner Berg, seconded by Commissioner Mayle to approve the approved main bill list in the amount of \$840,496.56 and the previously paid bill list in the amount of \$1,776,558.35 for a total of \$2,617,054.91 as presented.

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

The motion carried.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere thanked all full-time and part-time staff for their hard work during the busy summer season. Mr. LaFrenere gave a shout-out to staff for the teamwork across the district that helped with Septemberfest including volunteering at the table, setting up and delivering items, cleaning up the parade route, building the float and walking in the parade. It was also a great opportunity to sponsor the volunteer T-shirts with the park district logo to remind the residents of our piece of the Septemberfest puzzle. Mr. LaFrenere highlighted a thank you note from the Aldrin staff and students about their new playground and Hoover's playground grand opening will be coming up in a couple of weeks.

Mr. O'Donnell stated that the Finance team are reviewing the first draft of the annual audit. The team was busy setting up the bond issue which is up for approval later tonight. Work is underway on the August month end close. The IMRF compliance review was completed and there were no significant findings of note and there were no recommended changes to the district's policies and procedures which are a testament to the tremendous work done by the Finance and HR departments, keeping the district running efficiently and in compliance. The Finance and IT departments are deploying a new purchase order system. Work has begun on calendars and timelines for next year's budget process. The IT team continue working on changes to the new UKG timekeeping system, deploying the new purchase order system, testing a new operations management software system, and a cybersecurity audit that is part of the risk management agency's recommendation.

Mr. King stated that Parks staff prepared the soccer fields and football fields for the start of SAA's seasons. Staff assisted with the cleanup from Septemberfest. Mr. King is coordinating with the Village for their 90 North event on September 27 as well as Hops and Props on September 13. SAA has helped coordinate field use for School District 54's Special Olympics event. Landscaping was updated and refreshed at STP. Mr. King held his annual Park Tour for two families. Spring Valley is coordinating an Eagle Scout project to plant trees. Seal coating took place at various locations. A contractor has been working on the new seating area outside of Water Works. Eagle and Hoover playgrounds are open, and work has begun at Jaycee Park's playground. A pre-construction meeting was held at Olympic Park for the new softball infields.

Mr. Parsons stated that August was busy at the golf course with just under 13,000 rounds played. Revenue was strong year to date. There are still a few shotgun outings scheduled for September. SGC is hosting the varsity boys' mid-suburban conference meet on September 25. The Turkey Shoot has twelve teams signed up. Registration is open for the S&H senior league banquet as well as the 2026 league season. The aerification process is underway and the course looks great. Congratulations to two PGA junior league members for qualifying for the Drive, Chip and Putt that will take place at Augusta National in April.

Mr. Sienkiewicz stated that C&M staff are working on the winter program guide and Snapshot. The Snapshot will be sent out earlier as more of a preview of the actual guide coming out. Staff have expanded the use of JotForm software for surveys and forms. Mr. Sienkiewicz thanked everyone for walking in the Septemberfest parade and for staff's hard work on the float. Staff continue to promote fall events and communicating constructions projects to keep patrons informed of work at the different facilities. The Park Foundation met last week, and Mr. Sienkiewicz attended the Schaumburg/Hoffman Rotary meeting where the Foundation Trustee and Commissioner Berg presented the KASPER Scholarship program.

Ms. Mielitz stated that Laura Meyer was hired as the new HR Specialist. Milestone service anniversaries that were celebrated included Mr. King (30 years), Stacy Johnson (20 years) and Mr. Sienkiewicz and Raymond McKenna (10 years). The annual full-time employee appreciation picnic was held this afternoon at the new Heritage Farm Visitors Center. The Health and Safety Committee have been completing the Essentials of Risk Management Review with PDRMA.

Mr. Ward thanked our partners at the Village of Schaumburg for the work on Pande Fountain. PDRMA inspections took place at Schaumburg Golf Club Maintenance, Spring Valley and 601 Morse where they all exceeded expectations. The annual Water Works shut down allowed for the completion of 22 goals. MRC exterior project is mostly complete for the preschool to resume in that building. Work has moved to the lobby and locker rooms. VGBs will be updated at Bock Pool when it closes. The bids have been returned for SGC roof and HVAC project. Free Fitness week is taking place this week with good attendance. Preschool programs have seen a 15% increase this year. KASPER's survey results are back and will be discussed in more detail at the Joint Advisory Committee meeting, but Mr. Ward shared two items where 93% of parents rated their child's enjoyment of the program as Excellent or Good and 99% feel their child is in a safe and supported environment with an ability to be heard. The senior

program attended 8 trips in August with 250 participants. The last Beer Garden of the season had the largest turnout with 500. Field To Feast was another great event at the new Visitors Center. Staff thanked J Power USA Development Corp for supplying labor and material in addition to a generous donation check to Spring Valley.

IAPD/IPRA Committee Updates

There were no updates provided.

ACTION ITEMS

Consideration and action on an Ordinance providing for the issue of \$10,000,000 General Obligation Limited Tax Park Bonds, Series 2025A, and approximately \$3,054,250 Taxable General Obligation Limited Tax Park Bonds, Series 2025B, of the Schaumburg Park District, Cook County, Illinois, for the purposes of paying the costs of capital projects, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds and for the sale of said bonds to the purchaser thereof. (Memo #B25-157)

Commissioner Schmidt stated that he will entertain a motion to adopt Ordinance 25-09-1P, an Ordinance providing for the issue of \$10,000,000 General Obligation Limited Tax Park Bonds, Series 2025A, and \$3,054,250 Taxable General Obligation Limited Tax Park Bonds, Series 2025B, of the Schaumburg Park District, Cook County, Illinois for the purposes of paying the costs of capital projects, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds and for the sale of said bonds to the purchaser thereof.

Commissioner Schmidt asked Mr. O'Donnell to provide additional information about the sizing and structure of the Series 2025A and Series 2025B Bonds. Mr. O'Donnell stated that the issue will be a little more than \$13,000,000 broken down into two tranches, a tax-exempt tranche 2025A and a taxable tranche 2025B. The proceeds of the bonds will cover expenses for current year's capital funds.

Commissioner Schmidt asked Attorney Paine to summarize the Bond Ordinance for the Series 2025A and Series 2025B Bonds. Mr. Paine stated that the Series 2025A is a \$10,000,000 General Obligation Limited Tax Park Bonds and Series 2025B in the amount of \$3,054,250 Taxable General Obligation Limited Tax Park Bonds. There is a commitment to purchase the bonds from Schaumburg Park & Trust with an anticipated closing date of September 23, 2025 with a bond maturation date of December 1, 2026. The Series 2025A bonds will have an interest rate of 3.4% and the Series 2025B bonds will have an interest rate of 4.15%. The District will be working with Chapman and Cutler as bond counsel for the necessary paperwork to complete the sale.

Commissioner Schmidt asked if there were any further questions from the Board. There were none.

It was moved by Commissioner Berg, seconded by Commissioner Longueil, to approve the bond issue and adopt Ordinance 25-09-1P.

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

Absent: None

The motion carried.

St. Matthew Parking Lot License Agreement & Resolution (Memo #B25-158)

It was moved by Commissioner Trudel, seconded by Commissioner Berg to approve the Second Amendment to the St. Matthew Parking Lot License Agreement and adopt Resolution 25-09-2P, a resolution approving the terms and authorizing the execution of an amendment to the licensing agreement between the Schaumburg Park District and the Catholic Bishop of Chicago.

Ayes: Commissioners Trudel, Mayle, Longueil, Berg, and Schmidt

Nays: None

Absent: None

The motion carried.

Board Governance and Transparency Platform (Diligent Community) (Memo #B25-159)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve the contract of a new Board Governance and Transparency platform with Diligent Community and adopt Resolution 25-09-3P, a resolution approving the terms and authorizing the execution of a contract with Diligent Community.

Ayes: Commissioners Trudel, Mayle, Longueil, Berg, and Schmidt

Nays: None

Absent: None

The motion carried.

Ordinance for Disposal of Surplus Property (Memo #P25-160)

It was moved by Commissioner Berg, seconded by Commissioner Trudel to approve the disposal of surplus equipment as presented and adopt Ordinance 25-09-4P, and ordinance authorizing the disposal of certain surplus property owned by the Schaumburg Park District.

Ayes: Commissioners Trudel, Mayle, Longueil, Berg, and Schmidt

Nays: None

Absent: None

The motion carried.

Bid Limit Change (Memo #O25-161)

It was moved by Commissioner Mayle, seconded by Commissioner Berg to approve the proposed bid limit changes to the Purchasing Policy and Emergency Expenditures Policy as presented.

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

The motion carried.

Intergovernmental Agreement with the Village of Schaumburg for Volkening Lake Pathway Projects (Memo #P25-162)

It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the Intergovernmental Agreement with the Village of Schaumburg for Volkening Lake Pathways Projects and adopt Resolution 25-09-5P, a resolution approving the terms and authorizing the execution of an Intergovernmental Agreement between Village of Schaumburg and Schaumburg Park District for the Schaumburg High School bike path from Volkening Lake to Schaumburg High School project.

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

The motion carried.

Non-Mandated Reporter Policy (Memo #H25-163)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve the new Non-Mandated Reporter Policy as presented.

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

The motion carried.

NEW BUSINESS

Mr. LaFrenere stated there was no new business.

OTHER ITEMS

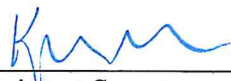
Mr. LaFrenere stated that there were no other items.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Berg, seconded by Commissioner Trudel to adjourn the regular Park Board meeting at 7:30 p.m.

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

The motion carried.

By:  _____
Assistant Secretary



**SCHAUMBURG
PARK DISTRICT**

**Thursday, September 11, 2025
Park Board Regular Meeting**

MEETING AGENDA

Jerry Handlon Administration Building
235 E. Beech Drive
Schaumburg, IL 60193

6:30pm

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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 August 14, 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. Consideration and action on an Ordinance providing for the issue of \$ General Obligation Limited Tax Park Bonds, Series 2025A, and approximately \$ Taxable General Obligation Limited Tax Park Bonds, Series 2025B, of the Schaumburg Park District, Cook County, Illinois, for the purposes of paying the costs of capital projects, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds and for the sale of said bonds to the purchaser thereof. (Memo #B25-157)

2. St. Matthew Parking Lot License Agreement & Resolution (Memo #B25-158)

3. Board Governance and Transparency Platform (Diligent Community) (Memo #B25-159)

4. Ordinance for Disposal of Surplus Property (Memo #P25-160)

5. Bid Limit Change (Memo #O25-161)

6. Intergovernmental Agreement with the Village of Schaumburg for Volkening Lake Pathway Projects (Memo #P25-162)

7. Non-Mandated Reporter Policy (Memo #H25-163)

I. New Business

J. Other Items

K. 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.

