



## SCHAUMBURG PARK DISTRICT

### MINUTES OF THE FINANCE COMMITTEE REGULAR MEETING

SCHAUMBURG PARK DISTRICT  
235 EAST BEECH DRIVE  
SCHAUMBURG, ILLINOIS

November 13, 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-IP, "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 Finance Committee will continue to conduct its meetings in person and electronically.

Accordingly, members of the public are encouraged to consider attending the Finance Committee 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](http://www.parkfun.com) by clicking on the link for the November 13, 2025 Finance Committee 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 Mayle called the meeting to order at 6:00 p.m. Present at the meeting were Commissioners Trudel (PP), Berg, Jr. (PP), Longueil (PP), Mayle (PP) and Schmidt (PP), Committee member Hager (PP). Mr. Osten was absent. The Finance Committee Members include Commissioners Berg, Longueil, and Mayle, Mr. Hager and Mr. Osten.

Also present were Mr. O'Donnell (PP), Director of Finance & Administration; Mr. Ward (PP), Director of Operations; Mr. King (PP), Director of Parks & Planning; Mr. Sienkiewicz (PP), Director of Communications and Marketing; Ms. Chapa (PP), Superintendent of Facility Operations; and Ms. Riddle (PP), Executive Assistant.

**NOTE:** All requests for information/clarification called in by Committee members were answered prior to the meeting, and any needed corrections were made to the bill list.

## **APPROVAL OF MINUTES OF OCTOBER 9, 2025 FINANCE COMMITTEE REGULAR MEETING**

It was moved by Commissioner Berg, seconded by Mr. Hager to approve the minutes of the October 9, 2025 Finance Committee regular meeting as presented.

Ayes: Commissioners Berg, Longueil and Mayle, Mr. Hager  
Nays: None  
Absent: Mr. Osten

The motion carried.

## **BILL LIST REVIEW**

It was moved by Mr. Hager, seconded by Commissioner Schmidt to recommend that the Park Board approve the bill list in the amount of \$1,789,265.63 as presented.

Ayes: Commissioners Berg, Longueil and Mayle, Mr. Hager  
Nays: None  
Absent: Mr. Osten

The motion carried.

## **FINANCIAL STATEMENT REVIEW**

Mr. O'Donnell reviewed the financials through the month of September, halfway through the fiscal year. Mr. O'Donnell began with the General Fund. There is an adjusted net loss in the overall year-to-date column of \$1,622,777 compared to a net surplus in the prior year. Mr. O'Donnell stated that the variance is due to the timing of real estate tax receipts. Taking the real estate taxes out of the equation, the General Fund has a net surplus of \$1,739,000. This amount is a \$600,000 decrease from last year due to year over year decrease in interest rates. Other Revenue was up for the month due to the timing of surplus

sales. Under Expenses, Employee Benefits continue to trend higher due to higher volumes of higher cost claims and pharmacy benefits. Mr. O'Donnell is projecting an adjusted net surplus of \$2,285,473.

The Recreation Fund reported a year-to-date adjusted net surplus of \$1,793,131 through September. Taking the timing of Real Estate Taxes out of the discussion, the adjusted net surplus is in line with last year. Revenue was up from the prior year due to program fees. Mr. Ward highlighted that the program fees are not due to fee increases, but rather an increase in participation numbers. Under Expenses, Part-time Salaries were up for the month due to program instructor and lifeguard wages as Bock Pool's season was extended with the favorable weather. Employee Benefits are trending higher, but they are still in a good place with the budget. Contractual expenses were higher due to timing of payments and will be righted next month. Mr. O'Donnell is projecting an adjusted net surplus of \$1,287,089.

In the Golf Course Fund, Mr. O'Donnell pointed out the current year's year-to-date percentage of budget column where Total Revenue is at 92% of budget through 75% of the golf course's season. User Fees continue to trend higher over last year. All expense lines are in line with last year. Contractual expenses are at 102% of budget due to the additional security expenses incurred. Mr. O'Donnell is projecting a net surplus of \$889,791.

The Preliminary Cash Balance as of September 30, 2025 is 55,558,631.56 and committed capital is \$24,151,649.18. Mr. O'Donnell noted that the park district will be paying approximately \$7,500,000 by December 1 for the repayment of the bonds that are currently outstanding.

In the Recreation Fund by Facilities, Mr. O'Donnell made the general note that all categories are in good shape compared to their budgets and many outperform the prior year. Overall, the news continues to be good.

#### **REVIEW OF PRELIMINARY TAX LEVY (MEMO #B25-192)**

It was moved by Mr. Hager, seconded by Commissioner Longueil, to recommend that the Park Board approve the preliminary tax levy as presented.

Ayes: Commissioners Berg, Mayle and Longueil, Mr. Hager  
Nays: None  
Absent: Mr. Osten

Mr. O'Donnell stated that each year at this time the Board is required to announce what would be the preliminary tax levy for the upcoming year which will be followed by the Tax Levy Ordinance in December which is the actual instruction to the county for levying the tax in our park district. There are two categories: Debt Service Levy used to pay all outstanding bonds coming due in the following year and the remainder are operational levies to support the operations of the District. The District is proposing an increase over last year due to an increase in the debt service levy and bringing it back in line with the historical borrowing levels following last year's reduction in bond sales. The increase in operating levies is driven by the need to replenish fund balances in the insurance fund and ADA fund over a multi-year period.

The motion carried.

**OTHER**

There was no other business.

**ADJOURNMENT**

There being no further discussion, it was moved by Commissioner Berg, seconded by Commissioner Longueil to adjourn the Finance Committee meeting at 6:23 p.m.

|         |                                                   |
|---------|---------------------------------------------------|
| Ayes:   | Commissioners Berg, Longueil and Mayle, Mr. Hager |
| Nays:   | None                                              |
| Absent: | Mr. Osten                                         |

The motion carried.





**SCHAUMBURG  
PARK DISTRICT**

**Thursday, December 11, 2025  
Finance Committee Regular Meeting**

**MEETING AGENDA**

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

**6:00 p.m.**

**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.

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- A. Call to Order
- B. Approval of Minutes of November 13, 2025 Finance Committee Meeting
- C. Bill List Review - Main Bill List
- D. Bill List Review - Engineer Bill List
- E. Financial Statement Review
- F. Tax Levy Ordinance Review (Memo #B25-210)
- G. PTELL Ordinance Review (Memo #B25-211)
- H. Other
- I. Adjournment

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

