



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS SPECIAL MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

DECEMBER 9, 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 Special 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 December 9, 2025 Park Board Special 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 6:00 p.m. Commissioners present at the meeting included Commissioners Berg (PP), Mayle (PP), Longueil (PP), Trudel (PP), and Schmidt (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Ward (Director of Operations); Mr. O'Donnell (PP), Director of Finance and Administration; Mr. King (PP), Director of Parks and Planning; Mr. Parsons (PP), Director of Golf Operations; Mr. Sienkiewicz (PP), Director of Communication and Marketing; Mielitz (PP), Manager of Human Resources; Ms. Chapa (PP), Superintendent of Facility Operations; Ms. Patel (PP), Superintendent of Finance; Ms. Riddle (PP), Executive Assistant.

INTRODUCTION

Executive Director Annual Memo (Memo #E25-212)

Mr. LaFrenere shared highlights from the 2026-2027 Budget and Capital Improvement Plan which balances community needs with a changing financial environment. This plan reflects the core values that continue to guide the Schaumburg Park District – fiscal responsibility, long-term sustainability, and the commitment to keeping Schaumburg on of the best places to live, work, and play. This year's theme is “stability with adaptability”. The District is facing upward pressure in wages, utilities, insurance, and material costs, but the operations remain strong and demand for our parks, programs, and facilities continues to grow. Staff are working to safeguard our reserves, update our revenue approach, and uphold the exceptional services our residents expect. The District is experiencing many of the same cost pressures seen across the state and the country. Staff have done a wonderful job managing expenses and strengthening efficiencies, keeping the park district in a healthy financial position. We are also refining our levy to support long-term fund needs while maintaining proper reserves at the right level without over accumulating. This plan continues to focus on projects that enhance safety, accessibility, and community value. Highlights include the Nature Center renovation, updates at Bock's pool side of the building, improvements at Volkening Lake, and continued playground replacements across the District. These investments position us well for the next several years, even as reimbursement schedules and audit expectations shift. Most Importantly, this plan is grounded in listening to our residents. The ETC Community Survey and the recent Village Perception Study both reinforced the community's strong support for our work—including ranking the Schaumburg Park District as the **third greatest asset in the Village**. That recognition speaks directly to the quality of our facilities and the dedication of our staff. This Budget and Capital Improvement Plan reflects responsible planning and a shared belief in the District's long-term vitality.

Mr. LaFrenere thanked the board members for their leadership and staff's continued passion and service. Mr. LaFrenere praised the great job by staff for their hard work on this plan presented this evening.

Financial Projections/Position (Memo #B25-214)

Mr. O'Donnell provided the Financial Projections/Position. These projections follow the same model and methodology as prior years and are designed to provide a forward-looking view of the District's operating capacity, revenue trends, expenditure pressures, and long-term sustainability. Staff continue to highlight the strengths of the District's financial performance, cash reserves, and net surpluses, which were some of the highest the District has seen, all attributed to the hard work of the Board and District employees. While revenues remain strong, Mr. O'Donnell stated that expenditure categories, including part-time wages for program instructors, potential increases in health benefits, commodities, contractual services, and certain utilities, continue to place upward pressure on operating budgets. A few high-level takeaways include a more conservative approach with a realistic outlook, looking at the historical five-year and ten-year averages with a bit of caution, and several changes to the projections. The first change is the Tax Levy allocation with a higher amount levied in the General Fund and a lower amount in the Recreation Fund, the second change is a new allocation of Olympic Park revenue from the General Fund to the Recreation Fund to more accurately reflect where this revenue is earned, the third change includes a \$2 million capital transfer from the Recreation Fund to the Capital Fund to be more efficient in spending.

The District continues to have positive net results in the General Fund, Recreation Fund and golf course operations across all projection years. Reasonable revenue growth forecasts are being paired with expenditure increases aligned with wage pressures and inflation. Mr. LaFrenere added that the District has to remain cautious as we strive for continued success, we stay mindful of potential unforeseen circumstances. Mr. LaFrenere stated that the District is in a strong position, with built-in flexibility to adjust as needs arise.

Operations (Memo #O25-213)

Mr. Ward began by recognizing the hard work Daxa Patel and Mr. O'Donnell put in creating tonight's report. The two main major capital projects for next year will include renovating Bock's pool liner and locker rooms as well as Spring Valley's Nature Center. The Village has shared grant funds of \$750,000 for the Nature Center's project which will include dedicating the new library to honor former Mayor Larson. Other upcoming capital projects will include updating pumps at Atcher pool, Admin boilers, and upgrading district-wide elevators and ADA Transition Plan.

Mr. King stated that there are 60 playgrounds in the District and those are renovated every twenty years. Next year, the three playgrounds scheduled for replacement include Apollo, Olde Nantucket, and Village in the Park. Another project scheduled to take place is a new gateway entrance and digital sign on the newly acquired property at Volkening Lake.

CAPITAL REVIEW

Capital Summary

Capital Plans by Department

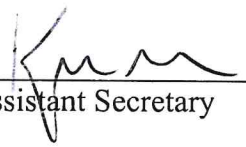
Commissioners were able to ask department-specific questions with staff present to answer.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Trudel, seconded by Commissioner Berg, to adjourn the special Park Board meeting at 7:07 p.m.

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

The motion carried.

By:  _____
Assistant Secretary



**Tuesday, December 9, 2025
Park Board Special Meeting**

MEETING AGENDA

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

6:00 p.m.

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A. Call to Order

B. Roll Call

C. Introduction

1. Executive Director Annual Memo (Memo #E25-212)
2. Financial Projections/Position (Memo #B25-214)
3. Operations Summary (Memo #O25-213)

D. Capital Review

1. Capital Summary
2. Capital Plans by Department

E. 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.

