



SCHAUMBURG PARK DISTRICT

MINUTES OF THE FINANCE COMMITTEE REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

December 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 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 by clicking on the link for the December 11, 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), and Mayle (PP). Committee members Hager (PP) and Osten (PP). Commissioner Schmidt was absent. The Finance Committee Members include Commissioners Berg, Longueil, and Mayle, Mr. Hager and Mr. Osten.

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

Members of the public present were Susie Mayle (PP).

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 NOVEMBER 13, 2025 FINANCE COMMITTEE REGULAR MEETING

It was moved by Commissioner Longueil, seconded by Mr. Osten to approve the minutes of the November 13, 2025 Finance Committee regular meeting as presented.

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

The motion carried.

BILL LIST REVIEW – MAIN BILL LIST

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board approve the bill list in the amount of \$1,802,118.71 as presented.

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

The motion carried.

BILL LIST REVIEW – ENGINEER BILL LIST

Commissioner Berg stated that he is recusing himself from approving the Engineer bill list as his firm has done work with/for Gewalt Hamilton and Williams Architects on past projects and is currently working on projects outside of the Park District.

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board approve the engineer bill list in the amount of \$232,998.92 as presented.

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

The motion carried.

FINANCIAL STATEMENT REVIEW

Mr. O'Donnell reviewed the financials for the month of October. In the General Fund, there is an adjusted net loss however, when factoring the timing of real estate tax collections as has been discussed in past months, it is an adjusted net income of \$1,652,000 - \$721,000 below 2024. The largest driver of that reduction is interest income due to lower interest rates and lower cash balances. Olympic Park continues to have strong rental income in October along with asset sales. Expenditures are in line with last year. Contractual expenses are up and are driven by payment of the new Governance platform, additional native area maintenance and mowing expenses. Mr. O'Donnell is projecting an adjusted net income of \$2,545,518.

In the Recreation Fund, overall year-to-date shows an adjusted net income of \$1,678,201 compared to \$3,358,162 in 2024. When factoring in the variance of the real estate tax receipts the adjusted net income would increase to \$3,062,000. Total Revenue is in line with last year and continues to be above the 58% benchmark. Program Fees were down for the month, due to the timing of the fees collected this year compared to last year but are up year over year. Under Expenditures, part-time salaries were up in October driven by additional program instructor wages, additional maintenance wages at SGC, and additional lifeguard expenses. Commodities are showing high due to pool chemical purchases, indoor simulator maintenance, and additional cart rental expenses (cart rental expenses were offset in the revenue line). Mr. O'Donnell is projecting an adjusted net income of \$1,316,756.

In the Golf Course fund, total revenue has now surpassed 100% of the budget through 88% of its season. Performance continued to be strong in October. Under Expenditures, full-time salaries were up driven by a one-time expense of a final payout of wages to a long-term employee's resignation. Part-time salaries were up given the strong use of play on the course. Mr. O'Donnell is projecting a net income of \$1,061,127.

The Cash Balance as of October 31 was \$54,184,051.88 compared to last year's total of \$57,710,374.68. Mr. O'Donnell pointed out strong interest earnings even with the interest rates continuing to come down.

In the Recreation Fund by Facility, Mr. O'Donnell commented that the facilities continue to perform well relative to their budgets.

TAX LEVY ORDINANCE REVIEW (MEMO #B25-210)

It was moved by Commissioner Longueil, seconded by Mr. Osten to recommend that the Park Board adopt the Tax Levy Ordinance as presented.

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

The motion carried.

Mr. O'Donnell stated that staff presented a preliminary tax levy to the Board last month and tonight's agenda item is a legal restatement of that levy which will be filed with the County to assess real estate taxes for the district. This does not include the debt service levy and there have been no changes since last month's preliminary discussion. The levy totals \$14,309,059.

PTELL ORDINANCE REVIEW (MEMO #B25-211)

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board adopt the PTELL Ordinance as presented.

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

The motion carried.

Mr. O'Donnell stated that this ordinance is approved every year at this time which is also filed with the County to provide instructions to make any reductions to the District's aggregate extension or levy. This year, the District will instruct the County to make any necessary reductions to the Recreation Fund rather than the Insurance Fund.

OTHER

There was no other business.

ADJOURNMENT

There being no further discussion, it was moved by Mr. Hager, seconded by Mr. Osten to adjourn the Finance Committee meeting at 6:24 p.m.

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

The motion carried.



**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.**

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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.

