



**SCHAUMBURG
PARK DISTRICT**

MINUTES OF THE
BOARD OF PARK COMMISSIONERS
REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

January 8, 2026

IMPORTANT NOTE REGARDING THE CONDUCT OF THIS MEETING

NOTICE IS HEREBY GIVEN that Section 7I 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 January 8, 2026 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

President Schmidt called the meeting to order at 6:30 p.m. Commissioners present at the meeting included Commissioners Berg (PP), Mayle (PP), Longueil (PP), and Schmidt (PP). Commissioner Trudel (EM) was absent but attended electronically.

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 (PP), Manager of Human Resources; Ms. Lucena (PP), Communications Specialist; Ms. Chapa (PP), Superintendent of Facility Operations; Ms. Rao (EM), Superintendent of Capital Projects & Planning; Ms. Simross (PP), Manager of Fitness and Aquatics; Mr. Dums (PP), Assistant Supervisor of Cultural Arts; Mr. Yackle (PP), Director of Agronomy; Ms. Wiers (PP), Assistant Manager of KASPER Programs; Mr. Paine (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

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

The motion carried.

PRESENTATIONS / INTRODUCTIONS

Quarterly Shout-Out Awards

Mr. LaFrenere acknowledged the fourth quarter Shout-Out award winners recognized by their peers, which included Chris Alers (Parks), Rachel Turner (Spring Valley), Heather Simross (Recreation), and Kristy Riddle (Admin) for full-time staff. Part-time award winners were Julie Fehler-Render (Spring Valley), Alyssa Johns (Spring Valley), Mary Ann Leopoldo (Admin), and Anita Yamaguchi (Spring Valley). Congratulations to all the winners.

Full-Time Staff

New full-time staff were introduced to the Board: Nick Yackle, Director of Agronomy; Heather Wiers, Assistant Manager of KASPER Programs; Matthew Dums, Assistant Supervisor of Cultural Arts.

APPROVAL OF MINUTES OF DECEMBER 9, 2025 SPECIAL MEETING

It was moved by Commissioner Mayle, seconded by Commissioner Longueil, to approve the minutes of the December 9, 2025 special meeting as presented.

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

The motion carried.

APPROVAL OF MINUTES OF DECEMBER 11, 2025 REGULAR MEETING

It was moved by Commissioner Berg, seconded by Commissioner Mayle, to approve the minutes of the December 11, 2025 regular meeting as presented.

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

The motion carried.

COMMUNICATIONS

Mail

There was no mail.

Audience Comments

There were none.

COMMITTEE REPORTS

Finance Committee

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill list and financial statement for the month of November.

Joint Advisory Committee

Commissioner Trudel reported that the Joint Advisory Committee's next meeting is scheduled for February 24, 2026.

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 main bill list:

General Fund	\$48,196.49
Recreation Fund	44,154.09
Internal Service Fund	88,635.81
Capital Projects	<u>126,404.43</u>
TOTAL APPROVED	<u>\$307,390.82</u>

General Fund	\$66,356.17
Recreation Fund	274,226.27
Liability Insurance	60,732.23
ADA	362,252.90
IMRF/Retirement	625.66
Internal Service	34,769.22
Capital Projects	<u>669,501.75</u>
TOTAL PAID	<u>\$1,468,464.20</u>

It was moved by Commissioner Longueil, seconded by Commissioner Berg to approve the approved bill list in the amount of \$307,390.82 and the previously paid bill list in the amount of \$1,468,464.20 for a total of \$1,775,855.02 as presented.

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

The motion carried.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere thanked both full and part-time staff for their hard work over the holiday and winter break period. He gave a special shout-out to all staff who worked during winter break at CRC and Water Works providing a great level of service and safety, including the days Water Works reached capacity. All the departments, including those behind the scenes, contribute to the successes of the park district. Great job by all providing great service to our community.

Mr. O'Donnell stated that staff had a kickoff call with Diligent Community to begin the transition to the new governance platform. The Tax Levy was filed with the County Clerk in December. The team continues to work on next year's budget as well as the December month-end close. Work is ramping up on year-end tax documents that will be distributed later this month. The IT department continues to work with Sikich creating reports for the new purchase order system. The onboarding of the new work order system, Brightly, continues with Parks and Facilities staff. The team continues to work on Windows 11 capability issues with other software programs. A new alert management software is up

for approval later this evening and the team is researching an emergency door access system.

Mr. King stated that Parks staff have been working in the native areas, cleaning up in the parks with the melted snow and cutting back ornamental grasses. Holiday lights are being removed and stored. The lights at SGC will remain until after Valentine's Day. An annual report for financial responsibility for the fuel islands was filed with the state fire marshal as well as a report filed with the federal transportation department for busses used out of state. Timbercrest ice rink was open for 9 days with the cold weather. Soccer goals have been brought in for repairs and repainting. The Sport Center's fields have been groomed. The grant agreement for Einstein playground has been received. Work continues on the 2026 playground renovations at Apollo, Olde Nantucket and Village in the Park. The contractor continues to work at Olympic Park as weather allows.

Mr. Parsons stated that onboarding continues for Nick Yackle. Registration is underway for PGA junior league. Staff are preparing for upcoming PGA Show and GCSAA conferences. Staff have been working on the 2026 permanent tee times and league contracts. The indoor simulators had over 120 rental hours in December. Chris Faillo has been working on rehiring the seasonal staff for the 2026 golf season.

Mr. Sienkiewicz stated that the spring program guide is headed to the printer. C&M staff have been working on signage for the new Sport Center lobby and Meineke Recreation Center. An FYI meeting for front line staff is scheduled for February 10 at Admin. Mr. Sienkiewicz announced that the Park District will be awarded the Exceptional Workplace award at this year's state conference later in January.

Ms. Mielitz stated that, as mentioned earlier, the quarterly Shout-Out award winners were announced and there were 372 shout-outs given this quarter. Staff attended webinars for new law updates that took effect January 1. Planning is currently underway for the annual employee recognition luncheon which will be held at the Renaissance Convention Center due to construction at Chandler's this year. The Wellness Committee held nine different challenges/campaigns/events in 2025, and the committee has more in store for the new year.

Mr. Ward thanked all staff who worked over the holidays and kept our facilities up and running. Staff installed a new pump bracket for STP's lap pool and a new control board for CRC's women's sauna. A contractor repaired STP's elevator. Staff deep cleaned the preschool classrooms during winter break. IDPH has approved the MRC VGB permit and work is scheduled for early April. Renovation work continues to progress at MRC. New schematics are in the works for the Nature Center improvements project. Work continues to go well at SGC even with the weather. Winter break hosted many camps including a few new camp options. Water Works held a Nemo Flick and Float event and Family Game Night is taking place on January 20. New Year New Lifestyle event is happening January 5 – 12. A long-time fitness instructor passed unexpectedly over the break and Mr. Ward thanked Ms. Mielitz for organizing an EAP representative to speak with staff and patrons. Annie performances saw 700 people in attendance. Mr. Ward stated his appreciation to the Spring Valley Nature Club for their generous donation of \$4,400. The PDRMA score was finalized with the District receiving 92% compared to the average

member rating of 75%, thanks to the Health and Safety Committee for all their hard work.

IAPD/IPRA Committee Updates

Commissioner Schmidt stated that Commissioner Longueil is now on the state program committee, Commissioners Schmidt and Mayle continue to be on the accredited agency committee, and Commissioners Schmidt and Berg are on the exhibitors committee for the state conference.

Commissioner Schmidt stated that the joint state conference will be held at the end of the month at the Hyatt Regency Chicago.

IAPD Legislative Breakfast

IAPD Legislative Breakfast is scheduled for Saturday February 28, 2026 at 8:00am which will take place at the Schaumburg Golf Club.

Budget Meeting

The Finance Committee Special Meeting for the budget is scheduled for Thursday March 5, 2026 at 6:00pm.

ACTION ITEMS

Review of Executive Session Minutes & Resolution

It was moved by Commissioner Longueil, seconded by Commissioner Berg, to approve Resolution 26-01-1P, a resolution approving the executive session minutes and determining which minutes to release or hold.

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

The motion carried.

Attorney Engagement Letter (Memo #B26-11)

It was moved by Commissioner Berg, seconded by Commissioner Mayle, to approve the General Counsel Engagement Letter as presented.

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

The motion carried.

Purchase of AHU Evaporator Coil & Condenser Unit (Memo #F26-12)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle, to approve the purchase and installation of HVAC Equipment through OMNIA Partners Joint Purchasing Cooperative for an amount not to exceed \$128,410.00 and adopt Resolution 26-01-2P, a resolution approving the terms and authorizing the execution of one or more contracts with Midwest Mechanical Group, Inc. for the purchase and installation of certain HVAC Equipment utilizing the OMNIA Partners Joint Purchasing Cooperative.

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

The motion carried.

Purchase of MRC Finess Equipment (Memo #F26-13)

It was moved by Commissioner Mayle, seconded by Commissioner Berg to approve the purchase of Life Fitness fitness equipment through the Sourcewell Co-op Purchase Program for an amount not to exceed \$41,238.23 and adopt Resolution 26-01-3P, a resolution approving the terms and authorizing the execution of a contract with Life Fitness for the purchase of certain fitness equipment through the Sourcewell Co-op Purchase Program.

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

Ordinance for Disposal of Surplus Equipment (Memo #P26-14)

It was moved by Commissioner Berg, seconded by Commissioner Longueil to approve the disposal of surplus equipment as presented and adopt Ordinance 26-1-4P, an ordinance authorizing the disposal of certain surplus property owned by the Schaumburg Park District.

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

The motion carried.

Purchase of an Alert Management System (InformaCast) (Memo #I26-15)

It was moved by Commissioner Longueil, seconded by Commissioner Berg to approve the purchase of an Alert Management System from Sentinel Technologies, Inc for an amount not to exceed \$37,197.86 and adopt Resolution 26-01-5P, a resolution approving the terms and authorizing the execution of a contract with Sentinel Technologies, Inc for the purchase of certain IT services and products.

Ayes: Commissioners Berg, Longueil, Mayle, and Schmidt

Nays: None
Absent: Commissioner Trudel

The motion carried.

2026-2029 Comprehensive Master Plan (Memo #E26-16))

It was moved by Commissioner Berg, seconded by Commissioner Longueil to approve the 2026-2029 Comprehensive Master Plan as presented.

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

Mr. LaFrenere thanked the Board, staff and committees for all their work on the plan over the last year and the positive results of the community survey.

The motion carried.

Full-Time Salary Structure 2026 (Memo #H26-17)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve the 2026 full-time salary structure as presented.

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

The motion carried.

Board & Staff Educational Conferences (Memo # E26-18)

It was moved by Commissioner Berg, seconded by Commissioner Longueil to approve the 2026 IAPD Legislative Conference, GMIS Giants 2026 and GFOA 2026 conference expenses as presented.

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

The motion carried.

Refuse Bid (Memo # F26-19)

It was moved by Commissioner Mayle, seconded by Commissioner Longueil to award the contract for refuse services in an amount not to exceed \$21,000 annually and adopt Resolution 26-01-6P, a resolution approving the terms and authorizing the execution of a contract with Allied Waste D/B/A Republic Services for refuse services.

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

The motion carried.

2026 Part-Time Wage Scale (Memo #H26-20)

It was moved by Commissioner Longueil, seconded by Commissioner Berg to approve the 2026 part-time wage scale as presented.

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

The motion carried.

NEW BUSINESS

Mr. LaFrenere said there is no new business.

OTHER ITEMS

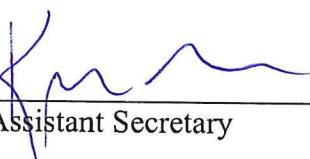
Mr. LaFrenere stated there were none.

ADJOURNMENT

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

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

The motion carried.

By: 
Assistant Secretary



Thursday, January 8, 2026
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

1. Quarterly Shout-Out Awards
2. Full-Time Staff

C. Approval of Minutes

1. Approval of Minutes of December 9, 2025 Special Meeting
2. Approval of Minutes of December 11, 2025 Regular Meeting

D. Communications

1. Mail
2. Audience Comments

E. Committee Reports

1. Finance Committee
2. Joint Advisory 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
3. Legislative Breakfast - Saturday, February 28, 2026
4. Budget Meeting - March 5, 2026

H. Action Items

1. Review of Executive Session Minutes & Resolution
2. Attorney Engagement Letter (Memo #B26-11)
3. Purchase of AHU Evaporator Coil & Condenser Unit (Memo #F26-12)
4. Purchase of MRC Fitness Equipment (Memo #F26-13)
5. Ordinance for Disposal of Surplus Property (Memo #P26-14)
6. Purchase of an Alert Management System (InformaCast) (Memo #I26-15)
7. 2026-2029 Comprehensive Master Plan (Memo #E26-16)
8. Full-Time Salary Structure 2026 (Memo #H26-17)
9. Board & Staff Educational Conferences (Memo #E26-18)
10. Refuse Bid (Memo #F26-19)
11. 2026 Part-Time Wage Scale (Memo #H26-20)

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.



SCHAUMBURG **PARK DISTRICT**

PARK BOARD REGULAR MEETING
Sign-In Sheet

January 8, 2026

Name

Address

Bob Jaeger 525 CRELATION
Rich Ostro 1426 Stratton Pond