



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

September 10, 2026

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 10, 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

Commissioner Berg called the meeting to order at 6:33 p.m. Commissioners present at the meeting included Commissioners Schmidt (PP), Trudel (PP), Mayle (PP), Longueil (PP), and Berg, Jr. (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. O'Donnell (PP), Director of Finance & Administration; 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. Christenson (PP), Superintendent of Parks; Ms. McCarty (PP), Park Planner; Ms. Chapa (PP), Superintendent of Facility Operations; Mr. Gangler (PP), Superintendent of Recreation Facilities; Ms. Rao (PP), Superintendent of Capital Projects and Planning; Ms. Espana (PP), Capital Projects Assistant; Ms. Ali (PP), Communications Specialist; Ms. Fuentes (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public present included Tim Ganas (PP), Rob Hager (PP), Michael Miller (EM), Rich Osten (PP), and Joe Sabatino (PP).

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

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

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

The motion carried.

PRESENTATIONS/INTRODUCTIONS

Ms. Rao introduced new full-time employee Karina Espana, Capital Projects Assistant.

APPROVAL OF MINUTES OF AUGUST 13, 2026 REGULAR MEETING

It was moved by Commissioner Schmidt, seconded by Commissioner Trudel, to approve the minutes of the August 13, 2026 regular meeting as presented.

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

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrenere stated that an email was received from a resident thanking staff for providing aqua classes at both Bock and Meineke pools, extending Meineke's pool season and the fun summer aqua events.

Mr. LaFrenere also addressed the Park District portion of the recently issued property tax bills as it generated questions in the community.

"Last year, the Park District made an intentional decision to use approximately \$5 million in accumulated reserves to reduce the amount collected from taxpayers for that year. We were in a strong enough financial position to provide that one-year tax relief without reducing programs or services.

That decision also created an unusually low comparison point for this year's tax bill. When last year's levy is adjusted to reflect what it would have been without that one-time reduction, this year's change would have been approximately 5% or less, depending on the levy component.

Individual property tax bills may vary further because of reassessment and changes in the overall tax base. So while we certainly understand why some of the percentages residents are seeing on their bills have raised concerns, those percentages should not be interpreted as the Park District making a decision to increase property taxes by that same amount.

We have detailed information available on our website and will continue to be transparent and responsive to any residents who have questions".

Audience Comments

There were none

COMMITTEE REPORTS

Finance Committee

Commissioner Mayle reported that the Finance Committee met this evening and reviewed the bill lists and July financial statements.

Joint Advisory Committee

Commissioner Trudel stated that the next Joint Advisory Committee meeting will take place Tuesday, September 22, 2026 at 6pm.

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	\$60,529.75
Recreation Fund	158,895.15
Liability Insurance	70,999.39
Internal Service Fund	168,474.57
Capital Projects	<u>311,895.80</u>
TOTAL APPROVED	<u>\$770,794.66</u>

General Fund	\$137,307.96
Recreation Fund	413,994.65
Liability Insurance	273.40
IMRF/Retirement	2,323.36
Internal Service	74,754.73
Capital Projects	880,253.59
TOTAL PAID	<u>\$1,508,907.69</u>

It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the approved main bill list in the amount of \$770,794.66 and the previously paid main bill list in the amount of \$1,508,907.69 for a total of \$2,279,702.35 as presented.

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

The motion carried.

APPROVAL OF ENGINEER BILL LIST

Commissioner Berg recused himself from approving the Engineer bill list and left the room at 6:41 p.m. as his firm has done work with Gewalt Hamilton on past projects and is currently working on projects outside of the Park District.

It was moved by Commissioner Mayle, seconded by Commissioner Trudel to approve the Engineer bill list in the amount of \$6,147.55.

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

The motion carried.

Commissioner Berg rejoined the meeting at 6:42 p.m.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere thanked all full-time and part-time staff for all their hard work during the busy summer season. He continued by thanking staff, as well as the Board members, for helping with Septemberfest. He noted that the Park District's involvement extended well

beyond participating in the weekend festivities. The Park District provided the Village with carts, picnic tables, a digital screen, and a variety of other equipment. Staff also operated an information table throughout the weekend, speaking with residents, distributing giveaways, and sharing information about the Park District. He also commended staff for creating and building one of the Park District's best parade floats. He said it was great to see Commissioners and staff walking together, handing out candy, and interacting with the community. Mr. LaFrener said Septemberfest served as a meaningful reminder of the Park District's role in the community. Although the Park District was one part of a much larger effort, it played an important role. Through major community events such as Septemberfest, as well as the work staff perform each day in the parks, facilities, and programs, the Park District helps create experiences and lasting memories for people and families throughout Schaumburg. Mr. LaFrener concluded by thanking everyone who helped make the event a success with a meaningful impact on the community.

Mr. O'Donnell stated that the annual audit is ongoing as the team awaits a draft of the audit report. The team is also in discussions with the licensee of the 601 Morse cell tower regarding a potential lease extension. Work continues on the August month-end close, along with preparations for the next budget year, including calendars and supporting documents. The IT team continues to configure routers for the network upgrade project. Testing and training are ongoing for the Brightly and Informacast software systems, and the team is assisting with and attending meetings related to new recreation software.

Mr. Christenson stated that Parks staff have continued to stay on top of mowing as the weather has leveled out and have maintained the ballfields in playable condition. Soccerfest was a successful event, thanks to Max and Kevin from Athletics. SAA has begun its in-house fall soccer season at Atcher Park. The annual Park Tour is scheduled for Saturday, with 12 people registered and several others on the waitlist. Fall décor has been ordered and will be added to the centers.

Ms. McCarty stated that paving projects are underway at various locations. Turf is being installed at Brandenburg Park for the new cricket pitch, and color-coating projects have been completed. The Apollo playground renovation was completed in time for the new school year. Shoreline restoration at Lancer Creek is ongoing and is expected to be completed in early October. A pre-construction meeting was held with the contractor for the Village in the Park playground, with construction scheduled to begin within the next two weeks. A pre-construction meeting has also been scheduled for the Olde Nantucket playground. Following approval from the Village of Schaumburg, work on the Volkening Lake east entrance project can proceed this fall.

Mr. Parsons stated that August was an overall positive month at the golf course despite the rainy start. The course saw 11,280 rounds of golf played, a decrease from August 2025; however, year-to-date rounds are up by more than 500 compared with last year, surpassing 56,650 rounds. SGC hosted a fundraiser for the 13U and 17U PGA Junior teams, which will participate in Regionals later this month with hopes of advancing to Nationals. Registration is currently underway for the fall PGA Junior League. Permanent tee times have concluded for the season, and staff are preparing for three shotgun outings in September. Mr. Parsons recognized the entire maintenance staff for their excellent work through the challenging weather. Greens aerification was postponed because of

rain. The senior league is registering participants for its annual banquet and the 2027 season.

Mr. Sienkiewicz expressed his gratitude to everyone who helped with the Septemberfest parade and float. He noted that the parade reel posted on social media has received 15,000 views. The email newsletter was distributed this week, and staff are continuing work on the fall Tribute Park brick order. Staff are also working to ensure the ADA compliance of the website before the new law takes effect next year. In addition, the team has been coordinating with other departments on communications related to renovations, improvement projects, special promotions, upcoming programs, and special events. Work is also underway on the winter program guide.

Commissioner Mayle gave a shout-out to the dance company following the float in the parade.

Ms. Mielitz recognized Ryan Ganglar for his 30-year service anniversary and Dennis Morrison for his 20-year service anniversary. Ninety-seven new hires were processed in August. The Wellness Committee met to plan future events and review the previous year's activities, including a fall therapy walk at Spring Valley and pickleball at Olympic Park. A wellness walk is planned before the annual full-time staff picnic on September 16 at the Spring Valley Visitors Center.

Mr. Ward expressed his appreciation to everyone who participated in the Septemberfest weekend events. Annual maintenance at Water Works was completed with assistance from staff across the District. Preschool and KASPER began their new school year with 360 and 1,100 participants, respectively. Mr. Ward thanked everyone for their assistance and coordination during the transition from the end of camp season to the start of the school year. New emergency evacuation maps are being installed in District facilities. The ADA Transition Plan is on the evening's agenda for approval. The gym floors at CRC and The Sport Center were recoated. Aquatics staff are awaiting the final lifeguard audit from Ellis & Associates and hope to achieve a perfect rating. CRC hosted 30 room rentals during the month. Free Fitness Week showcased some of the District's new fitness equipment. Olympic Park and The Sport Center hosted a tournament involving 464 teams, which benefited the Schaumburg community's economy. Mr. Ward thanked the District's partner, SAA. Spring Valley recorded 34,000 measurable visitors in August.

Commissioner Mayle asked whether the new YMCA facility had affected membership numbers. Mr. LaFrenere and Mr. Ward replied that membership has not decreased to date.

IAPD/IPRA Committee Updates

There were no updates provided.

ACTION ITEMS

Mission, Vision, and Values Review (Memo #E26-147)

It was moved by Commissioner Schmidt, seconded by Commissioner Longueil, to approve the mission, vision, and values as currently written affirming their ongoing significance to the District's work and objectives.

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

The motion carried.

Succession Policy Update to the Board & General Policy Manual (Memo #E26-148)

It was moved by Commissioner Trudel, seconded by Commissioner Longueil to approve the updated Succession Policy as presented.

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

The motion carried.

ADA Transition Plan (Memo #F26-134)

It was moved by Commissioner Longueil, seconded by Commissioner Schmidt to award the contract for the ADA Transition Plan update to WT Group AEC, LLC for an amount not to exceed \$107,040.00 and adopt Resolution 26-09-1P, a resolution approving the terms and authorizing the execution of a contract with WT Group for ADA Transition Plan Update.

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

The motion carried.

Vera Meineke Nature Center Renovation - GMP (Memo #F26-135)

It was moved by Commissioner Mayle, seconded by Commissioner Longueil to award the Guaranteed Maximum Price (GMP) for Vera Meineke Nature Center renovations to Wight Construction Services, Inc. for an amount not to exceed \$3,806,985.00 and adopt Resolution 26-09-2P, a resolution approving the terms and authorizing the execution of a guaranteed maximum price amendment with Wight Construction Services, Inc. for Spring Valley Nature Center renovations.

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

The motion carried.

Vera Meineke Nature Center BAS Co-op Purchase (Memo #F26-136)

It was moved by Commissioner Longueil, seconded by Commissioner Mayle to approve the purchase of TRANE Building Automation System (BAS) for the Vera Meineke Nature Center Renovation through U.S. Communities/OMNIA Partners Co-op for an amount not to exceed \$92,420.00 and adopt Resolution 26-09-3P, a resolution approving the terms and authorizing the execution of a contract with TRANE US Inc. for the purchase of certain HVAC equipment utilizing the OMNIA Partners Joint Purchasing Cooperative.

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

The motion carried.

Elevator Contract Renewal – KONE Inc. (Memo #F26-149)

It was moved by Commissioner Schmidt, seconded by Commissioner Trudel to approve the elevator service agreement with KONE Inc. and adopt Resolution 26-09-4P, a resolution approving the terms and authorizing the execution of a contract with KONE Inc. for elevator maintenance services utilizing the OMNIA Purchasing Cooperative.

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

The motion carried.

Elevator Contract Renewal – TK Elevator Corporation (Memo #F26-149)

It was moved by Commissioner Trudel, seconded by Commissioner Schmidt to approve the elevator service agreement with TK Elevator Corporation and adopt Resolution 26-09-5P, a resolution approving the terms and authorizing the execution of a contract with TK Elevator Corporation for elevator maintenance services.

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

The motion carried.

Recreation Management Software Memorandum of Understanding – Rec Technologies (Memo #O26-150)

It was moved by Commissioner Mayle, seconded by Commissioner Longueil to approve the Memorandum of Understanding with Rec Technologies for recreation management software and related implementation and support services and authorize the Executive Director to execute an agreement and any related documents on behalf of the Schaumburg Park District.

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

The motion carried.

Mr. LaFrenere added that this is the first agreement and a second agreement will be at a future board meeting.

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 Schmidt, seconded by Commissioner Trudel to adjourn the regular Park Board meeting at 7:12 p.m.

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

The motion carried.

By:  _____
Assistant Secretary



**SCHAUMBURG
PARK DISTRICT**

**Thursday, September 10, 2026
Park Board Regular Meeting**

**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 13, 2026, Regular Meeting

D. Communications

1. Mail
2. Audience Comments

E. Committee Reports

1. Finance Committee
2. Joint Advisory Committee
3. Village of Schaumburg Committees

F. Bill List

1. Approval of Approved & Previously Paid Main Bill List
2. Approval of Engineer Bill List

G. Information Items

1. Department Updates & Upcoming Events

2. IAPD/IPRA Committee Updates

H. Action Items

1. Mission, Vision, and Values Review (Memo #E26-147)
2. Succession Policy Update to the Board & General Policy Manual (Memo #E26-148)
3. ADA Transition Plan (Memo #F26-134)
4. Vera Meineke Nature Center Renovation – GMP (Memo #F26-135)
5. Vera Meineke Nature Center BAS Co-op Purchase (Memo #F26-136)
6. Elevator Contract Renewal – KONE Inc. (Memo #F26-149)
7. Elevator Contract Renewal – TK Elevator Corporation (Memo #F26-149)
8. Recreation Management Software Memorandum of Understanding – Rec Technologies (Memo #O26-150)

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

September 10, 2026

Name

Address

Rich Osten

1426 STATION ROAD

Rob Heuer

525 CREIGHTON LN

JOE SABATINO

338 E. BOCCA DR

Jim Ganas

864 E-104 CH

Marlene Fuentes