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PARK DISTRICT

MINUTES OF THE
BOARD OF PARK COMMISSIONERS
REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

November 10, 2022

IMPORTANT NOTE REGARDING THE CONDUCT OF THIS MEETING

NOTICE IS HEREBY GIVEN pursuant to Section 7(e) of the Open Meetings Act that the regular meeting of the Board of Park Commissioners of the Schaumburg Park District (the "Park Board") scheduled to be held on November 10, 2022 at 7:00 p.m. in the Board Room of the Jerry Handlon Administration Building, 235 East Beech Drive, Schaumburg, Illinois, 60193, will be conducted both in-person and by audio or video conference. However, while an in-person meeting of the Park Board is presently planned, an in-person meeting may not be practical or prudent due to constantly changing laws, rules, regulations, and executive orders ("Changing Restrictions") with respect to the COVID-19 pandemic and the emergence of new variants thereof. Accordingly, it is possible that said meeting may only be held electronically and without a physical quorum of the members of the Park Board present.

The members of the press and the public may likewise attend said meeting either in-person or electronically; however, due to Changing Restrictions, it is possible that the Park Board may have to limit the number of its staff and members of the press and the public allowed in the meeting room at any one time. As a result, 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 website www.parkfun.com by clicking on the link for the November 10, 2022 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 7:00 p.m. Commissioners present at the meeting included Commissioners DiMaria (PP), Trudel (EM), Mayle (PP), Johnson (PP), and Schmidt (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Burgess (PP), Director of Finance & Administration; Mr. King (EM), Director of Parks and Planning; Mr. Ward (EM), Director of Operations; Mr. Parsons (EM), Director of Golf Operations; Mr. Sienkiewicz (PP), Director of Communications & Marketing; Ms. Bashia (PP), Director of Human Resources; Ms. Lucena (PP), Communications Specialist; Mr. O'Donnell (EM), Superintendent of Finance; Ms. Chapa (EM), Superintendent of Facility Operations; Mr. Gangler (EM), Superintendent of Recreation Facilities; Mr. Mraz (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public present included Brian Berg, Jr. (PP) and Rob Hager (PP).

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

It was moved by Commissioner Johnson, seconded by Commissioner DiMaria, to approve the agenda as presented.

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

The motion carried.

PRESENTATIONS / INTRODUCTIONS

There were none.

APPROVAL OF MINUTES OF OCTOBER 13, 2022 REGULAR MEETING

It was moved by Commissioner Trudel, seconded by Commissioner Johnson, to approve the minutes of the October 13, 2022 regular meeting as presented.

Ayes:	Commissioners DiMaria, Trudel, Mayle, Johnson, and Schmidt
Nays:	None

Absent: None

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrenere stated there was no mail.

COMMITTEE REPORTS

Finance Committee

Commissioner DiMaria reported that the Finance Committee met this evening and reviewed the bill list, financial statements, the preliminary tax levy.

APPROVAL OF APPROVED & PREVIOUSLY PAID BILL LISTS

Commissioner DiMaria reported that the Finance Committee met this evening and approved the following approved bill list and previously paid bill list:

General Fund	$58,072.41
Recreation Fund	90,897.27
Internal Service Fund	95,978.43
Capital Projects	139,446.67
TOTAL APPROVED	$384,394.78

General Fund	$100,295.67
Recreation Fund	207,922.68
Liability Insurance	9.02
IMRF/Retirement	723.09
Internal Service	20,476.14
Capital Projects	565,992.94
TOTAL PAID	$895,419.54

It was moved by Commissioner DiMaria, seconded by Commissioner Johnson to approve the approved bill list in the amount of $384,394.78 and the previously paid bill list in the amount of $895,419.54 for a total of $1,279,814.32 as presented.

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

The motion carried.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere thanked full-time and part-time staff for all the great work this busy fall season. Mr. LaFrenere stated that he was happy to see the success of the community events as it was an important item from the Attitude & Interest Survey. Mr. LaFrenere thanked staff that took time to volunteer above and beyond their normal role with our community special events as well as our volunteers.

Mr. Burgess stated that staff continue to make progress on updating the Comprehensive Master Plan. The business department has received each department's budget and will organize the information. Mr. Burgess stated that taxpayers' bills should be mailed out in the last week of November.

Mr. King stated that staff have been winterizing the irrigation systems during the nice weather. A pipe was broken, and the Village of Schaumburg assisted with the repair. High winds over the weekend caused downed trees and branches as well as damage to the Spring Valley windmill which will be repaired over winter. Timbercrest Park's pickleball windscreens will be installed when the weather improves, possibly until spring. Commissioner Trudel asked if staff plows the tennis courts and Mr. King stated that staff do not but the nets are removed for the winter. Staff are adding winter decorations to the planters at all centers. Parker playground equipment has started to be installed. Mr. King held a preconstruction meeting with the contractor for the Lancer Creek erosion project. Staff attended a MIPE meeting on electric equipment. Eagle scouts are working on a project at Spring Valley.

Mr. Parsons stated that SGC had over 6,400 rounds of golf for October and November is also starting out strong. The course will close for the season this Sunday. The Thursday night indoor simulator league begins tonight. October's Turkey Shoot was sold out and went well, Mr. Parsons thanked staff for their work on that event. Staff have been attending educational seminars. Grounds staff have been cleaning up debris on the course from the high winds. Mr. Parsons thanked Shane Ritchie and his staff for their work on the golf course. Patrons have been complimenting the conditions of the course. Commissioner Mayle asked when the course closed last year, and Mr. Parsons stated that it closed November 16.

Mr. Sienkiewicz stated that staff have been busy promoting the winter program guide. Postcards were delivered to residents and registration begins November 21 for residents and November 28 for nonresidents. A printed snapshot will also be going out. Staff have launched a new SPD online merchandise store. Mr. Sienkiewicz has released a press release on the Attitude and Interest survey that will be in the Daily Herald. Mr. LaFrenere thanked Mr. Sienkiewicz for getting that information out to the public. Staff continue to promote winter events. Commissioner Mayle asked if pictures submitted to the Marketing department will be on the website and Mr. Sienkiewicz stated that photos will be used as needed and stored for future use. Commissioner Trudel asked if the Park District will be

authenticating its Twitter account and Mr. Sienkiewicz stated that staff are looking into that process.

Ms. Bashia stated that the HR department is now fully staffed, and staff training continues. HR staff have been attending professional development conferences. The Recruiting Task Force has been having great, constructive meetings and are planning multiple hiring events. Ms. Bashia is presenting Safety Manual revisions at tonight's meeting. Commissioner Johnson asked if the HR department has enough staffing will all the law changes and Ms. Bashia stated that she is being cautious and conservative with her staffing.

Mr. Ward thanked staff across all departments for the many fall events and also thanked the aquatics staff for accommodating our patrons. Mr. Ward listed all the fall special events that were held and stated how great it was to offer these events for the community. MRC's gym floor is almost complete, and the windows have been delivered. This project should wrap up soon. Mr. Ward thanked Ms. Rao for her diligence on this project. Pickleball is going strong at Sport Center and STP and staff have received great feedback. Rentals and leagues are in full force at the Sport Center. Enrollment in the preschool program is strong, the mini classes have been increasing while the other age groups have decreased a bit, but numbers are up across the board and the department is fully staffed for the first time in four years. Mr. Ward thanked the preschool teachers for their work with our students. KASPER hosted a few "no school days" and Mr. Ward gave a shout out to Anna Schuld for a successful roller rink trip. Beauty and the Beast productions are November 17 – 20. Spring Valley hosted 1,400 local school field trips this fall. The estate of Lynn Eikenbary made a generous donation to Spring Valley. 50 new volunteers have undergone orientation at Spring Valley. STP roof and HVAC project is almost complete. The STP women's sauna has been completed and tennis hallway carpeting will be updated soon. SGC starter sheds are waiting on windows that have been delayed. Staff had their first meeting for the Heritage Farm Visitor Center's grant project. Nick LaVerde, Superintendent of IT, is working on services to bring in-house and meeting with vendors on security and infrastructure. Mr. Ward attended two airport meetings and the airport is happy to have Santa's Flight return. Chilly Chili run is scheduled for early December. Commissioner Johnson thanked the volunteers for sending information on the Monarch program. Commissioner Mayle asked if there is an update on the Sport Center roof project and Mr. LaFrenere stated that the topic can be covered at the Board and Staff Seminar on December 6.

Board/Staff Seminar – December 6, 2022

Mr. LaFrenere stated that the Board/Staff seminar is scheduled for Tuesday, December 6, 2022 at the Jerry Handlon Administration Building.

ACTION ITEMS

Preliminary Tax Levy (Memo #B22-155)

It was moved by Commissioner Mayle, seconded by Commissioner Johnson, to approve the preliminary tax levy for the 2022 tax year in the amount of $13,504,600 for non-debt levies and $12,790,138 for debt service levy for a total levy of $26,294,738.

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

The motion carried.

Appointment of Delegate to IAPD Annual Meeting

It was moved by Commissioner Johnson, seconded by Commissioner Mayle, to appoint Bob Schmidt as the delegate to the IAPD Annual Business Meeting on Saturday, January 28, 2023 at 3:30pm.

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

The motion carried.

School District 211 Facility Use Agreement (Memo #B22-158)

It was moved by Commissioner DiMaria, seconded by Commissioner Johnson, to approve the agreement with School District 211 for the use of Schaumburg Park District parks and facilities.

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

The motion carried.

Schaumburg Athletic Association Agreement Extension (Memo #B22-156)

It was moved by Commissioner Trudel, seconded by Commissioner Mayle, to approve the Schaumburg Athletic Association license agreement extension and approve Resolution 22-11-1P, a resolution approving the amendment to extend the non-exclusive license agreement between the Schaumburg Park District and the Schaumburg Athletic Association.

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

The motion carried.

Committee Appointments - Bikeways

It was moved by Commissioner DiMaria, seconded by Commissioner Mayle, to approve adding Commissioner Dave Johnson to the Bikeways Committee as recommended by President Schmidt.

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

The motion carried.

Policy Revisions to Safety Manual (H22-154)

It was moved by Commissioner DiMaria, seconded by Commissioner Trudel to approve the revisions to the Safety Manual as presented.

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

The motion carried.

Joint Advisory Committee Time Modification Ordinance & Member Count Change (Memo #B22-157)

It was moved by Commissioner Mayle, seconded by Commissioner DiMaria to approve the Joint Advisory Committee meeting time change and adopt Ordinance 22-11-2P, an ordinance amending Ordinance 20-3-2P which created various standing advisory committees to the Board of Park Commissioners of the Schaumburg Park District, to change the time of the regular meetings of the Joint Advisory Committee.

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

Mr. Mraz added that the time change is listed in the ordinance and the number of members can be appointed and consented by the Board and the set number will determine the quorum. At this time, the Board is voting on the time change.

The motion carried.

Bids for Olympic Park Bathroom Renovations (Memo #F22-144)

It was moved by Commissioner DiMaria, seconded by Commissioner Johnson to award the base bid for Olympic Park Bathroom Renovations to LZ Design Build Group in an amount not to exceed $284,000.00 and adopt Resolution 22-11-3P, a resolution authorizing the execution of a contract between the Schaumburg Park District and LZ Design Build Group.

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

The motion carried.

Organization Chart Revision (Memo #O22-160)

It was moved by Commissioner Trudel, seconded by Commissioner Johnson to approve the Organization Chart Revision as presented.

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

The motion carried.

St. Matthew Parking Lot License Agreement (Memo #E22-159)

It was moved by Commissioner Mayle, seconded by Commissioner DiMaria to approve the parking lot license agreement with St. Matthew Church and approve Resolution 22-11-4P, a resolution approving of the first amendment to license agreement (amendment) between the Catholic Bishop of Chicago and the Schaumburg Park District.

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

The motion carried.

NEW BUSINESS

Mr. LaFrenere said there is no new business.

OTHER ITEMS

There were no other items.

ADJOURN TO EXECUTIVE SESSION

There will be no Executive Session.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Johnson, seconded by Commissioner Mayle to adjourn the regular Park Board meeting at 7:37 p.m.

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

The motion carried.

By:_____
Assistant Secretary

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PARK DISTRICT

Thursday, November 10, 2022
Park Board Regular Meeting

MEETING AGENDA
Jerry Handlon Administration Building
235 E. Beech Drive
Schaumburg, IL 60193
7:00 p.m.
NOTICE IS HEREBY GIVEN pursuant to Section 7(e) of the Open Meetings Act that the regular meeting of the Board of Park Commissioners of the Schaumburg Park District (the "Park Board") scheduled to be held on November 10, 2022 at 7:00 p.m. in the Board Room of the Jerry Handlon Administration Building, 235 East Beech Drive, Schaumburg, Illinois, 60193, will be conducted both in-person and by audio or video conference. However, while an in-person meeting of the Park Board is presently planned, an in-person meeting may not be practical or prudent due to constantly changing laws, rules, regulations, and executive orders ("Changing Restrictions") with respect to the COVID-19 pandemic and the emergence of new variants thereof. Accordingly, it is possible that said meeting may only be held electronically and without a physical quorum of the members of the Park Board present. The members of the press and the public may likewise attend said meeting either in-person or electronically; however, due to Changing Restrictions, it is possible that the Park Board may have to limit the number of its staff and members of the press and the public allowed in the meeting room at any one time. As a result, 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 website www.parkfun.com by clicking on the link for the November 10, 2022 Park Board meeting at the regularly scheduled date and time of said meeting.

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 October 13, 2022 Regular Meeting

D. Communications

1. Mail

2. Audience Comments

E. Committee Reports

1. Finance Committee

F. Bill List

1. Approval of Approved & Previously Paid Bill List

G. Information Items

1. Department Updates & Upcoming Events

2. Board/Staff Seminar - December 6, 2022

H. Action Items

1. Preliminary Tax Levy (Memo #B22-155)

2. Appointment of Delegate to IAPD Annual Meeting

3. School District 211 Facility Use Agreement (Memo #B22-158)

4. Schaumburg Athletic Association Agreement Extension (Memo #B22-156)

5. Committee Appointments - Bikeways

6. Policy Revisions to Safety Manual (Memo #H22-154)

7. Joint Advisory Committee Time Modification Ordinance & Member Count Change (Memo #B22-157)

8. Bids for Olympic Park Bathroom Renovations (Memo #F22-144)

9. Organization Chart Revision (Memo #O22-160)

10. St. Matthew Parking Lot License Agreement (Memo #E22-159)

I. New Business

J. Other Items

K. Adjournment to Executive Session

1. Pending Litigation 2(c)(11)

L. Adjournment

1. Adjourn the Meeting

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PARK DISTRICT

PARK BOARD REGULAR MEETING
Sign-In Sheet

November 10, 2022

Name	Address
Brian Berg Jr	404 Summit dr Sch
Bob Haeger	525 CREIGHTON SCH