



SCHAUMBURG PARK DISTRICT

MINUTES OF THE FINANCE COMMITTEE REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

August 10, 2023

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 August 10, 2023 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 Berg called the meeting to order at 6:30 p.m. Present at the meeting were Commissioners Trudel (PP), Berg, Jr. (PP), Johnson (PP), Mayle (PP) and Committee members Hager (PP) and Osten (PP). Commissioner Schmidt was absent.

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

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 JULY 13, 2023 FINANCE COMMITTEE REGULAR MEETING

Mr. Osten moved to approve the minutes of the July 13, 2023 Finance Committee regular meeting as presented. Commissioner Johnson seconded the motion, which passed five to zero.

BILL LIST REVIEW- MAIN BILL LIST

Mr. Hager moved to recommend that the Park Board approve the bill list in the amount of \$1,498,093.84 as presented. Mr. Osten seconded the motion, which passed five to zero.

ENGINEER BILL LIST REVIEW

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

Commissioner Mayle moved to recommend that the Park Board approve the Engineer bill list in the amount of \$101,827.81 as presented. Mr. Hager seconded the motion, which passed five to zero.

Commissioner Johnson asked why the Williams Architect bill is so high and Mr. Ward clarified that there is a significantly higher premium associated with roof work. The District just completed roof work at STP and is finishing up at Sport Center. There will be a brand-new structure coming to Spring Valley that will also be reflected in this bill.

FINANCIAL STATEMENT REVIEW

Mr. Burgess stated that he will be reviewing the financials for the month of June, the first quarter of the fiscal year. In the General Fund projections, total taxes collected has a high

amount due to the timing of the late Real Estate Tax collections and Mr. Burgess mentioned that the County stated the real estate tax bills will be late again this year. The "Other" line item is mostly due to interest income and rentals at Olympic Park. Under Expenditures, full and part-time salaries are in line with last year. Overall, the General Fund is in really good shape and Mr. Burgess is projecting a net of \$1,272,451 which is 161% of its budget.

Mr. Burgess stated that the Recreation Fund's Rentals, User Fees and Concession Sales are all ahead of where they were last year and ahead of the benchmark of 25%. Total Expenditures are at 9% of the budget versus last year at 8%. Mr. Burgess is projecting a net of \$1,470,308.

The Golf Course Fund is at 50% of its total revenue budget with a benchmark of 39%. Mr. Hager suggested for Chandler's next contract, adding that they pay their rentals on time. Under Expenditures, Mr. Burgess noted that part-time salaries, while below the benchmark, is higher as well as commodities. Overall, Mr. Burgess is projecting the golf course to exceed their budgeted net.

Mr. Burgess stated that the cash position is approximately \$10 million above last year which is reflecting capitals yet to be completed due to supply issues and also that the district is building back up the fund balances. Mr. Burgess noted the dramatic difference in interest rates. Last year's rate was .020% versus this year's 4.930%.

In the Recreation Fund by Facility Mr. Burgess noted that CRC has a net of \$668,806 versus a budgeted net of \$72,794 and Sport Center's net of \$214,581 versus a budgeted net of \$40,140. Both facilities are having a good year.

REVIEW OF NWSRA ASSESSMENT (MEMO #B23-127)

Commissioner Johnson moved to recommend that the Park Board adopt the resolution approving the 2024/2025 fiscal year NWSRA Assessment of \$684,582.23. Mr. Hager seconded the motion, which passed five to zero.

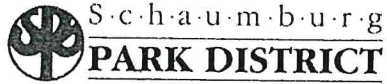
Mr. Burgess pointed out that this assessment reflects a .006% increase over previous years.

OTHER

Mr. Burgess stated that there were no other items.

ADJOURNMENT

There being no further discussion, Commissioner Johnson moved to adjourn the Finance Committee meeting at 6:53 p.m. Mr. Hager seconded the motion, which passed five to zero.



**Thursday, August 10, 2023
Finance Committee Regular Meeting**

MEETING AGENDA

**Jerry Handlon Administration Building
235 E. Beech Drive
Schaumburg, IL 60193
6:30 p.m.**

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- A. Call to Order
- B. Approval of Minutes of July 13, 2023 Finance Committee Meeting
- C. Bill List Review - Main Bill List
- D. Engineer Bill List Review
- E. Financial Statement Review
- F. Review of NWSRA Assessment (Memo #B23-127)
- G. Other
- H. 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.



August 10, 2023

Address

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1420 STRATION Pond

525 CREIGHTON LN.