



SCHAUMBURG PARK DISTRICT

MINUTES OF THE BOARD OF PARK COMMISSIONERS REGULAR MEETING

SCHAUMBURG PARK DISTRICT
235 EAST BEECH DRIVE
SCHAUMBURG, ILLINOIS

November 9, 2023 continued on November 13, 2023

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 November 9, 2023 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 Trudel called the meeting to order at 7:00 p.m. Commissioners present at the meeting included Commissioners Trudel (PP), Mayle (PP), Johnson (PP), and Berg Jr. (PP). Commissioner Schmidt was absent.

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Burgess (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. Bashia (PP), Director of Human Resources; Mr. Gangler (EM), Superintendent of Recreation Facilities; Mr. O'Donnell (PP), Superintendent of Finance; Ms. Gear (EM)* joined at 7:33pm; Ms. Chapa (EM), Superintendent of Facility Operations; Ms. Rao (EM)* joined at 7:05pm, Superintendent of Capital Projects and Planning; Ms. Lucena (PP), Communications Specialist; Mr. Gonzini (PP), Manager of Facility Trades; Mr. Mraz (PP), Attorney; and Ms. Riddle (PP), Executive Assistant.

Members of the public present included Rob Hager (PP), Rich Osten (PP), Michael Lingl (PP), Gerardo Mendez (PP), and Dan Weksler (PP).

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AMENDED AGENDA

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

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

The motion carried.

PRESENTATIONS/INTRODUCTIONS

Acknowledgement of Commissioner Anniversaries

Commissioner Trudel recognized Dave Johnson (50 years) and Bob Schmidt (20 years) on their commendable years of service.

Thank you for your years of service!

APPROVAL OF MINUTES OF OCTOBER 19, 2023 REGULAR MEETING

It was moved by Commissioner Johnson, seconded by Commissioner Mayle, to approve the minutes of the October 19, 2023 regular meeting as presented.

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

The motion carried.

COMMUNICATIONS

Mail

Mr. LaFrener stated that there was no mail this month. Commissioner Trudel shared a positive comment from a patron while at MRC fitness.

Audience Comments

Michael Lingl addressed the Spring Valley Visitors Center Bid action item and presented additional information to attorney Bryan Mraz.

COMMITTEE REPORTS

Finance Committee

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

Airport Commission

Commissioner Johnson stated that the Airport Commission met last night and reviewed various operations. Commissioner Mayle added that the Hops & Props event was a success with record attendance, Santa's Flight will have two sessions this year as it has become popular, and the Airport is partnering with Harper College offering accredited college classes.

JAC & LGEC

Commissioner Trudel stated that on November 28, 2023 the Joint Advisory Committee will meet followed by the Local Government Efficiency Committee meeting.

APPROVAL OF APPROVED & PREVIOUSLY PAID BILL LISTS

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

General Fund	\$47,730.18
Recreation Fund	98,146.45
Audit	2,000.00
Liability Insurance	491.13
Internal Service Fund	84,547.04
Debt Service	91.00
Capital Projects	<u>264,807.85</u>
TOTAL APPROVED	<u>\$497,807.65</u>

General Fund	\$71,423.58
Recreation Fund	179,924.38
Liability Insurance	9.90
IMRF/Retirement	1,941.56
Internal Service	25,256.56
Capital Projects	<u>332,318.54</u>
TOTAL PAID	<u>\$610,874.52</u>

It was moved by Commissioner Johnson, seconded by Commissioner Berg to approve the approved bill list in the amount of \$497,807.65 and the previously paid bill list in the amount of \$610,874.52 for a total of \$1,108,682.17 as presented.

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

The motion carried.

INFORMATION ITEMS

Department Updates & Upcoming Events

Mr. LaFrenere thanked all full-time and part-time staff for their hard work as we continue through the busy fall season. Mr. LaFrenere gave a special shout-out to staff across the district as well as our volunteers, for all the Halloween and fall events offered to our community. Mr. LaFrenere gave a shout-out to Mr. Parsons and Shane Ritchie on another successful golf season as the season comes to a close. On behalf of all staff, Mr. LaFrenere congratulated Commissioners Johnson and Schmidt on their anniversaries for many years of dedication, determination and teamwork, not only for the park district and community but as well as their involvement with IAPD and accreditation. We thank you for your many years of service.

Mr. Burgess stated that staff continue the transition to the new insurance pool, PDRMA. Work continues on implementing the new budget software. Staff will be releasing the budget and financials for the Park Foundation's Tuesday meeting. Staff are in the process of preparing for the Board/Staff Seminar in December.

Mr. King stated that fall sports are concluding this this month and Parks staff are preparing the fields for next spring. Fitness equipment was replaced at Volkening Lake's outdoor fitness area. A new bench was installed at Prairie Park. Disc golf at Walnut Greens is going strong and staff are utilizing an app that tracks participation. Staff are adding holiday lights at Volkening Lake and centers. Meetings are underway with the contractor for Olympic Park's pickleball project. Matt Gaynor is preparing the Olympic Park shade structure project for bid. Staff are meeting with District 54 to review playground renovation projects at Campanelli and Einstein schools. The Village of Schaumburg has completed the project at Olde Salem Park and it looks great.

Mr. Parsons stated that the golf course had 6,150 rounds played in October contributing to 66,500 rounds for the season, resulting in a 10% increase over last year. The golf

course will be closing for the season on Monday November 20 and switching over to the indoor simulators. The Thursday night simulator league kicks off tonight for six weeks. The October Turkey Shoot had 148 players and Mr. Parsons thanked the staff that helped with the event, including Chandler's for hosting the brunch. The golf maintenance staff are working on course drainage, bunkers and edges, and mulching leaves to keep the course playable as weather allows.

Mr. Sienkiewicz stated that the winter program guide is at the printer and will be sent to mailboxes next week. Staff are hosting an educational event with our park partner Ascension at CRC next Wednesday on bariatric surgery. Staff are working on nominations for IAPD/IPRA awards. Staff will be implementing a new feedback system by Realtime Feedback that uses QR codes to be scanned for patrons to provide immediate feedback that is routed to appropriate staff. Communications and Marketing staff are hosting the IPRA marketing meeting at CRC on Friday. New entrance signs have been installed at Olympic Park and Heritage Farm.

Ms. Bashia stated that staff are working on their mid-year performance check-ins. The Wellness Team hosted a mental health lunch and learn in October and are hosting a financial health lunch and learn on November 15. The part-time employee satisfaction survey produced overwhelmingly positive results. Ms. Bashia conducted front desk focus groups and will present the feedback to leadership. Mr. LaFrenere gave kudos to Ms. Bashia on those focus groups as he observed them to be very constructive.

Mr. Ward stated his appreciation to our staff as the PDRMA reps visited facilities they were able to observe staff working and complimented how they were adhering to our safety procedures and protocols. The Aquatics department received their fourth "Exceeds" on their recent audit and Mr. Ward thanked our staff for their hard work and training. Pool rentals are going strong and are sold out through next year. Olympic Park had 3,000 hours of rentals last month with 45,000 patrons in attendance. There are many holiday special events on the upcoming calendar. Staff are organizing screenings with our park partner Ascension. Bison's Bluff had 75,000 patrons visit this summer. Planning is underway on rooftop units at MRC. Sprinkler tests have been conducted, batteries panels have been replaced, and leak detection occurred at the Sport Center.

Board/Staff Seminar

Commissioner Trudel stated that the Board/Staff Seminar has been changed to Wednesday December 13, 2023 at 6pm.

IAPD/IPRA Committee Updates

Commissioners Johnson stated that the Distinguished Accreditation Committee has been looking at reviews and presentations at various park districts.

ACTION ITEMS

Preliminary Tax Levy (Memo #B23-178)

It was moved by Commissioner Berg, seconded by Commissioner Johnson, to approve the preliminary tax levy for the 2023 tax year in the amount of \$14,364,958 for non-debt

levies and \$13,345,257 for debt service levy for a total levy of \$27,710,215 as recommended by the Finance Committee.

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

The motion carried.

Appointment of Delegate to IAPD Annual Meeting

It was moved by Commissioner Mayle, seconded by Commissioner Johnson to appoint one delegate and two alternates to the IAPD Annual Business Meeting on Saturday, January 27, 2024.

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

The motion carried.

Safety Manual Policy Update (Memo #H23-147)

It was moved by Commissioner Mayle, seconded by Commissioner Johnson to approve the Safety Manual policy updates as presented.

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

The motion carried.

SGC Ballroom Carpet Proposal (Memo #F23-163)

It was moved by Commissioner Mayle, seconded by Commissioner Berg to approve the Schaumburg Golf Club pre-function and ballroom hall carpet upgrade project contract with Mohawk Carpet Distribution, Inc. via Sourcewell co-op for an amount not to exceed \$179,122.03 and adopt Resolution 23-11-1P, a resolution approving of the purchase of hospitality carpet and materials, and installation services, from Mohawk Carpet Distribution LLC pursuant to the Sourcewell purchasing cooperative.

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

The motion carried.

Spring Valley Visitors Center Bid (Memo #F23-177)

It was moved by Commissioner Mayle, seconded by Commissioner Berg to award total bid for Spring Valley's Heritage Farm Visitors Center renovation to Integral Construction Inc. for an amount not to exceed \$4,320,000.00 and adopt Resolution 23-11-2P, a resolution authorizing the execution of a contract between the Schaumburg Park District and Integral Construction Inc.

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

Attorney Bryan Mraz reviewed the information received from audience member Michael Lingl and stated that Park District staff vetted the bidders and based on those results and work previously done at the Park District by Integral Construction Inc. recommended Integral Construction Inc. for this project.

The motion carried.

NEW BUSINESS

Mr. LaFrenere stated there was no new business.

OTHER ITEMS

Mr. LaFrenere stated that there were no other items.

MOTION TO CONTINUE THE MEETING TO MONDAY NOVEMBER 13, 2023 at 6:00PM

It was moved to continue the meeting on Monday November 13, 2023 at 6:00pm by Commissioner Johnson, seconded by Commissioner Mayle.

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

The motion carried.

There being no further discussion, it was moved by Commissioner Mayle, seconded by Commissioner Berg to adjourn the regular Park Board meeting at 7:52 p.m

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

The motion carried.

November 13, 2023

CALL TO ORDER – CONTINUED MEETING

Commissioner Schmidt called this continued meeting to order at 6:00 p.m. Commissioners present at the meeting included Commissioners Trudel (PP), Mayle (PP), Johnson (PP), Berg Jr. (PP) and Schmidt (PP).

Schaumburg Park District staff present included Mr. LaFrenere (PP), Executive Director; Mr. Burgess (PP), Director of Finance & Administration; Mr. Ward (PP), Director of Operations; Mr. Parsons (EM), Director of Golf Operations; Mr. Sienkiewicz (EM), Director of Communications & Marketing; Ms. Chapa (PP), Superintendent of Facility Operations; Ms. Ali (PP), Communications Specialist; and Ms. Riddle (PP), Executive Assistant.

Emergency Repair and Replacement of a Plumbing Pipe at SGC to be acted on Monday November 13, 2023 at 6:00pm

Commissioner Schmidt stated, "At the last meeting, on the action agenda was the following item, 'Emergency Repair and Replacement of a Plumbing Pipe at SGC'

At that meeting, we did not yet have all the required paperwork to act on that item. Subsequently, included in a separate packet sent to everyone was the resolution, B&A's proposal, and a rider that modifies the proposal and together constitutes the agreement that is before you for a vote this evening.

Accordingly, I'll entertain a motion to approve Resolution 23-11-3P, a resolution approving emergency expenditure and approving proposal of B&A Plumbing, Inc. for the repair and replacement of sanitary sewer pipe in the Schaumburg Golf Club."

It was moved by Commissioner Mayle, seconded by Commissioner Berg to approve Resolution 23-11-3P, a resolution approving emergency expenditure and approving proposal of B&A Plumbing, Inc. for the repair and replacement of sanitary sewer pipe in the Schaumburg Golf Club

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

The motion carried.

ADJOURNMENT

There being no further discussion, it was moved by Commissioner Johnson, seconded by Commissioner Berg to adjourn the continued regular Park Board meeting at 6:02 p.m.

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

The motion carried.

By: SAH. Berg

Assistant Secretary



**SCHAUMBURG
PARK DISTRICT**

**Thursday, November 9, 2023
Park Board Regular Meeting**

MEETING AGENDA

**Jerry Handlon Administration Building
235 E. Beech Drive
Schaumburg, IL 60193
7:00 p.m.**

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A. AMENDED AGENDA

B. Opening Items

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda

C. Presentations/Introductions

1. Acknowledgement of Commissioner Anniversaries

D. Approval of Minutes

1. Approval of Minutes of October 19, 2023 Regular Meeting

E. Communications

1. Mail
2. Audience Comments

F. Committee Reports

1. Finance Committee

G. Bill List

1. Approval of Approved & Previously Paid Bill List
2. Approval of Approved Engineer Bill List - (NONE THIS MONTH)

H. Information Items

1. Department Updates & Upcoming Events
2. Board/Staff Seminar - December 13, 2023
3. IAPD/IPRA Committee Updates

I. Action Items

1. Preliminary Tax Levy (Memo #B23-178)
2. Appointment of Delegate to IAPD Annual Meeting
3. Safety Manual Policy Update (Memo #H23-147)
4. SGC Ballroom Carpet Proposal (Memo #F23-163)
5. Spring Valley Visitors Center Bid (Memo #F23-177)
6. Emergency Repair and Replacement of a Plumbing Pipe at SGC to be acted on Monday November 13, 2023 at 6:00pm

J. New Business

K. Other Items

L. Adjournment

1. Adjourn the Meeting To Monday November 13, 2023 at 6:00pm.

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

November 9, 2023

Name

Address

Bob Hager

525 CREGGTON LN

Rick Astum

1426 STRATTON Pond

Jack Trull

Dave Johnson

MICHAEL LING

6172 JULIET RD SITE 20 COMPOSITE

Gerardo Mendez

6170 Toliet Rd Country side, IL

DAN WEKSLER

6170 SOLIET RD. CANTYASIDE, IL

Fred Gonzales

1425 Beithuen wach



November 13, 2023

Address

928 Glasbury Ln

118 Branchcut Hill

409 Summit der Sch

2140 LITCHING POST - LCA

407 segundola 7