



# SCHAUMBURG PARK DISTRICT

## MINUTES OF THE FINANCE COMMITTEE REGULAR MEETING

SCHAUMBURG PARK DISTRICT  
235 EAST BEECH DRIVE  
SCHAUMBURG, ILLINOIS

December 14, 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](http://www.parkfun.com) by clicking on the link for the December 14, 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), Mayle (PP) and Schmidt (PP). Committee members Hager (PP) and Osten (PP). Commissioner Johnsons was absent. The Finance Committee Members include Commissioners Berg, Johnson, and Mayle, Mr. Hager and Mr. Osten.

Also present were Mr. LaFrenere (PP), Executive Director; 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; Ms. Chapa (EM), Superintendent of Facility Operations; Mr. Gangler (EM), Superintendent of Recreation Facilities; Ms. Ali (PP), Communications Specialist; and Ms. Riddle (PP), Executive Assistant.

Member of the public present was State Senator Laura Murphy (PP).

**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.**

State Senator Laura Murphy recognized Commissioner Schmidt for his 20 years of service on the Park Board and thanked him for his continued service.

## **APPROVAL OF MINUTES OF NOVEMBER 9, 2023 FINANCE COMMITTEE REGULAR MEETING**

It was moved by Mr. Osten, seconded by Mr. Hager to approve the minutes of the November 9, 2023 Finance Committee regular meeting as presented.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

## **BILL LIST REVIEW – MAIN BILL LIST**

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board approve the bill list in the amount of \$2,247,682.34 as presented.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

## **BILL LIST REVIEW – ENGINEER BILL LIST**



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

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board approve the bill list in the amount of \$76,992.82 as presented.

Ayes: Commissioner Mayle, Mr. Hager and Mr. Osten  
Nays: None  
Absent: Commissioner Johnson  
Recused: Commissioner Berg

The motion carried.

### **FINANCIAL STATEMENT REVIEW**

Mr. Burgess reviewed the financials for the month of October. In the General Fund projections, Mr. Burgess pointed out the tax collections year-to-date amounts for this year compared to last year are out of line which is due to the timing of when the county issues the tax bills and payment deadlines. Mr. Burgess also noted the month-to-date increase in the "Other" column is due to interest income and Olympic Park rentals. Mr. Burgess is projecting a year-to-date net surplus of \$1,900,587.

In the Recreation Fund, Mr. Burgess compared year-to-date revenue to last year's and highlighted that this year's continues to grow and stated that this seems to be the trend over the last three years. Year-to-date expenditures are a bit higher than last year's but are trending down over the next couple of months to be back on budget. Mr. Burgess is projecting a net surplus of \$1,457,377.

In the Golf Course Fund, Mr. Burgess noted that this October's month-to-date compared to last October is mostly the same. Expenditures are a bit over its budget but are expected as the course has been generating revenue leading to more required maintenance.

In the Cash Accounts by Fund, Mr. Burgess highlighted total cash this year is \$41,911,128.62, which is ahead of last year's position, but the interest rates are quite higher over the last couple of years.

In the Recreation Fund by Facility, Mr. Burgess highlighted that the Sport Center is having a good year with a net of \$307,038. The other facilities are either on target or running ahead of their budgets.

### **TAX LEVY ORDINANCE REVIEW (MEMO #B23-199)**

It was moved by Mr. Hager, seconded by Commissioner Mayle to recommend that the Park Board adopt the Tax Levy Ordinance as presented.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None

Absent: Commissioner Johnson

The motion carried.

Mr. Burgess stated that a preliminary tax levy and rate of just over 4% were presented in October and that is now changing to 3.5%. The levy is totaling \$13,340,000.

Commissioner Mayle commended the work of staff to be able to lower the rate and Mr. LaFrenere added that the efficiency of teamwork from all staff across the district including our corporate sponsorships contributes.

#### **PELL ORDINANCE REVIEW (MEMO #B23-200)**

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board adopt the PTELL Ordinance as presented.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

#### **FALL BOND ISSUE REVIEW (MEMO #B23-201)**

It was moved by Mr. Hager, seconded by Mr. Osten to recommend that the Park Board approve the bond sale.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None  
Absent: Commissioner Johnson

The motion carried.

Mr. Burgess stated that this ordinance has two series, 2023B for \$3,000,000 (tax exempt) and 2023C for \$2,123,875 (taxable), to complete the funding of the capital project fund for the current fiscal year. Mr. Burgess noted there is no longer long-term debt, only short-term.

#### **OTHER**

There was no other business.

#### **ADJOURNMENT**

There being no further discussion, it was moved by Mr. Hager, seconded by Commissioner Schmidt to adjourn the Finance Committee meeting at 6:47 p.m.

Ayes: Commissioners Berg and Mayle, Mr. Hager and Mr. Osten  
Nays: None

Absent: Commissioner Johnson

The motion carried.



**SCHAUMBURG  
PARK DISTRICT**

**Thursday, December 14, 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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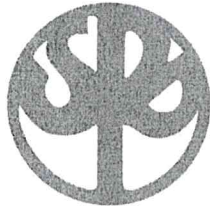
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- A. Call to Order
- B. Approval of Minutes of November 9, 2023 Finance Committee Meeting
- C. Bill List Review - Main Bill List
- D. Bill List Review - Engineer Bill List
- E. Financial Statement Review
- F. Tax Levy Ordinance Review (Memo #B23-199)
- G. PTELL Ordinance Review (Memo #B23-200)
- H. Fall Bond Issue Review (Memo #B23-201)
- I. Other
- J. 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.**





# SCHAUMBURG PARK DISTRICT

## FINANCE COMMITTEE REGULAR MEETING Sign-In Sheet

December 14, 2023

Name

Address

Jack Trudel

118 Branchwood Dr.

Rich Ostsen

1270 STRATTON ROAD

Rob Heger

525 CREIGHTON LN