DUNDEE TOWNSHIP PARK DISTRICT
BOARD MEETING MINUTES

Call to Order

The April 16, 2025 meeting of the Dundee Township Park District Board of Commissioners was held at the Randall Oaks Recreation Center. President Frank Scarpelli called the meeting to order at 7:00 p.m. Commissioners responding to roll call were Treasurer Jim Bonkoski, Secretary John Meschewski and Commissioner Pam Griffin. Vice President Erin O'Leary was absent.

Remote Participation – Consideration to Allow a Board Member to Participate in the Board Meeting by Means of Audo Conference Because of: (a) personal illness or disability; (b) employment purposes; (c) the business of the board; (d) a family or other emergency; or (e) unexpected childcare obligations.
No action taken.

Citizens to be Heard

Resident Hank Faulkner complimented Fernando Diaz and his crew at the Bonnie Dundee Golf Course for the good conditions at the facility.

Staff Reports

None.

Consent Agenda

A. *Approval of Items to be considered for Consent Agenda – Meschewski made a motion with a second by Bonkoski to approve the Items to be considered for the Consent Agenda. The motion passed 4-0. This includes:*
   I. *April 2, 2025 - Regular Board Meeting Minutes*
   II. *Accounts Payable Check Register Dated – April 16, 2025*
   III. *Financial Report – Period Ending March 31, 2025*
   IV. *NRPA Conference Attendance*
   V. *Audit Renewal - Sikich*

B. *Approval of Consent Agenda – Bonkoski made a motion with a second by Griffin to approve the Consent Agenda as presented. The motion passed 4-0.*

Director's Report

A. Certificate of Achievement for Excellence in Financial Reporting - Fiscal Year Ending April 30, 2024 - Peterson complimented Director of Business Services Greg Gannon and his staff for receiving the certificate. It takes a great deal of effort in reporting additional information and working with the auditors to achieve this. This is the sixth year in a row that the District has received this honor due to Gannon and his staff's commitment.

B. PowerPlay Grant Received - Peterson complimented Recreation Manager, Erin Weingart, for applying and receiving a PowerPlay grant in the amount of $1,000 to be used for after school programming. The grant will enhance the Circle of Friends program with contributions toward fitness, nutrition and more.

C. NISRA Golf Outing - Peterson invited the board to the NISRA Golf Outing on Friday, June 6 at the Randall Oaks Golf Course. This is an opportunity to support the member association that the Park District belongs to and allows for networking opportunities.

D. 5-Year Capital Plan Workshop - Peterson reminded the board that a workshop to review our capital improvement plan is scheduled for Wednesday, April 23 at 5:00 p.m. at our Rakow Center's Adult Activities Center. He noted that not only is it important to receive information on costs to build and operate an aquatic facility, but it is also important to understand the District's capital plan needs. This information will be presented by the staff. Then, the board can make an informed decision on next steps in considering a referendum in the future.

E. March Golf Report - Peterson shared the rounds of play and green fee revenue at both the Randall Oaks and Bonnie Dundee golf courses for the month of March. This information provided five years of history at both courses.

<u>President's Report</u>
None.

<u>Old Business</u>

A. Recreation Drive - Intergovernmental Agreement and Plat of Dedication - Peterson discussed the comments provided by our attorney, Scott Puma, related to the Plat of Dedication and Intergovernmental Agreement. The attorney did a deed search into any restrictions and found none that would prohibit us from deeding the driveway extension beyond Recreation Drive. Peterson went on to share the comments Puma made related to the IGA and emphasized the concern that there was nothing in the language that addresses if the $200,366 threshold amount becomes greater. Safety measures are included in the most recent draft of the IGA which was important to all parties.

President Scarpelli pointed out the unknowns related to stormwater management and wetlands and to make sure that we keep an eye on this.

Meschewski made a motion with a second by Griffin to approve the Recreation Drive Plat of Dedication and the Intergovernmental Agreement with the conditions that Attorney Puma's comments are addressed and that the Park District will not contribute more than $205,000 toward the construction. The motion passed 4-0.

New Business

A. FY 2026 Budget Presentation –Peterson explained that the budget process begins in November with department heads working with their staff on projecting revenues and expenditures to finish out the fiscal year. Director of Business Services, Greg Gannon reviewed the Budget Highlights & Assumptions which included Health Insurance cost reflecting a 6% increase, Merit Raises for full-time employes at 4% increase, Fund Balance Policy targets are met for all funds for the FY 2026 budget year. $2.6 million in capital projects is budgeted for FY 2026. Previous FY total projects budget was $2.3 million. Golf Course activity projected to operate at a combined profit of $203,722 for FY 2025. Budgeting for a combined excess of $81,894 for FY 2026. Randall Oaks is budgeting for a $0 balanced budget for FY 2026 and Bonnie Dundee is budgeting for a profit of $81,894.

In efforts to retain and recruit valuable employees, a salary adjustment is reflected in the budget to move employees to the mid-point of their salary grades when appropriate. The FY 2026 net deficit is expected to be ($693,372). This decrease is attributed to an additional $200,000 in capital expenses, an additional full-time facilities position in Park Services, wage increases and a general increase in expenses due to inflation. The spenddown is intentional while still meeting the fund balance policy within every fund.

Recreation Fund Budget Highlights includes: $65,000 in rental revenue has been budgeted for the next fiscal year related to the Fox River Valley Public Library lease at our Randall Oaks Recreation Center. This lease is extended through 2027. Community outreach events and new programs support our strategic plan and initiatives. Fitness membership rates remain the same as the previous year. Throughout the Recreation Fund, utilities, materials and supplies have been budgeted to reflect more recent pricing.

Golf Course Operations highlights includes greens fee blended increase for both course’s fees are benchmarked with other local courses. An additional FT position was added to the department equating to an additional expense of $80,000 which represents salary and health benefit expenses. Golf cart and membership fee increases are reflected. The revenue reflects a decrease in rounds compared to previous year as the previous winter was unusually warm. The GPS annual cost is now included with the new golf cart lease (5-year lease to own) within capital. The $52,000 expense is no longer within the operating budget.

All District Funds combined have a projected FY 2025 beginning fund balance of $6,273,825 with a proposed FY 2026 balance of $7,450,945. The ending fund balance projected for FY 2025 is $7,450,945 with a proposed FY 2026 balance of $6,757.573. Reflected in the Proposed Capital Expenditures are $503,450 in Recreation Services, $842,203 in Park Services, $925,494 in Golf Courses and $337.000 in Business/Administrative Services. A PowerPoint summary of the FY 2026 Budget was presented. The slides shown are available in more detail on the District's website at www.dtpd.org

Meschewski made a motion with a second by Bonkoski to approve the Proposed Budget FY 2026 as presented. The motion passed 4-0.

Closed Session

A. Personnel Matters 5 ILCS 120/2 (c) (1)
B. Purchase or Lease of Real Property 5 ILCS 120/2 (c) (5)
C. Discussion of Pending, Probable or Imminent Litigation By or Against the Park District or an Employee 5 ILCS 120/2 (c) (11)

At 8:19 p.m., Meschewski made a motion with a second by Griffin to go into closed session. The motion passed 4-0.

At 9:29 p.m. the regular session was reconvened.

Adjournment

Bonkoski made a motion with a second by Meschewski to adjourn the meeting. The motion passed 4-0. The meeting adjourned at 9:29 p.m.

Note: The next board meeting is scheduled for May 7, 2025, at the Randall Oaks Golf Club