



## DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

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The April 20, 2022 meeting of the Dundee Township Park District Board of Commissioners was held at the Randall Oaks Golf Club and called to order at 7:04 p.m. by President Erin O'Leary. Commissioners responding to roll call were, Vice President Jim Bonkoski, Secretary John Meschewski, Treasurer Frank Scarpelli, and Commissioner Craig Rakow.

### Citizens to be Heard

None

Proclamation – Recognizing the Dedicated Service of Bob Issel. –Executive Director Dave Peterson and President Erin O'Leary formally recognized Bob with a proclamation recognizing his dedicated service since the 1980's as a youth official for the park district. Several guests and staff spoke briefly, on how Bob has been a positive influence on the kids he worked with as well as other staff members.

### Staff Reports

Finance - Director of Business Services, Greg Gannon, reviewed the business services report as of March 31, 2022. As of March 31, the District had a total Fund Balance of \$7.0 million vs \$5.8 million last FY. Corporate Fund is at \$2.7 million, Recreation Activities at \$3.2 million and Capital Improvement at \$1.3 million. As of the end of the month, all funds have met or exceeded the fund balance policy percentage thresholds. Corporate Fund is at \$434,000 ahead of the prior year. In Corporate, we have seen an increase in tax receipts and an increase in net at the zoo, which was closed the majority of last fiscal year. Recreational activities portion of the Recreation Fun is at \$883,000 net over the prior year. This is due to increased tax allocation to the fund this year of \$600,000 along with net increases in programming and COF over the slow program last year due to COVID. For Capital projects, we have spent \$1.3 million of the \$2.1 million budget for the fiscal year.

Both golf courses combined for an excess of \$530,000, a decrease of \$215,000 over the prior year. In the month of March, Randall Oaks Golf Club recognized total golf revenues of \$18,000. ROGC net has decreased \$291,000 over the prior year with a net of \$216,000 vs a net of \$508,000 the prior year. This decrease is due to a decrease in golf revenues of \$62,000. Golf department wage expenses have increased \$131,000 due to more staffing during this past golf season vs the slower PT COVID season. Also contributing to the deficit is a decrease in Food & Beverage net of \$46,000, which is due to an increase in expenses over the prior year.

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Bonnie Dundee Golf Club continues to perform well with a net increase of \$76,000 over the prior year. In the month of March, BDGC recognized a total golf revenue of \$17,000. This is mainly due to a decrease in grounds expenses of \$62,000.

*Frank Scarpelli made a motion with a second by John Meschewski to approve the March 2022 Finance Budget Report as presented. The motion passed 5 to 0.*

- A. Golf Update - Executive Director Dave Peterson summarized revenue totals for Simulator Activity during the winter months of January – Early April, 2021 and 2022 comparison. Food and drink for 2022 are at \$38,402, a decrease of \$513 from last year, the simulator rentals are at \$43,494, a decrease of \$6,790 from last year, and Personnel Costs are at \$26,251, a decrease of \$12,664 from last year.

Consent Agenda

Approval of Items to be Considered for Consent Agenda – Frank Scarpelli made a motion with a second by John Meschewski to approve the Items to be Considered for the Consent Agenda including the April 6, 2022 Regular Board Meeting Minutes and the Accounts Payable Check Register dated April 20, 2022. The motion passed 5 to 0.

Approval of Consent Agenda – Craig Rakow Meschewski made a motion with a second by Jim Bonkoski to approve the Consent Agenda. The motion passed 5 to 0.

Director's Report

Boys and Girls Club (BGCDT) Community Recognition Reception Invitation – Peterson invited the Board to attend the May 11 reception at the Randall Oaks Golf Course.

President's Report

None.

Old Business

None.

New Business

- A. Consideration to Approve Unneeded Property Ordinance No. 22-01 – Peterson explained that the District owns and maintains miscellaneous equipment through different departments. Staff recommends to the Board to consider authorizing the sale or conveyance in the most expedient manner of equipment as listened in the ordinance.

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*Frank Scarpelli made a motion with a second by John Meschewski to approve Ordinance No. 22-01 as presented. The motion passed 5 to 0.*

- B. Consideration to Approve Resolution No. 22-04 Bonnie Dundee Golf Course to Remain Operational at This Time – Peterson explained that the Bonnie Dundee Golf Course has been sustained with user fees and property tax dollars over the years of operation. Community input meetings and board discussions have taken place to discuss the property. Under the general provisions of the Open Meetings Act, Peterson explained under the language within the Resolution that no further discussions will take place at this time, as the Board has determined that the Bonnie Dundee Golf Course shall not be repurposed and it shall remain open for golf.

Scarpelli expressed concern with the language used that “no further discussions” was in the resolution. Extensive discussion followed from the Commissioners as well as citizens in the audience.

*John Meschewski made a motion with a second by Jim Bonkoski to approve Resolution No. 22-04 for Bonnie Dundee Golf Course to remain operational at this time. The motion passed 3 to 2. Commissioners O’Leary and Scarpelli voted against the passage of the Resolution.*

- C. Consideration to Approve the 2022/2023 FY Budget - Director of Business Services Greg Gannon went through the Budget highlights that included health insurance costs reflecting a 5% increase, merit increases for full-time employees of 3%, and minimum wage increases. Fund Balance policy targets are met for all funds with the exception of the Recreation Fund, which includes both golf courses, and the addition of two F-T staff.

Property Tax Revenue – Gannon went on to explain that the District levied \$5,000, the maximum 4 cents. The District receives 5.1% of a homeowner’s property tax bill. Equalized Assessed Valuation (EAV) for FY-2022 (tax year 2021) has increased 3.2% over prior year. Over the past 5 years, the District’s EAV has increased an average of 5.6%. As EAV increases, the tax rate decreases. Tax rate in FY-2022 decreased due to levying less in the Special Recreation Fund. Corporate Fund tracks all expenses related to the general needs of the District. The Revenue in this fund is sourced from a mixture of property taxes, Randall Oaks Park/Zoo fees, and other miscellaneous income. \$1,194,805 was transferred to the Capital Improvement Fund to fund the Rakow Center locker room renovation project and the ROGC irrigation pump house replacement.

Recreation Fund – Superintendent of Recreation, Tammy Greco, went through the revenue strategy including proposed fees for pool passes at no change, daily admission increase of \$1.00 for residents and \$1.25 for non-residents, and swim

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lessons at \$5 per session. Preschool, Early Childhood & Youth is proposed for a 3% increase. Day and Sports Camp is proposed for a 4% increase, Circle of Friends for a 5% increase. Deputy Director Ross Bertone explained that Fitness Memberships would increase \$60 per year and Personal Training at \$3 per session. Bertone reviewed the Recreation Fund Budget Highlights which include utilities budgeted at current cost levels, \$100,000 scheduled to be contributed to Boys and Girls Club of Dundee Township with additional \$25,00 contribution for the Impact Center. Two Recreation Services staff will be attending NRPA's Annual Conference and 16 staff are budgeted to attend IAPD/IPRA Conference and \$2,500 is budgeted for customer service events throughout the year. Also included is an additional \$16,100 for a new aquatic seasonal position and an additional \$4,000 for slide tube replacement. Additional trips have been budgeted in the AAC. The program guide printing costs has increased 17.5% due to paper cost. Calendar year 2022 marks the end of the second 5-year Fox River Valley Library lease at the Randall Oaks Recreation Center. It is anticipated that both parties will agree on another lease, thus, \$65,000 has been budgeted for the next fiscal year. Minimum Wage will increase to \$13/hour on January 1, 2023. Aquatics budgeted an hourly pay scale from \$12 to \$16 depending on position. Custodial staff starting pay will increase to \$15/hr and COF Care providers increased to \$13/hr. Recreation Fund budget highlights include utilities budgeted at current cost levels.

Golf Course Operations include greens fee increases implemented at \$1 to \$3 per 18-hole round. Golf cart and membership fee increases are also reflected. Some materials/commodities reflect significant increases due to inflation. An additional F-T golf professional position has been added to the staff. Randall Oaks and Bonnie Dundee Golf Activity tracks all revenue and expense activities related to the operation of Golf Clubs.

Frank Scarpelli made a motion with a second by John Meschewski to approve the 2022/2023 Fiscal Year Budget as presented. The motion passed 5 to 0.

At 8:26 p.m., Craig Rakow made a motion with a second by Jim Bonkoski to go into Closed Session. The motion passed 5 to 0.

Closed Session

- A. Personnel Matters 5 ILCS 120/2 (c) 1
- B. Pending, Probable or Imminent Litigation 5 IL CS 120/2(c)(11)

At 8:42 p.m. regular session reconvened.

Adjournment

Frank Scarpelli made a motion with a second by John Meschewski to *adjourn the meeting*. The motion passed 5 to 0. The meeting adjourned at 8:43 p.m.