



DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

The January 4, 2023 meeting of the Dundee Township Park District Board of Commissioners was held at the Rakow Center. President Frank Scarpelli called the meeting to order at 7:02 p.m. Commissioners responding to roll call were Treasurer Jim Bonkoski, Secretary John Meschewski and Commissioner Craig Rakow. Vice President Erin O'Leary joined the meeting at 7:05 p.m.

Citizens to be Heard

None.

Staff Reports

- A. Finance - Director of Business Services, Greg Gannon, reviewed the finance report as of November 30, 2022. The District had a total Fund Balance of \$12.1 million vs \$11.9 million last Fiscal Year, Corporate Fund at \$3.0 million, Recreation Activities at \$5.0 million and Debt Service at \$1.2 million. The Debt Service balance will come down to under \$300,000 by the end of December and we will be paying off our remaining debt payments for the FY in December. As of the end of the month, all funds have met or exceed the Fund Balance policy percentage thresholds. Corporate Fund is at \$1.2 million behind the prior year, mainly due to the \$1.2 million transferred to Capital Improvement this FY that was not done last FY. The Zoo net is up \$23,000 over the prior year with their revenues up \$64,000. Recreational activities portion of the Recreation Fund is down \$311,000 in net over prior year. This is partially due to lower property tax allocations to the Recreation Fund this FY and some increases in materials and supply costs. Fitness has a net excess of \$47,000, up \$59,000 over the prior year. Circle of Friends has a net excess of \$335,000, up \$63,000 over the prior year. For Capital projects, we have spent \$1.3 million of the \$2.5 million budget for the fiscal year.

Both golf courses combined for an excess of \$947,000, a decrease of \$9,000 over the previous year. Randall Oaks Golf Course net reported at \$597,000, which is an increase of \$79,000 over prior year. Golf revenues YTD are up \$168,000 over the prior year. Bonnie Dundee Golf Course net reported at \$350,000, a decrease of \$87,000 over the prior year. Golf revenues FYTD are up \$13,000 over the prior year. The main area causing the decrease in net over the prior year is the increase in expenses we have seen in the F&B area of the course and increases in labor and supply costs over the prior year.

Craig Rakow made a motion with a second by John Meschewski to approve the November 2022 Budget Reports as presented. The motion passed 5 to 0.

- B. Golf Update – Executive Director, Dave Peterson summarized revenue totals May through November 2019 - 2022 Comparison:

Page 2
Dundee Township Park District
Board Meeting Minutes
January 4, 2023

GOLF REPORT	Randall Oaks Golf Club	Bonnie Dundee Golf Club
Golf Rounds of Play through November	2019 – 28,985 2020 – 37,008 2021 – 40,428 2022 – 36,448	2019 – 24,648 2020 – 33,244 2021 – 35,647 2022 – 33,216
Green Fee Revenue May Through November 2019 - 2022	2019 - \$673,033 2020 - \$885,742 2021 - \$829,041 2022 - \$895,466	2019 - \$423,868 2020 - \$605,842 2021 - \$582,470 2022 - \$583,387
Golf Cart Revenue May through November 2019 - 2022	2019 - \$164,059 2020 - \$266,699 2021 - \$284,848 2022 - \$299,819	2019 - \$130,448 2020 - \$200,630 2021 - \$234,290 2022 - \$246,069
Season Pass Revenue 2019 - 2022	2019 - \$148,657 2020 - \$155,101 2021 - \$217,460 2022 - \$298,231	
Driving Range Revenue 2019 - 2022	2019 - \$51,269 2020 - \$63,927 2021 - \$53,602 2022 - \$70,421	

Consent Agenda

Approval of Items to be Considered for Consent Agenda – Jim Bonkoski made a motion with a second by Erin O’Leary to approve the Items to be considered for the Consent Agenda including the December 7, 2022 Board Meeting Minutes and the Accounts Payable Check Register dated December 21, 2022. The motion passed 5 to 0.

Approval of Consent Agenda – Erin O’Leary made a motion with a second by John Meschewski to approve the Consent Agenda. The motion passed 5 to 0.

Director’s Report

- A. Peterson reminded the board that the IPRA Conference is coming up at the end of the month and that they can still sign up for it. There will be a dinner for the staff attending the conference and the board is invited to attend. They are encouraged to attend and let Peterson know if they are interested.
- B. Woodland School Subdivision – The Village of Carpentersville board approved the subdivision of the Woodland School property last night at their meeting. There are two lots within the just over 10 acres, one being the open space that will be owned by the Park District, and the other the building and parking lot which will be given to the Boys and Girls Club of Dundee Township.
- C. The upcoming April 4 election has two board seats open. Frank Scarpelli and Pam Griffin have filed petitions at the office and will be place on the ballot. Commissioner Rakow, after 42 years of community service, has decided not to run. Peterson said that Rakow would be recognized at the end of his term.

Page 3
Dundee Township Park District
Board Meeting Minutes
January 4, 2023

President's Report

None.

Old Business

None.

At 7:17 p.m., Jim Bonkoski made a motion with a second by Erin O'Leary to go into closed session. The motion passed 5 to 0.

At 7:36 p.m. regular session reconvened.

New Business

- A. Ordinance No. 23-01, an Ordinance Amending the Appropriation Ordinance for the Fiscal Year Beginning May 1, 2022 and Ending on April 30, 2023. Due to the settlement/refund of real estate taxes, this resulted in an unbudgeted expense that exceeds the approved Appropriation Ordinance passed in June 2022. Staff recommends transferring the necessary monies from the Corporate Fund to the Special Recreation Fund in the amount of \$197,074.79.

Craig Rakow made a motion with a second by Erin O'Leary to approve Ordinance No. 23-01 as presented. The motion passed 5 to 0.

- B. Resolution No. 23-01 Authorizing the Accumulation of Funds for compliance with the Americans with Disabilities Act and the Park District's ADA compliance plan. The initial funding within the Special Recreation Fund, for the purposes of accumulation, will be \$260,140.00, effective immediately upon adoption of this Resolution. Staff recommends passing Resolution No. 23-01, allowing for an accumulation of funds to address the ADA audit.

Erin O'Leary made a motion with a second by John Meschewski to approve Resolution No. 23-01 as presented. The motion passed 5 to 0.

- C. Closed Session Minutes From December 7, 2022

Erin O'Leary made a motion with a second by John Meschewski to approve the Closed Session Minutes from December 7, 2022 as presented. The motion passed 5 to 0.

Adjournment

Jim Bonkoski made a motion with a second by Erin O'Leary to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 7:37 p.m.

Note: The next board meeting will be held January 18, 2023.