



## DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

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The February 1, 2023 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 Vice President Erin O’Leary, Treasurer Jim Bonkoski. Secretary John Meschewski and Commissioner Craig Rakow.

### Citizens to be Heard

None.

### Staff Reports

- A. Randall Oaks Recreation Center Facility Manager, Hank Faulkner led a tour of the Training Zone. This space was previously occupied by a daycare program. Staff felt the space would be better utilized for personal training sessions.
  
- B. ADA Plan Update –Faulkner explained that the District has completed ADA audits as we worked with WT Group. Back in 2011, 3019 items encompassing 55 sites were identified. In the 2021 transition plan, 852 items encompassing 11 sites were reviewed. The breakdown of the 2021 transition plan included priority listing of projects per site, high cost projects, and in-house assigned items. The plan was broken down into phases per year with an estimated cost of \$2,054.847. Faulkner reviewed the completed projects since 2021, which include 17 projects throughout the district to be completed by May 2023 including the ACC Center Parking and the Rakow ADA water fountain in the gym.
  
- C. Safety Action Team Goals Recap – Superintendent of Human Resources and Risk Management Jackie Pierce walked the board through the goals that have been accomplished by the Safety Action Team. They included revising the safety manual, developing and implementing the employee training plans, developing a plan to address assessments identified on the slip, trip and fall form, implementing a Safety Data Sheet program and evaluating first aid kits and the ongoing maintenance of them.

### Consent Agenda

*Approval of Items to be Considered for Consent Agenda – Jim Bonkoski made a motion with a second by Craig Rakow to approve the Items to be considered for the Consent Agenda including the January 25, 2023 Special Board Meeting Minutes and the Accounts Payable Check Register dated February 1, 2023. The motion passed 5 to 0.*

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

**Page 2**  
**Dundee Township Park District**  
**Board Meeting Minutes**  
**February 1, 2023**

Director's Report

- A. Peterson informed the board that staff is conducting the search for a full-time in-house IT professional and that this position will mostly replace the contractual services performed by Excaltech.
- B. Peterson has observed a noticeable increase in activities within our recreation center as our community becomes more comfortable during this post-pandemic time.
- C. Our Frozen 5K event takes place this Saturday with 100+ registered and more anticipated to sign up the morning of. The running course is mostly on the front nine of the golf course.
- D. Peterson informed the board that he is pursuing the CPRE certification by attending virtual classes during the months of February and March. Subsequently, he will take the exam.

President's Report

- A. President Scarpelli reviewed the IPRA Conference that he attended with staff and discussed a couple of learning points that he has taken back to our Park District.

Old Business

None.

New Business

- A. Woodland School Agreement - Peterson stated that the Agreement includes some contingencies to protect the Park District. However, there is always the possibility that a long-term lease could be entered into with the BGCDT if the petition with the Courts is denied to convey the less than 3 acres. Discussions ensued and President Scarpelli asked staff to look into the possibility of the BGCDT agency no longer existing, and what that would mean with the building and parking lot parcel.

*Jim Bonkoski made a motion with a second by John Meschewski to approve the purchase and sale agreement as presented. The motion passed 5 to 0.*

*At 8:10 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.*

**Page 3**  
**Dundee Township Park District**  
**Board Meeting Minutes**  
**February 1, 2023**

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 8:23 p.m. regular session reconvened.

Adjournment

*Craig Rakow made a motion with a second by John Meschewski to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 8:23 p.m.*

**Note: The next board meeting will be held February 15, 2023 at the Randall Oaks Recreation Center.**