



DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

The March 15, 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. Fitness Center Operations Update – Fitness Manager, Bill Hepperle provided an update on Fitness Center Memberships. 2,654 memberships were sold as of March 2023. This is 367 higher than the previous year at this time. The membership high was at 3,062 prior to COVID. Total was at 1,654 after reopening from COVID. Fitness Center Facility visits at Randall Oaks is currently 16,729 for 2023 with a projected total visits at 100,374. Visits to Rakow Center are at 6,984 with a projected year-end at 41,904. Hepperle also mentioned that the Frozen Oaks 5K registered participants was at 133, about 55 less than the previous year.

Other highlights included Fitness Center cardiovascular equipment renovation with fee increase of \$60 per year for all fitness Membership fee types, which is a 5% increase. The fee increase for 2023 has been postponed until the later in the calendar year. Randall Oaks Group exercise facility visit is projected to reach 10,098 for 2023. The numbers have not reached the pre-pandemic level but due to outstanding marketing efforts, staff feels they are heading in that direction. Rakow Center Visits are projected at a total of 3,738 for 2023.

The health Insurance fitness programs serve the 65+ community with two programs that offer reimbursable revenue from insurance companies. The silver sneakers membership total is 514 and reimbursed at \$2.50 per visit up to 8 visits a month per member. The Renew Active Membership total is 116 and is reimbursed at \$3.00 per visit up to 10 visits a month per member. Corporate memberships currently has 28 organizations enrolled. Staff will continue efforts to increase that untapped revenue stream in recruitment efforts. The personal training room fee has increased \$3 per session for all personal training packages; an increase of 7%. The project cost was \$42,765 and completed at \$1,734 under budget.

Consent Agenda

Approval of Items to be Considered for Consent Agenda – John Meschewski made a motion with a second by Erin O’Leary to approve the Items to be

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considered for the Consent Agenda including the March 1, 2023 Board Meeting Minutes, the Accounts Payable Check Register dated March 15, 2023 and the Monthly Finance Report for the Period Ending February 28, 2023. 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. OSLAD Grant Update – Executive Director, Dave Peterson informed the board that \$60 million has been announced to be available in the next OSLAD cycle. He said that monies available for capital projects is good, but having to match the amount makes it difficult with the backlog of capital projects that are within our 5-year capital plan. He suggested that staff will focus instead on trying to catch up with the capital outlay projects that we have fallen behind with.

- B. Village of West Dundee Park Donation Funds Letter of Request For Release – Randall Oaks Park Front Shelter Project – Peterson presented a draft letter to the board that he would like to release to the Village of West Dundee board, asking for park donation funds to be released to offset the cost of replacing the front shelter at the Randall Oaks Park. The board consensus was to move forward with asking for the release of these monies.

- C. LifeZone Update – Field Requests Peterson and Deputy Director Bertone explained to the board the request that LifeZone is looking for field space to run a Lacrosse program. They prefer Prairie Meadow Park as it is in their backyard. However, our in-house enrollment has almost doubled, and we have an established relationship already with the Fox Valley Bayern Munich soccer organization. Peterson said that they will be sitting down with LifeZone next week and try to find some field space for them in an attempt to work with them.

- D. Rakow Locker Room Renovation Update - The locker room renovation has been delayed due to the permit process not being completed until yesterday. The contractor and Village of Carpentersville have been working through some permitting details in the last months. Now that the permit is in hand the construction will begin next week.

President’s Report

None.

Old Business

None.

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New Business

- A. Grandview Park Playground Bids - Superintendent of Parks, Mark Simon explained that in October of last year, the playground at Grandview Park suffered catastrophic damage in a fire. Staff have been working on replacement plans and have requested bids for installation of new equipment. Bids for the project were advertised with five proposals received. Staff has reviewed the bid forms and found everything in order. Staff recommends approving the bid submitted by George's Landscaping for \$159,125.

Erin O'Leary made a motion with a second by Jim Bonkoski to approve the bid submitted by George's Landscaping in the amount not to exceed \$159,125 as presented. The motion passed 5 to 0.

- B. Adult Activities Center Parking Lot ADA Parking Lot Improvement – Randall Oaks Recreation Center Facility Manager, Hank Faulkner, explained that a pre-bid meeting was held to review the scope of the project with four contractors attending. Subsequently, a bid opening was held with three bids submitted. Owner Steve Straub has analyzed all bids and checked references. The lowest responsible bidder that falls within the estimated project amount is Abbey Paving Co., Inc. in the total project amount of \$98,200. The funding will come from the Special Recreation Fund and aligns with the recently approved Resolution, which allows for the accumulation of funds for purposes to address the ADA plan.

Craig Rakow made a motion with a second by Erin O'Leary to accept the bid from Abbey Paving Co., Inc., in the amount not to exceed \$98,200 as presented. The motion passed 5 to 0.

At 7:35 p.m., Erin O'Leary 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. 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 7:48 p.m. regular session reconvened.

Adjournment

Erin O'Leary made a motion with a second by John Meschewski to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 7:49 p.m.

Note: The next board meeting is scheduled for April 5, 2023 at the Randall Oaks Recreation Center.