



DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

The April 19, 2023 meeting of the Dundee Township Park District Board of Commissioners was held at the Sleepy Hollow Pool and Building. 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

None.

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 April 5, 2023 Board Meeting Minutes, the Accounts Payable Check Register dated April 19, 2023 and the Monthly Finance Report for the Period Ending March 31, 2023. The motion passed 5 to 0.

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

Director’s Report

None.

President’s Report

None.

Old Business

None.

New Business

- A. Tour of Sleepy Hollow Pool and Update – Staff took the Board of Commissioners on a tour of the current conditions of the Sleepy Hollow Pool facility. The walls throughout the swim pool showed large pieces of concrete having broken off from the freeze/thaws and the swim pool floor showed greater damage than has been seen in the past. Staff had already begun to repair damaged walls in preparation for the 2023 season. The tour ended and the board and staff went back to the board room and discussed engineer opinions that were received in recent months.

Inside the board room, Peterson reminded the board that one of the initiatives of the Strategic Plan is: Research the feasibility of adding an aquatics facility on the west side of town, given that Sleepy Hollow Pool is beyond its useful life.

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Deputy Director Bertone told the board that staff will be sharing opinions received by WT Engineering and Maverick Pools on the pool shell and making recommendations to the board on next steps.

Facility Manager Ken Saveley addressed the inquiries made back at a December board meeting related to pool shell options:

- Installation of additional concrete/rebar inside of current pool shell
- Installation of steel sheets inside of current pool shell
- Liner installation inside of current pool shell

The opinions of local engineers from WT Engineering and Maverick Pools indicated that it would not be effective to do any of the above installations due to the very poor integrity of the existing 60+-year pool shell. This information/communication was in the board packet. Discussion ensued and a consensus was reached that nothing more could be done with the existing pool shell and that the opinion from WT Engineering that the pool shell could last 1-3 years is the reality.

Additional information was provided to the board regarding aquatic standards related to square footage based on population, water loss of over 2.7 million gallons in 2022 and program space challenges with the potential of Sleepy Hollow Pool shutting down.

Peterson encouraged the board to make a formal motion that goes on record to commit to keeping the swim pool open for the next three years, provided the pool shell will last, and allow staff, meanwhile, to communicate with Community Unit School District 300, residents and Speer Financial.

Jim Bonkoski made a motion with a second by Erin O'Leary to keep Sleepy Hollow Pool open through the 2025 season and making this the last year, provided the pool shell last that long, and meanwhile, have staff communicate with Community Unit School District 300, Dundee Township residents and Speer Financial regarding the exploration of a future west side aquatic facility.

- B. 2023/2024 Fiscal Year 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 4%, and minimum wage increases that have impacted all budgets especially Aquatics. Fund Balance policy targets were met for all funds with the exception of the Recreation Fund. The shortage is due to the transfer of \$750,000 to the Capital Improvement Fund to help fund the new zoo-building project and the golf course operations and their deficits over the years. Golf course activity proposed to operate at a combined profit of \$160,261 ending FY-2023. The proposed golf budget reflects a combined excess of \$163,095 ending FY-2024.

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Proposed Fees - Recreation to increase 5.1% for programs throughout the department. This increase, along with the 5% tax levy increase will lessen the impact of the cost of materials and supplies and the adjustment in increasing our minimum wage from \$13 to \$15/hr. Fitness membership increases will be 3% in the fall, less than other areas due to the significant increase imposed in 2022. Minimum wage increase will help recruit and retain employees, as the market has been a challenge in the last several years. The impact on the budget is significant, but will go a long way in retaining good employees.

Recreation Fund – Peterson highlighted that \$100,000 is scheduled to be donated to the Boys and Girls Club of Dundee Township. This includes an additional \$25,000 for the Impact Center. Monies are budgeted in support of furthering professional development. The IPRA and NRPA conference are available to the Recreation Department staff. Community outreach events include Kite Fly Day, Family Nights, and Fishing Day. These support our strategic plan and initiatives. New programs include a summer youth basketball league and adult basketball league. Summer concerts and special events will be provided to the community as well.

Golf Course Operations include greens fee increases implemented with a blended 5% increase. Golf cart and membership fee increases are proposed.

Erin O’Leary made a motion with a second by Craig Rakow to approve the 2023/2024 Fiscal Year Budget as presented. The motion passed 5 to 0.

- C. Personnel Policy Amendments – Vacation and Personal Days –Deputy Director, Ross Bertone reviewed the Personal Days policy outlining the number of personal days employees receive on a calendar basis and how they can be used for any reason. The following changes have been made to policy 2.8 Personal Days for the Board’s review and consideration. Increase the number of Personal Days given to each employee from two to six per year.

Vacation Leave Amendments – Bertone also outlined the vacation leave accrual amount employees receive based on length of service. There was also added an additional accrued annual benefit amount of 25 days after 14 years of service. Vacation time accrual still cannot exceed the 240 hours maximum.

John Meschewski made a motion with a second by Erin O’Leary to approve the changes made to the Personnel Policy Manual policy 2.8 Personal Days and Policy 2.13 Vacation Leave as presented. The motion passed 5 to 0.

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Adjournment

John Meschewski made a motion with a second by Jim Bonkoski to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 9:07 p.m.

Note: The next board meeting is scheduled for May 3, 2023 at the Randall Oaks Golf Club.