



## DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

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The October 19, 2022 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 and Commissioner Craig Rakow. Vice President Erin O’Leary and Secretary John Meschewski were absent.

### Citizens to be Heard

Resident Mike Tennis of Sleepy Hollow pointed out matters related to the General Obligations Bond rates, the Treasurer’s Report and Health Insurance employee contributions.

FY 2021/2022 Annual Comprehensive Financial Report was reviewed with the Board by Laura Babula of Sikich LLP.

*Craig Rakow made a motion with a second by Jim Bonkoski to approve the FY 2021/2022 Annual Comprehensive Financial Report. The motion passed 3 to 0.*

### Staff Reports

- A. Finance – Director of Business Services, Greg Gannon, reviewed the business services report for September 2022. As of September 30, the District had a total Fund Balance of \$11.9 million vs \$9.6 million last FY. Corporate Fund was at \$3.0 million, Recreation Activities at \$4.8 million and Debt Services at \$3.0 million. To date, the District has collected 98% of its promised property taxes from Kane County. Debt Service balance will come down to under \$300,000 by the end of December and we will be paying off our debt payments in November and December. As of the end of the month, all funds have met or exceed the fund balance policy % thresholds except capital improvement which will come back above \$2 million in November when we receive the GO Bond proceeds. Corporate Fund is \$1.4 million behind the prior year, mainly due to the \$1.2 million transferred to Capital Improvement this FY. The Zoo’s net is up \$24,000 over last year, with their revenue up \$51,000. Recreational activities portion of the Recreation Fund is down \$490,000 in net revenue over the prior year. This is due to lower property tax allocations to the Recreation Fund this FY and some increases in materials and supply costs.

Both golf courses combined for an excess of \$909,000, a decrease of \$167,000 over the prior year. Randall Oaks Golf Course reported revenue net at \$542,000, which is a decrease of \$88,000 over last year. The area that has been struggling is Food & Beverage as their revenues are down \$99,000 due to the loss in banquets revenue that we have had. Golf revenues YTD are up \$69,000 over the prior year, Bonnie Dundee Golf Course net revenue is \$368,000, a decrease of \$79,000 over the prior year. Golf revenues FYTD are \$725,000 versus \$734,000;

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a \$9,000 decrease. The things causing the decrease at BDGC is an increase in expenses over PY in the grounds department of \$46,000.

*Craig Rakow made a motion with a second by Jim Bonkoski to approve the September 2022 Budget Reports as presented. The motion passed 3 to 0.*

B. Aquatic Operations Update – Tammy Greco, Superintendent of Recreation introduced Mike Eschenbach, Aquatic Manager. Greco mentioned that Eschenbach is a leader at the district and not only runs aquatics but also trains staff in CPR and first aid. Eschenbach went on to report on Aquatic attendance and reviewed revenue summary. The swim team is continuing to grow. Programming at Sleepy Hollow pool has increased and is vital to overall aquatic operations. Lessons are steady and pool time is being utilized. The Cove had a daily fee attendance in 2022 of 17,008, decrease of 743 from previous year. Pool pass attendance in 2022 of 8805 is an increase of 2,255 from previous year. The total attendance of 25,813 is an increase of 1,512 from prior year. Concession revenue was at \$67,888, a net increase of \$20,471 from the previous year, and the gift shop net revenue was at \$8,308, an increase from previous year of \$960. Rakow indoor pool (summer) had lesson revenue at \$46,230, an increase from previous year of \$16,180 and private lesson revenue of \$13,650.50, an increase from previous year of \$1,943.50. He also spoke of his recruitment strategies as well as his efforts toward retention and teambuilding.

C. Golf Update – Executive Director, Dave Peterson summarized revenue totals for Green Fee Revenue and Rounds of Play from Start of Season – Sept. 30, 2019 – 2022 Comparison

<b>GOLF REPORT</b>	<b>Randall Oaks Golf Club</b>	<b>Bonnie Dundee Golf Club</b>
Green Fee Revenue	2019 - \$619,798	2019 - \$397,054
Start of Season Through	2020 - \$737,733	2020 - \$516,496
September 15th	2021 - \$708,920	2021 - \$515,560
	2022 - \$710,268	2022 - \$505,320
Golf Cart Revenue	2019 - \$144,888	2019 - \$122,021
Start of Season Through	2020 - \$220,234	2020 - \$170,900
September 15th	2021 - \$244,992	2021 - \$208,097
	2022 - \$249,507	2022 - \$214,892
Season Pass Revenue	2019 - \$128,607	
Start of Season Through	2020 - \$148,019	
September 15th	2021 - \$217,460	
	2022 - \$288,932	

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

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the Consent Agenda including the October 5, 2022 Board Meeting Minutes and the Accounts Payable Check Register dated October 19, 2022. The motion passed 3 to 0.

Approval of Consent Agenda – Jim Bonkoski *made a motion with a second by Craig Rakow* to approve the Consent Agenda. The motion passed 3 to 0.

Director's Report

- A. Peterson outlined upcoming topics of discussion that will be included in the Board Agenda beginning November 2 with Rakow Center locker room update presentation by Williams Architect. November 16 will include a preliminary design presentation regarding Bonnie Dundee Clubhouse, Golf Operations Report and Golf Grounds Update. The December 7 meeting will review Aquatics Infrastructure, Sleepy Hollow pool conditions, professional services used for informed decision-making, and future direction of the aquatic facilities.

President's Report

- A. President Scarpelli thanked staff for a successful ribbon cutting ceremony at Hickory Hill Park that took place on October 12.
- B. Discussion regarding a November 9 meeting to discuss amongst staff and the board an internal roadway in the Randall Oaks Campus was had. Peterson will make sure to post notice of the meeting and invite staff and other persons who will contribute to the discussion.

Old Business

None

New Business

- A. Consideration for Approval – Ordinance No. 22-04 – An ordinance providing for the issue of approximately \$2,156,715 General Obligation limited tax park bonds, Series 2022, for park improvements, for the payment of certain outstanding obligations of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

*Craig Rakow made a motion with a second by Jim Bonkoski moved to approve Ordinance No. 22-04 as presented. The motion passed 3 to 0.*

- B. The 2023 PDRMA Health & Welfare Benefits Renewal – Jackie Pierce reviewed the Health and Welfare benefit package offered to all employees who work a minimum of 1560 hours annually. Offerings through PDRMA include PPO or HMO plans, dental, vision health insurance, life insurance and employee assistance program. Changes in the plan will have an increase of 4.65% for PPO and an

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increase of 5.93% for the HMO. Dental plans will have a slight increase of 0.48%. Vision plans have increased 17.79%. This increase is due to the vision benefit amount increasing from \$400 to \$600 per year. The Employee Assistance program insurance will have a decrease of 4.7%. The District's 2023 recommendations include keeping the vision the same with the new \$600 allowance plan. Change Dental contributions with the Employee contributing 14% and the District paying 86%. Keep the Health HMO coverage the same, and keep the \$300 HMO annual incentive plan to the reimbursement to the employee. Keep the \$2500 deductible /\$2000 HRA PPO plan the same.

*Craig Rakow made a motion with a second by Jim Bonkoski to approve the PDRMA Welfare Benefits Renewal as presented. The motion passed 3 to 0.*

- C. Tax Levy and Fee structure Exercise & Discussion – Staff provided different scenarios in consideration of a 5% tax levy increase. Assumed increases of expenditures next fiscal year at the rates of 5% and 7% were used in computing fee increase recommendations. This exercise is a tool to assist the board in making informed decisions on the tax levy increase and the fee increases going into next year's budget.
- D. Randall Road Front Shelter Replacement – Mark Simon, Superintendent of Parks explained that this year's capital budget includes \$132,000 for removal and replacement of the front shelter at Randall Oaks Park. Bids were advertised and proposals submitted. After review of the bids, staff is recommending that all bids be rejected due to the large difference between budgeted funds and the bid amounts.

*Jim Bonkoski made a motion with a second by Craig Rakow to reject all bids as presented. The motion passed 3 to 0.*

- E. FY Year 2021/2022 Treasurer's Report - Gannon asked the Board to table this due to a reporting error. This item will be on the Nov. 2 meeting agenda.

*Craig Rakow made a motion with a second by Jim Bonkoski to table the FY 2021/2022 Treasurer's Report until the Nov. 2 board meeting. The motion passed 3 to 0.*

*At 8:19 p.m., Craig Rakow made a motion with a second by Jim Bonkoski to go into closed session. The motion passed 3 to 0.*

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Closed Session

- A. Personnel Matters 5 ILCS 120/2 (c) 1
- B. Purchase or Lease of Real Property 5 ILCS 120/2(c)(5)

At 8:50 p.m. regular session reconvened.

Jim Bonkoski *made a motion with a second by Craig Rakow to approve the Closed Session Minutes from October 5, 2022. The motion passed 3 to 0.*

Adjournment

*Jim Bonkoski made a motion with a second by Craig Rakow to adjourn the meeting. The motion passed 3 to 0. The meeting adjourned at 8:52 p.m.*