DUNDEE TOWNSHIP PARK DISTRICT
BOARD MEETING MINUTES

The February 19, 2025 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 Pam Griffin.

Citizens to be Heard
None.

Staff Reports
None.

Consent Agenda

A. *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. The motion passed 5-0. This includes:*
   I. *February 5, 2025 - Regular Board Meeting Minutes*
   II. *Accounts Payable Check Register Dated – February 19, 2025*
   III. *Financial Report – Period Ending January 31, 2025*

B. *Approval of Consent Agenda – John Meschewski made a motion with a second by Erin O'Leary to approve the Consent Agenda as presented. The motion passed 5-0.*

Director's Report

A. Executive Director – Out of Office from February 20 – March 3 – Peterson informed the board that he will be out of the office during this timeframe and that Deputy Director Ross Bertone will oversee the day-to-day operations.

B. Aqity Research and Insights, Inc. – Set Board Presentation Date – Peterson explained the professional services that could be used to assist in a referendum process. These services were used by Huntley and Elmhurst Park Districts in successful referendums in November 2024. President Scarpelli added that these services relied on voters in previous elections and surveying these voters on a variety of questions related to size of referendum and interests. Peterson received consensus from the board to invite a representative from Aqity Research and Insights to a board meeting in March or April. Peterson will set this up.

C. January Financial Report Highlights – Peterson highlighted the fund balances as of January 31 and highlighted that the overall fund balance is approximately $1.36 million more than a year ago. This encouraging improvement in fund balances assists the staff in preparations of the '25/'26 budget.

D. S & P Ratings Upgrade – Peterson referred to the board packet and the announcement from S & P that our rating has increased from A to A+. Contributing to this is a variety of factors including the golf course operations improvement over the last five years, favorable debt ratio, fund balance policy establishment and more.

President's Report

President Scarpelli shared with the board the meeting that he, Deputy Director Bertone and Superintendent of Human Resources and Risk Manager Pierce attended at the D300 Leadership Council. The school district shared with attendees their master plan and expounded on relocation of some cafeterias and common areas at some schools and front entrance and traffic flow reconfigurations.

Discussion amongst the Park Board ensued related to swim pool needs of their high schools and what School District 300 currently pays for use of the Park District's indoor pool. The board would like to see discussions occur with school staff and board members related to support with and consideration of an aquatic facility. Investigate a partnership since both government agencies have a need for this type of facility. Peterson will set up a meeting with D300 representatives in the Spring to have these discussions.

Old Business

None.

New Business

A. Hitchcock Design Proposal – East Side Splash Pad Professional Services - The board, staff and Village of Carpentersville officials have had separate discussions in the last 1-2 years regarding constructing a splash pad on the east side of Carpentersville.

   Deputy Director, Bertone and Executive Director, Peterson, met with the Village of Carpentersville staff, and agreed that the Besinger Park location would be an ideal location, surrounded by hundreds of residential homes, providing a recreational amenity for our residents on the east side of the community. Village staff disclosed that approximately $125,000 of impact fees will become available contingent on the construction of the Habitat for Humanity development.

   Staff is recommending utilizing the professional services of Hitchcock Design Group to assist with the planning of the park and the application of the OSLAD grant. The fee for the schematic design phase and grant preparation phase is $21,200. The proposal was presented for review.

John Meschewski made a motion with a second by Erin O'Leary to accept the professional services of Hitchcock Design Group to include program and analysis phase, schematic design phase and grant preparation phase of an east side splash pad project at Besinger Park for the amount not to exceed $21,200. The motion passed 5-0.

B. Counsilman Hunsaker – Phase 3 of Aquatic Assessment RFP - Phase 3 of the Aquatic Assessment and Community Engagement Services includes providing operating budgets for revenue and expenditures, based on the conceptual drawings formulated by the aquatic advisory committee, Board of Commissioners and staff. Counsilman Hunsaker relies on their Research Tool (CHART) that includes 62 development factors and over 200 data points to create a customized revenue and expense model.

   This process is independent of staff, leading to an impartial budget forecast. The professional services would include doing a budget for both the indoor and outdoor pool concepts conjured up by the board, staff and committee. It is critical to understand not only the cost of construction, but also the annual cost to operate an indoor and/or outdoor aquatic facility.

   Staff is recommending using these services by Counsilman Hunsaker, a preeminent aquatics design and consulting firm. The scope of services provided by them is attached along with a revised cost, based on two sets of budget forecasting.

John Meschewski made a motion with a second by Jim Bonkoski to accept the professional services of Counsilman Hunsaker (Phase 3 of the RFP) to include budget forecasting of revenue and expenses for indoor and outdoor pool concepts derived in Phase 2 for the amount not to exceed $12,500. The motion passed 5-0.

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)

No closed session occurred.

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 7:46 p.m.

Note: The next board meeting is scheduled for March 5, 2025, at the Rakow Center.