DUNDEE TOWNSHIP PARK DISTRICT
BOARD MEETING MINUTES

Call to Order
The March 18, 2026 meeting of the Dundee Township Park District's Board of Commissioners was held at the Randall Oaks Recreation Center. President Frank Scarpelli called the meeting to order at 6:01 p.m. Commissioners responding to roll call were Vice President Erin O'Leary, Treasurer Jim Bonkoski, Secretary Pam Griffin and Commissioner John Meschewski.

Remote Participation – Consideration to Allow a Board Member to Participate in the Board Meeting by Means of Audo Conference Because of: (a) personal illness or disability; (b) employment purposes; (c) the business of the board; (d) a family or other emergency; (e) unexpected childcare obligations, or (f) performance of active military duty as a service member.

- No action taken.

Citizens to be Heard
President Scarpelli made a statement to the audience regarding the State of IL part-time law requiring employers to pay PTO. He clarified that park districts outside of Cook County were exempt from having to pay any PTO. President Scarpelli added that administrative staff had brought a formal policy to the board asking them to approve 12 hours of PTO for any part time employee who works a minimum of 1,000 hours in a calendar year. The board's decision was to table this policy indefinitely and wait to reconsider until after the completion of the financial sustainability process.

Employees Pam Elliot, Kathy Prigge and Lisa Lange addressed the board with disappointment in their decision. They reminded the board of their and other employees' dedication and commitment to working for this Park District and that the three combined have served over 80 years in different roles.

A document was handed out to the board that disclosed a breakdown of PTO, based on the number of hours a part-time employee worked. This has been in employee manuals.

The board thanked the employees for coming to the board meeting and addressing them.

Board Workshop – Financial Sustainability – Beneficiary of Service Exercise – Jamie Sabbach of 110%
Bonkoski made a motion with a second by Meschewski to table the board workshop until the next meeting, April 1, 2026 at 5 pm. The motion passed 5-0.

Staff Reports
None.

Consent Agenda

A. *Approval of Items to be considered for Consent Agenda – Meschewski made a motion with a second by O'Leary to approve the Items to be considered for the Consent Agenda. The motion passed 5-0. This includes:*
   I. February 18, 2026 – Regular Board Meeting Minutes (Revised)
   II. March 4, 2026 – Regular Board Meeting Minutes
   III. March 4, 2026 – Closed Session Meeting Minutes
   IV. Accounts Payable Check Register Dated – March 18, 2026
   V. Financial Report for Period Ending February 28, 2026

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

Director's Report

A. Boys and Girls Clubs of Northwest Suburbs – Hickory Hills Park Driveway Inquiry – Peterson informed the board that the Boys and Girls Clubs of the Northwest Suburbs has inquired whether they can construct a roadway along the east side of the Hickory Hill Park, connecting the parking lot off Longmeadow Parkway to the Woodlands Center parking lot. BGCNWS would move forward with engineers and planning only if the Park Board supported this idea. He provided the board with pictures of the proposed roadway and the different parcels that make up Hickory Hill Park. Discussion ensued.

   The board consensus, after a lengthy discussion, was not to allow for a roadway to be constructed alongside the park for the following reasons: mature tree removal, neighbor to the east, safety and diminished aesthetics/integrity of the park. The board unanimously agreed that the roadway would not be a good fit along the edge of the park. Peterson will inform Amanda Schleede, CEO of the BGCNWS, of the consensus of the board.

B. Fund Balance Policy Review/Discussion – Corporate and Recreation Funds – Peterson reviewed the document in the board packet related to the fund balances within the Corporate and Recreation Funds. The spreadsheet demonstrated the position of each fund as of April 30, 2025 in comparison to the fund balance policy targets of 25%. He highlighted that the funds had excess that could be transferred to the Capital Fund to address deferred capital items. In addition, Peterson reviewed two other scenarios of 20% and 15% fund balances and the amounts that could be potentially transferred to the Capital Fund. Discussion ensued.

   It was agreed that an annual practice of transferring surpluses above the 25% level within each fund should begin moving forward at the end of the fiscal year and occur each year thereafter.

President Scarpelli reviewed a debt service schedule document that showed levels of borrowing that could be considered to address immediate capital item needs. This was more for discussion purposes and that any fund balance policy percentage changes and/or borrowing would not be considered until after completion of the financial sustainability study.

President's Report

President Scarpelli told the board that he was going to recap information received from IAPD's Jason Anselment and Scott Puma, of Ancel Glink. However, this was discussed during Citizens to be Heard.

Old Business

None.

New Business

None.

At 7:59 p.m., Bonkoski made a motion with a second by O'Leary to go into closed session. 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)

At 9:47 p.m. the regular session was reconvened.

Part Time PTO

The board gave Executive Director Peterson directive to administer PTO to all our qualifying part-time employees based on the following hours worked in 2025:

500-999 hours	2 days of 4 hours each
1,000+ hours	3 days of 4 hours each

These benefits will be in line with the document distributed earlier during Citizens to be Heard and will only be temporary and offered in the current year. The board will revisit a formal policy upon completion of the financial sustainability study.

Peterson will move forward and work with staff to ensure that there are checks and balances to the requesting and accounting of these PTO hours.

Adjournment

Bonkoski made a motion with a second by O'Leary to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 9:53 p.m.

Note: The next board meeting is scheduled for April 1, 2026 at the Randall Oaks Recreation Center.