



## **MINUTES OF THE REGULAR PUBLIC MEETING**

A Regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on September 26, 2024 in the Administration Building of said Park District. President Walz called the meeting to order at 7:01 p.m. and upon the roll being called, President Walz, being physically present at such time and place and the following Park Commissioners, also being physically present at said time and place, answered present:

John R. Walz, President and Commissioner  
Scott Carlson, Secretary and Commissioner  
Thomas E. Cooke, Treasurer and Commissioner  
William B. O'Malley, Commissioner

Thomas G. Hoffman, Attorney

Absent: Robert R. Biedke, Vice President and Commissioner

Administrative Staff:

Ben Curcio, Executive Director  
Kelly Carbon, Director of Marketing and Communications  
Mark Kosbab, Director of Parks and Planning  
Tiffany Greene, Director of Leisure Services  
Brad Sholes, Director of Business Services

Visitors: Bill Hlavin, Resident  
Helen Hlavin, Resident  
Marge Ruffer, Resident

Renee Tanner, Resident  
Allen Crites, Resident  
Jaclyn Schwartz, Employee

## **APPROVAL OF MINUTES**

President Walz questioned if there were any additions or corrections to the minutes of the September 12, 2024 Golf Committee Meeting, September 12, 2024 Efficiency Committee Meeting and the September 12, 2024 Regular Meeting.

There being none, the minutes were approved by a unanimous voice vote.

## **RECOGNITION OF SPECIAL GUESTS**

Jaclyn Schwartz, Dance Team Coach and Dance Teacher at the park district, introduced herself and the Ignite Dance Company dancers. This is the 7th season for the dance company. Students train at least four days per week. The team traveled to Galveston, Texas during the summer to compete in Nationals. The Senior Team made the finals but the in-person event was canceled due to a hurricane. The competition concluded virtually with the team earning a 5th place overall. The Pavilion Dance Centre offers several levels of dance teams for ages 6 years and above.

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**PUBLIC COMMUNICATION**

Resident Hlavin asked the Board to follow the Plan Commission’s decision and reconsider pickleball and lighting at Marshall Park. He stated the soccer fields at Lions, CAF and Andrews are in excellent condition and praised the parent- and instructor-coaches in the program.

Resident Ruffer requested staff provide a full accounting of pickleball expenses at Marshall Park. Staff will follow up with Resident Ruffer.

**CORRESPONDENCE**

President Walz provided background information regarding a request for investigation sent by Resident Tim Burns to the Attorney General’s office alleging an Open Meetings Act violation by the Board in March of 2024. President Walz and Commissioner O’Malley recited portions of the letter from the Attorney General stating that no violation had occurred.

**COMMENTS BY COMMISSIONERS**

Commissioner Carlson:

- Thanked Attorney Hoffman for services with regard to the Attorney General’s investigation.

Commissioner O’Malley:

- Provided an estimate of \$550,000 for Resident Ruffer

**APPROVAL OF PAYMENT APPLICATION FROM  
ABSOLUTE HOME IMPROVEMENTS, INC.  
FOR RAINBOW FALLS RESURFACING**

Commissioner Cooke moved to approve Payment Application #1 from Absolute Home Improvements, Inc. of Highland Park, IL for the Rainbow Falls Waterpark resurfacing project in the amount of \$63,000.00.

Commissioner Carlson seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Carlson	X		
Commissioner Cooke	X		
Commissioner O’Malley	X		
President Walz	X		

Motion carried.

**APPROVAL OF PAY REQUEST FROM  
UPLAND DESIGN, LTD FOR  
MARSHALL PARK REDEVELOPMENT**

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Commissioner Cooke moved to approve the pay request from Upland Design, Ltd. of Plainfield, IL for professional services for the Marshall Park Redevelopment Project in the amount of \$6,738.06.

Commissioner Carlson seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner O'Malley	X		
Commissioner Carlson	X		
President Walz	X		

Motion carried.

**APPROVAL OF PAY REQUEST FROM  
WT GROUP FOR  
ADA TRANSITION PLAN**

Commissioner O'Malley moved to approve the pay request from WT Group of Hoffman Estates, IL for the ADA Transition Plan Project in the amount of \$28,412.50.

Commissioner Cooke seconded the motion.

Director Kosbab explained that throughout the summer WT Group has been evaluating the park district's facilities and parks, taking measurements and notes. The plan is for WT Group to compile the report during the winter.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Carlson	X		
Commissioner Cooke	X		
President Walz	X		

Motion carried.

**APPROVAL OF PAYMENT APPLICATION FROM  
TRANE USA, INC FOR  
PAC POOL HEAT EXCHANGE REPLACEMENT**

Commissioner Cooke moved to approve Payment Application #4 from Trane USA, Inc. of Willowbrook, IL for the PAC Pool Heat Exchange Replacement Project in the amount of \$3,327.52.

Commissioner O'Malley seconded the motion.

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<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Carlson	X		
Commissioner Cooke	X		
Commissioner O'Malley	X		
President Walz	X		

Motion carried.

### APPROVAL OF PAYMENT APPLICATION FROM TRANE USA, INC FOR PAVILION AIR HANDLER REPLACEMENT

Commissioner Carlson moved to approve Payment Application #3 from Trane USA, Inc. of Willowbrook, IL for the Pavilion Air Handler Replacement Project in the amount of \$35,886.15.

Commissioner Cooke seconded the motion.

Director Kosbab explained that the heat exchanger project had been completed in August during the PAC shutdown. This project involved the removal of an inside air handler by Garden Terrace and the installation of a new unit on the rooftop. The air handler was the original unit from when the Pavilion was built.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner O'Malley	X		
Commissioner Carlson	X		
President Walz	X		

Motion carried.

### APPROVAL OF PAYMENT APPLICATION FROM TRANE USA, INC FOR PAVILION BUILDING MANAGEMENT SYSTEM

Commissioner O'Malley moved to approve Payment Application #4 from Trane USA, Inc. of Willowbrook, IL for the Pavilion Building Management System Project in the amount of \$11,327.62.

Commissioner Carlson seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Carlson	X		
Commissioner Cooke	X		
President Walz	X		

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Motion carried.

**APPROVAL OF PAYMENT APPLICATION FROM  
ALLIED PAINTING, INC FOR  
PAVILION EXTERIOR PAINTING**

Commissioner O'Malley moved to approve the Pay Request from Allied Painting, Inc. of Batavia, IL for the Pavilion Exterior Painting Project in the amount of \$38,560.00.

Commissioner Carlson seconded the motion.

Director Kosbab stated that the project is nearing completion with some touch up work left to be done.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Carlson	X		
Commissioner Cooke	X		
Commissioner O'Malley	X		
President Walz	X		

Motion carried.

**APPROVAL OF CHANGE ORDER FROM  
ABSOLUTE HOME IMPROVEMENTS, INC.  
FOR RAINBOW FALLS RESURFACING**

Commissioner O'Malley moved to approve Change Order #1 from Absolute Home Improvements, Inc. of Highland Park, IL for the Rainbow Falls Waterpark Resurfacing Project in the amount of \$17,5000.00 and read the following:

**I recommend that the President find that Change Order for a total of \$17,500.00 is in the best interest of the Park District and otherwise authorized by law and that the President be directed to make such a determination in writing; and further authorized that upon being provided with said written determination from the President, the Executive Director be and hereby is authorized and directed to execute and deliver each such change order.**

Commissioner Cooke seconded the motion.

Director Kosbab explained that during the process of sandblasting approximately 720 linear feet of cracks had been discovered and needed to be repaired.

President Walz questioned Attorney Hoffman on why Commissioner O'Malley had to read the above statement. Attorney Hoffman responded that by law any change order in excess of \$10,000.00 needs to be approved in this manner.

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<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner O'Malley	X		
Commissioner Carlson	X		
President Walz	X		

Motion carried.

### APPROVAL OF AGREEMENT WITH LAUTERBACH & AMEN, LLP FOR AUDITING SERVICES

Commissioner Carlson moved to approve a three year agreement for audit services with Lautherbach & Amen, LLP of Naperville, IL in the amount of \$22,500, \$23,400 and \$24,300 for the year ending December 31, 2024, December 31, 2025 and December 31, 2026.

President Walz seconded the motion.

Director Sholes explained that the prior agreement had ended and the services went out for RFP.

During discussion Commissioners Cooke and O'Malley expressed an interest in changing firms, possibly for a one year agreement, in order to get a different perspective on the park district's accounting procedures.

Commissioner Carlson noted that the firm sends out different personnel each year and that a one year agreement may not be possible.

Director Sholes noted that the agreements requested were for a three year term and is concerned that amounts for a one year agreement may come back higher.

President Walz stated that staying with the current firm will provide a significant savings to the taxpayer.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley		X	
Commissioner Carlson	X		
Commissioner Cooke		X	
President Walz	X		

Motion tabled.

Director Sholes will work on providing information and pricing at the October meeting for a one year agreement and a three year agreement from multiple firms.

### APPROVAL OF ESTIMATED COST OF TRAVEL FOR COMMISSIONERS TO ATTEND

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### NRPA ANNUAL CONFERENCE

Commissioner Carlson moved to approve the estimated cost of travel, meals and lodging for the 2024 NRPA Annual Conference from October 8, 2024 through October 10, 2024 for Commissioner Cooke at \$2,058.31 and Commissioner O'Malley at \$2,058.31.

President Walz seconded the motion.

President Walz explained that this is a national conference that select Commissioners and Staff attend every year. The conference includes classes, an exhibit hall, and networking opportunities with legislators and contractors.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Carlson	X		
Commissioner Cooke	X		
Commissioner O'Malley			X
President Walz	X		

Motion carried.

### ACCEPTANCE OF BASE BID FROM EVANS & SON BLACKTOP FOR MARSHALL PARK PICKLEBALL

Commissioner Cooke moved to accept the base bid with deductions, accepting alternate 1 and alternate 2-2 from Evans and Son Blacktop of West Chicago, IL for the Marshall Park Pickleball Project in the amount of \$446,300.17.

Commissioner Carlson seconded the motion.

Commissioner Cooke stated that he, Executive Director Curcio and Director Kosbab visited the pickleball site in Sycamore. Commissioner Cooke described it as a nice facility that meets police concerns, deadens sound, and the costs are comparable to the fence option.

Commissioner O'Malley explained that he had voted no in a prior meeting due to cost. Commissioner O'Malley stated that he explored other options and could not find a contractor with a comparable or lower offering.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner O'Malley	X		
Commissioner Carlson	X		
President Walz	X		

Motion carried.

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### CAPITAL PROJECTS

Commissioner Cooke had no report.

### FINANCE COMMITTEE

Commissioner Carlson gave the following report:

#### Corporate Fund

- \$1,190,802 in property tax collected in August.
- \$31,661 in PPRT collected in August.
- All expense categories under budget.
- YTD of \$4,063,838 compared to a budget of \$3,347,707.

#### Recreation Fund

- \$539,652 in property tax collected in August.
- Fees & Admissions \$2,241,544 compared to a budget of \$2,121,075.
- Program fees were \$1,846,827 compared to a budget of \$1,927,394.
- All expense categories under budget except contractual and program contractual.
- YTD of \$1,885,885 compared to a budget of \$828,277.
- NOTE: Capital projects that have been budgeted in rec fund are affecting overall YTD numbers with \$373,500 budgeted year to date, but only \$55,948 spent year to date contributing a variance of \$317,552 in actual versus budget.

#### Golf Fund

- 6,698 rounds played in August. 32,890 rounds played compared to 30,807 last year.
- Fees & Admissions \$1,236,325 compared to a budget of \$980,515.
- All expense categories are at or near budget.
- Driving Range YTD of \$147,542 compared to a budget of \$83,379.
- YTD of \$475,688 compared to a budget of (\$92,414).
- NOTE: Capital projects that have been budgeted in the golf fund are affecting overall YTD numbers with \$465,432 budgeted year to date, but only \$275,276 spent year to date contributing a variance of \$190,156 in actual versus budget.

Commissioner Carlson noted that the new golf carts have arrived.

Director Sholes and Commissioner O'Malley discussed the variables that contribute to variances between 2023 and 2024 month to month comparisons such as capital expenditures and two versus three payroll months.

### COMMITTEE OF THE WHOLE

President Walz had no report.



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### ATHLETIC COMMITTEE

Commissioner Carlson had no report.

### GOLF COURSE COMMITTEE

Commissioner O'Malley met on September 12th with the committee and discussed the following:

- capital projects
- the golf cart fleet
- permits for the driving range project
- music events during the winter season
- staffing levels during the winter season
- reaching out to the Village for funding assistance with stabilization projects

### YOUTH COMMITTEE

Commissioner Cooke had no report.

### ADULT CENTER COMMITTEE

Commissioner Cooke had no report.

### PAVILION COMMITTEE

Commissioner O'Malley is working with staff to set up a meeting for next week Wednesday.

### NEW BUSINESS

#### ADOPTION OF RESOLUTION 24-05

Commissioner Carlson moved to adopt Resolution 24-05: A Resolution approving, authorizing, and directing the execution and delivery of a master lease agreement and associated documents with Yamaha Motor Finance Corporation for seventy-five Yamatrack GPS units.

Commissioner Cooke seconded the motion.

The units are integrated into the dashboard of the golf carts. The park district purchased the carts but are leasing the GPS units. The units can be removed if the cart is sold. The park district will be responsible for maintaining the units. President Walz thanked the Fox Run patrons for their patience due to the delay in the new carts arrival.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Carlson	X		
Commissioner Cooke	X		

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President Walz X

Motion carried.

### SELECTION OF PROPOSAL FOR NATURAL GAS SUPPLIER

President Walz began the discussion to select a natural gas supplier. Director Sholes explained the options to the Board and recommended locking in the rates for a three year contract. The current contract runs through April 2025. Current gas rates are favorable and the prices quoted are in line or under current contract amounts.

A consensus was reached for Director Sholes to lock in the proposed rates for a three year contract.

### PAYMENT OF BILLS

Commissioner O'Malley moved to authorize Executive Director Curcio to make payment of the bills in the amount of \$186,752.65 for August 2024 P-Cards, \$443,015.66 for September 13, 2024 and \$784,674.09 for September 20, 2024.

Commissioner Carlson seconded the motion.

ELK GROVE PARK DISTRICT			
SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON SEPTEMBER 26, 2024			
<b>SUMMARY BY FUND:</b>	<b><u>August 2024</u> P-Cards</b>	<b><u>9/13/2024</u></b>	<b><u>9/20/2024</u></b>
CORPORATE FUND	\$ 43,375.39	\$ 29,601.50	\$ 122,421.93
AUDIT			
POLICE	\$ 7.56		
LIABILITY			
RECREATION FUND	\$ 101,416.65	\$ 92,224.46	\$ 19,779.91
PAVING & LIGHTING FUND			
MUSEUM FUND	\$ 1,405.65	\$ 390.21	\$ 17.12
SPECIAL RECREATION		\$ 160,427.41	
ASSOCIATIONS	\$ 7,102.90	\$ 27,041.87	\$ 1,200.00
BOND & INTEREST FUND			\$ 318.00
CAPITAL PROJECTS	\$ 23,357.88	\$ 120,526.05	\$ 639,600.85
FOX RUN GOLF LINKS FUND	\$ 10,086.62	\$ 12,804.16	\$ 1,336.28

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	\$ 186,752.65	\$ 443,015.66	\$ 784,674.09
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<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Carlson	X		
Commissioner Cooke	X		
Commissioner O'Malley	X		
President Walz	X		

Motion carried.

**ADJOURNMENT**

Commissioner Carlson moved to adjourn the Regular Meeting at 8:19 p.m.

Commissioner O'Malley seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner O'Malley	X		
Commissioner Carlson	X		
President Walz	X		

Motion carried.

The Regular Meeting of September 26, 2024 was adjourned at 8:19 p.m.

Respectfully submitted



Scott Carlson, Secretary