



MINUTES OF THE SPECIAL PUBLIC MEETING

A Special Public Meeting of the Elk Grove Park District, Cook County, State of Illinois was held on December 5, 2024 in the Administration Building of the Elk Grove Park District. President Walz called the meeting to order at 5:03 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 or remotely present at said time and place, answered present:

John R. Walz, President, and Commissioner
Robert R. Biedke, Vice President, and Commissioner - arrived at 6:01 pm
Scott Carlson, Secretary, and Commissioner - arrived at 5:06 pm
Thomas E. Cooke, Treasurer, and Commissioner
William B. O'Malley, Commissioner

Administrative Staff:

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

NEW BUSINESS

Director Sholes informed the board that due to a stretch of below freezing temperatures Fox Run would close the golf course for the season. The forecast calls for a couple of days of warming but unfortunately not long enough to allow for a complete thaw.

DISCUSSION ON COOK COUNTY PAID LEAVE ORDINANCE

Director Sholes informed the board the proposed amendment to the ordinance that excluded park district and school districts from the ordinance failed at the committee level and the ordinance will go into effect January 1, 2025. Staff provided the board with the updated time off benefits sections of the employee manual to comply with the paid leave ordinance. Staff recommended two proposals for the purpose of operations above the minimum requirements of the ordinance. It is not required by the ordinance to pay out paid leave upon separation of employment, but because the majority of seasonal employees will become eligible to use their paid leave at or near the end of the season, staff recommended paying leave upon separation. The other proposal creates a second tier of paid leave for longer tenured employees that qualify for IMRF benefits that under the district's current policy already earn 40 hours of paid leave. This second tier would accrue time at 0.032 hours per hour versus 0.025 per hour. After discussion the consensus was to proceed with staff recommendations. The updated manual will be on the agenda for approval at the next meeting.

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DISCUSSION ON 2025 SALARY RANGES

Director Sholes presented the recommendation for the 2025 salary ranges increasing the bottom and top of the salary ranges by 2.5%. After discussion, the consensus was increase the bottom the salary ranges by 2.0%

DISCUSSION ON 2025 BUDGET

Executive Director Curcio started off by thanking staff for their hard work and collaboration during the budget process. He stated that he would like to abide by the three commissioner rule to change something in the budget book.

Director Sholes began the discussion with the 2025 budget summary. He touched on three themes throughout the budget, which include the continued impact of minimum wage and inflation and the increase in utilities. The district continues to be in a strong financial position.

Commissioner O'Malley asked about the water costs at Marshall Park. Staff explained a number of factors regarding the overage in 2024. The water usage at the bathrooms and the seeding of the soccer field were not factored into the budget in 2024 contributing a significant amount to the overage. The hot weather and extended hours from the original budget also factored. Staff recommended closing the splash pad at 7 p.m. versus 8 p.m. and devising a closure procedure for inclement weather.

Commissioner Cooke asked about adding a transparency policy. He would like staff to present a recommendation. President Walz stated the topic can be discussed by the board at an upcoming committee of the whole meeting.

The consensus of the board was to remove soccer rentals as a goal for Marshall Park. Internal programs should have priority and rentals should be held at CAF before Marshall Park.

Commissioner Cooke would prefer Fox Run hold more events in the off season.

President Walz inquired about the district's ratio between program and fee revenue compared to taxes with taxes making up 51%. Director Sholes stated this is within the industry standard of 50%-60% and the district's same historical ratio.

Corporate Fund - Director Sholes gave a brief overview of the Corporate Fund summary.

Commissioner Cooke asked why salaries were budgeted to increase 4%. Director Sholes stated staff's recommended merit increase was included in the budget that was presented.

Director Sholes pointed out the water bill for Marshall Park was located in the horticulture area and included the other parks with water bills minus CAF which is located in the athletic maintenance area.

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Commissioner O'Malley asked about the PT Maintenance budget and the increase. Staff explained the 2025 budget assumed full staffing, however full staffing hasn't been achieved so the 2024 projections and prior year actuals are lower. The 2025 budget is a slight increase from the 2024 budget.

Commissioner Cooke asked if any of the staff allocations for staff that had their salaries allocated over different areas or funds were changed. Director Sholed stated there were no changes to any allocations.

Commissioner O'Malley asked what was included in the DEI budget. Executive Director Curcio explained that the budget was for staff training and celebrations that focused on and highlighting our diverse staff.

Director Sholes explained he is recommending a transfer of \$1,750,000 over the budgeted \$1,245,000 transfer to the capital fund to account for a surplus in 2024 operations. This transfer also includes savings from the lower debt payment in 2025 versus 2024 and excess PPRT collections over historical norms. The board consensus was in agreement with the recommendation.

Security Fund - Director Greene explained the staffing budget included extra staffing at Rainbow Falls and for patrolling the parks. Staff will continue to go to Fox Run if needed.

IMRF Fund - Director Sholes noted the levy reduction for 2025 accounted for no additional payment budgeted in 2025. The amount for the additional payment in 2024 is up to \$280,000. Consensus was to proceed with the additional payment in 2024.

Recreation Fund - Commissioner Cooke asked if any facility rates were increasing. Director Greene said no facility fees were budgeted to increase. Some small programs fees were adjusted to account for small increases in costs.

Commissioner O'Malley inquired about the differences that contributed to the 2025 budgeted and 2024 projections at the Pavilion Aquatics Center versus the 2023 actual and 2024 budget. Director Greene explained consistent staffing has improved efficiencies and helped increase swim lesson revenue. Cuts to customer service at PAC hours also amount to a \$30,000 reduction for 2025.

Commissioner O'Malley would like to see an increase in Pavilion Aquatic Center individual membership costs. He noted fitness members and golfers pay significantly more than swimmers, yet the aquatic facility is allowed to operate at a significant deficit. Director Greene explained the staff benchmarks pricing and the district's membership is in the higher tier in comparison. Commissioner Cooke asked what the fitness center contributes to PAC. Director Greene explained it contributes 10% of All-Access Memberships that include the aquatic center in the membership. Commissioner O'Malley stated the membership for an individual membership should be \$250 for a resident. The consensus of the board was to increase the individual membership for resident and non-resident.

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Commissioner Cooke inquired about increasing the admission for Rainbow Falls because of the demand and the lower budgeted revenue. Director Sholes stated his philosophy on budgeting for seasonal, weather dependent facilities was to be conservative on the revenue side. It is easier to increase expenses based on demand than to reduce them. This has been true of previous years where Rainbow Falls has outperformed the budget because of the great weather. The board consensus was to keep pricing that same.

Commissioner O'Malley asked if the fitness center followed a different holiday pay schedule? Director Sholes stated all areas follow the same holiday pay schedule outlined in the employee manual.

Director Green explained changes to the programming the fitness center provides at the Sheila Ray Adult Center. The scan pass model will be eliminated and a membership model will be introduced at the cost of \$10 per month. If you are already a member of the fitness center the classes will be included at no additional cost.

Commissioner O'Malley asked about the increase in camp expenses. Director Greene stated the program added additional sites. Commissioner O'Malley asked if that would increase revenue. Director Greene said it would.

Golf Fund - Commissioner Cooke asked how the driving range prices were compared to Top Golf or other Top Golf like facilities. Executive Director Curcio explained that the price is at a great price point.

Commissioner Cook inquired about the low surplus in the budget compared to previous years. Director Sholes stated the golf course's capital projects were budgeted from the golf fund in 2025.

Director Sholes said the golf fund will continue to pay for their capital improvements with the fund balance and that includes larger projects that are currently being discussed and planning is ongoing.

Capital Fund - Commissioner Cooke asked about adding walking path lighting to a couple of parks. Staff will research costs.

Commissioner Cooke would like to discuss the fitness center equipment and adding a couple of additional pieces of equipment. Consensus was to discuss further when the recommendation for approval for purchase of the equipment was presented.

APPROVAL OF THREE YEAR AGREEMENT FOR AUDIT SERVICES WITH LAUTERBACH & AMECN LLP

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

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Commissioner Biedke seconded the motion.

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

Motion carried.

OLD BUSINESS

Discussion on capital purchase for the youth football program

ADJOURNMENT TO CLOSED SESSION

President Walz moved to adjourn to Closed Session for the purpose of discussing personnel per 2(c)(1).

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		
Commissioner Biedke	X		
President Walz	X		

Motion carried.

RECONVENE TO OPEN SESSION

After discussion on personnel, President Walz moved to reconvene the meeting to Open Session at 9:37 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		
Commissioner Biedke	X		
President Walz	X		

Motion carried.

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Director Curcio led the discussion about part time user benefits and consensus was not to make any changes at this time. Commissioner O'Malley inquired about evaluating Commissioner benefits from time to time and Director Curcio will be providing the Board with a draft to consider. Commissioner O'Malley inquired about the timeline for the construction of the Pickleball court project. Director Curcio replied he will be providing a construction timeline.

ADJOURNMENT

President Walz moved to adjourn the Special Public Meeting of December 5, 2024.

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		
Commissioner Biedke	X		
President Walz	X		

Motion carried.

The Special Meeting of December 5, 2024 was adjourned at 9:55 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Scott Carlson', written in a cursive style.

Scott Carlson, Secretary