

The Special Meeting of the Board of Park Commissioners was called to order by President Caron at 7:01 p.m. in the Patty Turner Center. The Secretary called the roll, and the following were:

PRESENT: Brown, Caron, Cohen, Patinkin, Serota (5)

ABSENT: None (0)

Staff: Executive Director Jeff Harvey, Deputy Executive Director and Director of Recreation Laura McCarty, Director of Finance Mike Bonn, Superintendent of Recreation Tony Korzyniewski, Jewett Park Community Center Facility Manager Dana Bundy and Director of Golf Operations Jason Mannina

II. Matters from the Public

(A) There were no members of the public present.

(B) The Board received correspondence with respect to one of the District's Affiliates, Pegasus Soccer Club. Deputy Executive Director McCarty advised she has since spoken to representatives of Pegasus Soccer and determined Pegasus is not acting in bad faith. While Pegasus is conducting additional training on District property, this is not uncommon or unethical. These are optional training classes outside of regular practices to improve player skills. Staff has since requested that these practices be held elsewhere as current policy dictates private lessons cannot be held anywhere on District property. President Caron expressed concerns over Pegasus as District policy states that Affiliates cannot compete, and Pegasus is now offering classes for a younger age group which puts Pegasus in direct competition with AYSO. Commissioner Serota advised AYSO now also has travel leagues, however, Pegasus is more expensive and competitive, and it is important that AYSO continue to operate. She advocated for the two Affiliates to be able to coexist so that parents have more options available to them for their children. Vice President Cohen requested that Pegasus and AYSO provide a breakdown of their rosters to include location and age group.

III. Summer Camps FY 2024

Deputy Executive Director McCarty initiated the discussion by providing a brief recap of the 2023 camp season. Camp enrollments for 2023 (1,750) were significantly higher compared to 2022 actual enrollment figures (1,525). Most of the camp's ran seven weeks beginning June 19 (Stage and Screen began June 13) with a variety of shorter session offerings. Reported numbers are based on all Park District camps, including contractual programming. Total registrations are broken down by residency status as follows:

- 1,424 residents with 830 being unique participants.
- 192 nonresidents with 140 being unique participants.
- 99 D109/D113 nonresidents with 64 being unique participants.

Deerfield Park District residents continue to make up the majority of participants comprising of 83% of the total registrations and 80% of the total households.

Summer camp changes implemented in 2023 are as follows:

- Sports camps were combined to include both genders and split into three camps based on grade level.
- Backpacks are no longer given to participants, saving the District \$10 per child.
- All lead staff were certified in First Aid, CPR and AED training.
- All staff completed DCFS' Online Mandated Reporter training.

Camp cancellations increased 1% from 2022 (21%) to 2023 (22%). This is common as registration opens early in November and many people register to secure a spot. Facility Manager Bundy added that camp transfers also reflect as a cancellation within the registration software so this percentage could be lower as that participant may have switched camps. Overall, 2023 was a successful, fun and safe camp season.

Deputy Executive Director McCarty covered the 2023 Budget vs Actuals and reported the net revenue generated by summer camp was \$543,188 which was better than budgeted by over \$160,000. Nine (9) of the sixteen (16) camps offered generated more revenue than expected. A few expense items exceeded the budgeted amount, however, staff still remained significantly under budget. All figures are based on year-to-date 2023 projections as of the end of September as the fiscal year is not complete.

Commissioner Brown asked how revenue is projected. Facility Manager Bundy advised that projections are based upon attendee rollover from the prior year as well as space constraints. Deputy Executive Director McCarty added the large variance between budget vs actuals with respect to total enrollment can also be attributed to the addition of summer camps at the Deerfield Golf Club and Sachs Recreation Center to the enrollment figures. Historically, this data has not been included. Vice President Cohen noted that since the District has been so profitable this year, if staff have considered running eight week sessions as comparable to private summer camps. Facility Manager Bundy advised the District has had trouble securing the staffing required to run a longer session and faces space and bus limitations imposed by the School Districts. There was also a discussion regarding the variance with respect to salaries and professional services.

Deputy Executive Director McCarty provided an analysis of neighboring Park Districts with respect to their summer camp offerings and a brief walkthrough of the District's plans for summer camp in 2024. One area that stands out is the current underpricing of the Counselors in Training (CIT) program. The proposed fee increase for next year will be 10% across all camps with the exception of CIT which staff are requesting be raised to 20% to remain competitive in the area. Given the higher cost of field trips, bus services and salaries, the additional increase will bring the District's profit margins closer to 30%. This increase averages to about \$6 more per day per camper. Even with this increase, the District's daily and hourly fee for camps remains affordable and consistent with other park districts in the area. This 10% fee increase also applies to Extended Care. Additionally, staff recommends that non-resident fees be accessed at a 20% increase over base resident costs, the \$5.00 registration surcharge remain in place for both residents and nonresidents and that the wages be increased to recruit and retain employees. Minimum wage will increase to \$14.00 an hour effective January 1st, 2024. Historically staff have tried to remain ahead of the minimum wage increase for recruitment purposes. Budgeted revenue, expenses and camp fees reflect a reduction of two days for the 2024 camp season as camp will not be held Thursday, July 4 or Friday, July 5. Lastly, staff recommend that camp deposits increase to \$200 per session for seven-week session camps, \$100 per session for three and four-week session camps and \$25 per session for one-week camps.

Proposed operational changes for summer camp in 2024 are as follows:

- With the combination both genders to participate in Sports Camp, staff would like to add an additional Sports Camp (Super Stars) to alleviate crowding in some of the gym sites.
- With this additional Sports Camp, staff is requesting the use of District 113's gym.
- Staff would like to remove the four-day option from #1 Camp for first graders due to low enrollment.
- Staff aims to certify all counselors in First Aid and CPR.

Prior to a vote, Commissioner Serota requested that the gap between resident priority registration and nonresident registration be changed from one-week to two days in an effort to be consistent with new registration practices as they relate to after school care and enrichment. The Board and staff agreed with this proposal.

Vice President Cohen moved and Treasurer Patinkin seconded a motion to direct staff to incorporate the summer camp fees as proposed into the District budget for FY2024, as presented.

Roll call vote **carried** as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)

NAYS: None (0)

IV. Pool Fees FY 2024

Superintendent Korzyniewski initiated the discussion by providing a surrounding pool fee comparison by park district. This takes into account all pool offerings such as the season pass, daily fee, twilight fee, coupon book and private rental fees. Looking ahead to next season, Superintendent Korzyniewski reviewed the pool pass fee history and proposed 2024 fees. Staff is proposing a 4% increase in regular season passes primarily due to minimum wage increases and expenses associated with operating the pools. To emphasize the value in purchasing a season pass, Superintendent Korzyniewski provided a pool pass per visit cost analysis. A typical pool operating season is approximately 87 days or 12.5 weeks. For reference, if a family of four visited half of the operating season, this would equate to roughly \$1.80 per visit for a resident and \$2.70 per visit for a nonresident. The early bird 20% discount for season passes is very popular as the District sells approximately 80% of its season passes during this time.

Additionally, staff are recommending fee rate changes as follows:

- Daily regular resident fee rate be increased by \$1 to \$11.
- Daily regular nonresident fee rate be decreased by \$2 to \$13.
- A flat fee of \$7 be implemented for twilight swim, adult lap and the sprayground.
- The coupon book be increased to \$100.
- The public pool party package rental for two (2) hours for up to (30) people be reduced to \$100. Few people utilize the public pool party option as it currently exists and one of its major selling points was that it allowed the patron the opportunity to bring in outside food. The District has since allowed all patrons the opportunity to bring in outside food so there is no longer any benefit to charging the existing amount other than the reservation of half the concession stand area for use by the party.

Superintendent Korzyniewski provided the Board the proposed 2024 pool operating hours and gave them an opportunity to provide input. Staff recommended no changes to the existing schedule. Treasurer Patinkin clarified the kiddie pool will be open earlier than last year. Commissioner Serota expressed concern over the pool schedule as presented and stated she would like increased public swim hours starting earlier in the day for families. There was extensive Board discussion as it relates to the pool schedule in comparison to surrounding park district pool schedules and the needs of the community. During their initial review, the Pool Advisory Committee agreed with staff recommendations. Vice President Cohen noted that the projected pool deficit for 2023 is \$680,000. Ultimately, it was decided that this conversation be revisited at a later date with staff to provide additional information as it relates

to revenue, rentals, existing relationships and potential compromises. President Caron requested that regardless of the outcome, staff must clearly communicate the schedule to the public.

Superintendent Korzyniewski provided the Board data as it relates to current pool staff and proposed 2024 hourly wages. Since the state has implemented an annual dollar increase in minimum wage, the District has paid \$2 more than the minimum wage to remain competitive, attract, recruit and retain employees. As a result, staff is proposing a \$16 minimum starting wage in 2024 for lifeguards similar to summer camp.

Additional proposed incentives are as follows:

- Memorial Day pay will be time and a ½.
- July 4th pay will be time and a ½.
- If employee works the last three weeks of the season through Labor Day, they will receive an additional \$2 per hour for every hour worked in those weeks. Employees must work the entirety of the last three weeks to be eligible for this incentive.
- Saturday and Sunday of Labor Day weekend pay will be time and a ½.
- Labor Day pay will be time and a ½.

Treasurer Patinkin moved and Commissioner Brown seconded a motion to approve the FY2024 pool fees, as presented.

Roll call vote **carried** as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (4)

NAYS: Serota (1)

V. Golf Club and Learning Center FY 2024

Golf Director Mannina reported that staff conducted an annual Comparative Market Analysis (CMA) on neighboring area courses to benchmark where the DGC is at competitively within the Northshore. Several courses were excluded from the CMA due to incomparable maintenance spend. As a result of the CMA, staff are proposing the following changes:

- A \$2 increase in weekend green fees for nonresidents and nonresidents.
- A \$2 increase in the junior rates for residents and nonresidents.
- Weekend 9-hole can only be played after 2PM.
- A \$2 increase in weekday green fees for residents and nonresidents.
- A \$3 increase in the senior weekday green fees (18-holes) for residents and nonresidents. With golf carts, this increase will equate to \$50 per round for nonresidents and \$45 for residents. Despite this potential increase, DGC will be less expensive than nearby Heritage Oaks (Northbrook) and Sunset Valley (Highland Park) for seniors.
- A \$2 increase in the senior weekday green fees (9-holes) for residents and nonresidents.
- A \$3 increase in senior weekday green fees with a cart for resident and nonresidents.
- A \$1 increase in the junior weekday green fees for residents and nonresidents.
- With respect to the twilight pricing, staff are proposing the time be adjusted from 2:30PM to 3:30PM.
- A \$5 increase in the single rider cart fee.
- An elimination of the nonresident season pass. Existing nonresident passholders will be grandfathered in.

- An increase in resident season passes from \$1,635 to \$1,915. This equates to roughly \$37 on average per round for season pass holders or less depending on how much the pass is utilized.
- An increase in resident senior season passes from \$1,001 to \$1,175. This equates to roughly \$18 on average per round for season pass holders or less depending on how much the pass is utilized.
- All passes will exclude Friday with the exception of the resident full pass, which has a round cap.
- The twenty (20) week resident prepaid pass will be increased from \$962 to \$1,060.
- The twenty (20) week nonresident prepaid pass will be increased from \$1,122 to \$1,200.
- A \$2 increase in medium range balls (50 CT).
- A \$2 increase in large range balls (75 CT).
- For individuals who purchase the seven-day resident pass, staff plans to implement a \$25 surcharge on 2nd daily rounds.
- 2024 permanent tee time members will be required to purchase a minimum 20-round pass. No shows will be strictly enforced as they cost the DGC over \$16,000 in potential revenue this year.

As mentioned last year, inflation and minimum wage increases have had a substantial impact on DGC operations. Landscape materials, chemicals and equipment have gone up exponentially. Expenses are rapidly approaching \$1.9 million per year. Staff have cut expenditures where possible, however, revenue must also be addressed in order to remain profitable. The price increases on range balls are necessary due to ongoing theft and significant labor costs associated with staffing the range.

President Caron requested that the weekday 9-hole green fee for residents and nonresidents also be adjusted in line with the increases placed upon the senior weekday 9-hole green fees. Golf Director Mannina agreed he will adjust the pricing.

Treasurer Patinkin moved and Vice President Cohen seconded a motion to approve the 2024 Deerfield Golf Club fees as presented, with the following amendments:

- A \$1 increase to weekday 9-hole green fee for nonresidents (\$32).
- A \$3 increase to weekday 9-hole green fees for residents (\$30).

The motion **carried** in a unanimous roll call vote as follows:

AYES: Brown, Caron, Cohen, Serota and Patinkin (5)
NAYS: None (0)

VI. Presentation and Discussion of Estimated/Proposed 2023 Tax Levy

Finance Director Bonn advised that the proposed 2023 tax year levy for capped funds is calculated using the prior year's tax extension and adjusted for inflation, new property development, and an EAV estimation buffer.

The Property Tax Extension Limitation Law (PTELL) of 1991 imposes restrictions on the District's tax extension. The law limits the growth in the amount of taxes to be extended to the lesser of 5% or the percentage increase of the Consumer Price Index (CPI) for the calendar year preceding the levy year. An allowance for new property is provided for in the calculation of the limitation.

Under the tax cap, the County will limit increases in tax capped funds to the consumer price index (CPI) plus new property (new construction and annexations). The CPI for the 2022 tax year was 7.0%. The

CPI that will be used in calculating the 2023 tax extension will be capped at 5.0% (6.5% CPI subject to a 5% cap). The CPI increase (“inflationary increase”) is applied to the District’s prior year’s aggregate extension of the funds subject to PTELL (e.g., capped funds). The final Lake County/estimated Cook County 2022 aggregate tax extension for the capped funds is \$7,770,197. As such, the 2023 maximum levy for capped funds based on CPI would be: $\$7,770,197 \times (1.05) = \$8,158,707$. This represents \$388,510 of additional tax revenue for inflation.

There are no annexations or significant new property development that would generate new property value over and above the usual year to year growth. There are no longer any TIF Districts in the District’s tax base. Staff receives a report in October from the Lake County Assessor that provides estimated 2023 EAV and estimated new property. These are subject to change and there could also be new property that lies in our Cook County section. As such, staff bases the levy on property estimates. Staff received estimated 2023 EAV’s from Lake County. Per the assessor, 2023 total estimated Lake County EAV is \$1,426,900,591, inclusive of \$1,644,002 of new property. For Cook County, staff is not estimating any new property. Lake County new property results in additional tax revenue of \$8,871.

The District will levy at a higher amount to capture any additional real estate revenue as a result of estimations (EAV, new property, Lake/Cook calculations). This is accomplished by factoring in additional EAV of \$10,000,000. The additional tax revenue from this “balloon levying” amounts to \$53,963. In the end, the county clerk will reduce excess requested amounts to the statutory maximum.

Important to note, staff is still working on obtaining final numbers for 2022 from Cook County which represents roughly 6% of the District’s tax base. Capped funds include the general fund, the recreation fund, IMRF, liability insurance, social security and Medicare.

The special recreation levy is not subject to the tax cap (PTELL) but is subject to the statutory rate limit of .04% of the value of taxable property in the District. In the previous year, the Board used a rate of .04% applied to the estimated EAV. This fund is used for NSSRA member agency contributions, companion costs, specialized busing and capital project costs related to ADA. Staff recommends using a rate of .04% for the 2023 tax levy year.

Each year’s bond levy is defined by the ordinance from when the bonds were issued. The bond levy authorized by ordinance is separate from the annual operating levy ordinance. The annual debt service requirement in 2024 is \$385,175.

Finance Director Bonn then reviewed historical tax levy data, inflation rates and provided levy calculations based on hypothetical scenarios. Staff proposes the amounts of the 2023 tax year levy as follows:

- Total capped funds levy of \$8,221,541 (increase of \$451,344 or 5.81% over the 2022 extension).
- Special recreation levy of \$609,423 (increase of \$44,268 or 7.83% over the 2022 extension).
- Bond levy of \$385,175 (decrease of \$4,063 or 1.04% less than the 2022 extension).

Staff recommends the above amounts based on 5% levy for the following reasons:

- The capped “operating” and “legal obligation” (total capped funds) levy rate of .53963% is .0087% less than the 2022 tax year. The levy increase of \$451,344 covers only a portion of escalating labor and material costs.

- A 5% CPI offsets historically low CPI and results in a 10-year average of 2.3%. An inflation rate of 2% over a longer run is consistent with the Federal Reserve’s mandate.
- The total capped funds levy has a perpetual effect on all future levies due to the constraints of PTELL. The amount paid by a Park District taxpayer on a hypothetical \$500,000 home remains under \$1,000, and the percentage of the taxpayer’s total property tax bill that goes to the District should remain around 6.5%.

Public Act 82-102, known as “The Truth in Taxation Act” places certain requirements on taxing districts in the adoption procedures of their tax levies. The Act requires the Board to meet and formally determine the aggregate amount of money that it estimates will be levied. This must be done not less than 20 days prior to the adoption of such tax levy. The adoption of the tax levy ordinance is scheduled for the December 14, 2023, regular Board meeting. Therefore, the District will determine the estimated amount of money to be raised by the property tax levy at the November 16, 2023, regular Board meeting.

There was general Board consensus that the levy be set at the maximum 5% as CPI remains high at 6.5%. Finance Director Bonn acknowledged that at 5%, this will still pan out to a 2.3% 10-year average.

President Caron further advised that there is a use it or lose it aspect of the tax cap and if the money is not levied, the Park District loses that potential revenue source. The Park District has limited sources of income; therefore, it is in the Park District’s best interest to maximize permissible tax levies.

VII. Other Matters

Joint Board Picnic

Director Harvey advised of the return of the Joint Board Picnic on October 25th in which local agencies throughout Deerfield including D109, D113, Fire, Township and the Park District meet once a year in person to provide a status update with respect to their agency.

IAPD/IPRA Annual Conference – IAPD Credential Certificate


Each year, IAPD requests member agencies to designate a Delegate and Alternate(s) to represent their agency at the IAPD Annual Business Meeting held at State Conference in January. The 2023 meeting will be held Saturday, January 27th at 3:30 p.m. Typically, the District has appointed a Commissioner as the Delegate. Director Harvey asked Commissioners to consider acting as the Delegate.

VIII. Motion made by Vice President Cohen, seconded by Commissioner Serota, to adjourn the Special Board Meeting at 9:20 p.m. Voice vote **carried** as follows:

PRESENT: Brown, Caron, Cohen, Patinkin, Serota (5)

ABSENT: None (0)

Respectfully Submitted,



Jeff Harvey, Secretary