

## **MINUTES OF THE SPECIAL PUBLIC MEETING**

A special scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on November 29, 2018, in the Administration Building of said Park District. President Walz called the meeting to order at 5:05 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 Walz, President, and Commissioner  
William B. O'Malley, Vice-president and Commissioner  
Tom Cooke, Treasurer and Commissioner  
Bob Biedke, Secretary and Commissioner  
Ralph C. Souder, Commissioner, arrived at 5:07 p.m.

### Administrative Staff:

Tom Busby, Executive Director  
Rhonda Brewer, Director of Business Services  
Tammy Miller, Director of Leisure Services  
Ben Curcio, Director of Parks and Planning  
Tom Klaas, Manager, Fox Run Golf Links  
Brad Sholes, Finance Manager

## **BINA HEARING**

President Walz stated, As President of the Board, I am calling for a BINA hearing under executive order, to be held January 10, 2019 for bonds in the amount not to exceed \$2,600,000. Hearing to be held in the Administration Building of the Elk Grove Park District.

## **BUDGET DISCUSSION**

Director Brewer welcomed all to the meeting and turned it over to Executive Director Busby. Director Busby thanked all staff involved in the budget process. He estimates 30 staff members were involved in the six-month long process. He also reviewed a list of staff accomplishments for 2018. Looking ahead into 2019, he discussed some of the challenges the district faces, including hiring part-time staff in such a tight labor market, as well as the possibility of an increase in minimum wage and what impact this would have on the district finances.

Director Brewer began the budget discussion with an overview of the entire district. Commissioner Cooke asked why there was an Interfund Transfer expense item in the amount of \$16,440,830 in 2017. Directors Busby and Brewer explained that this was a one-time entry which transferred golf course assets (formerly an enterprise fund) to the general fund assets on December 31, 2017 when the golf course was converted to a governmental fund from an enterprise fund. The transfer appears as an expense item with an offset to an asset on the balance sheet and therefore appears as a one-sided entry on the Revenue/Expense report.

Goals – Commissioner Souder stated that the Museum Historical Society Constitution and By-Laws was a misnomer and should reflect the same verbiage as other associations. Staff said they would make the correction.

Commissioner Cooke stated that a goal should be added regarding future expectations of the Athletic Associations as programs.

Corporate Fund – Commissioner Souder praised the “Year in Numbers” chart and asked if we could provide historical comparisons. Director Curcio said he would provide that information.

Liability Fund – During discussion of the liability fund and its fund balance of 41%, Commissioner Souder inquired if we could reduce the fund balance requirement for this fund since the only expense is the PDRMA premium, which stays fairly consistent. A discussion ensued about fund balances in general and that we want to ensure not to grow the balances too large.

Recreation:

PAC – Commissioner O’Malley questioned staff regarding the continuous losses year over year. Staff responded that our costs continue to rise with challenges of hiring lifeguards and swim instructors. In order to attract recruits, we must be more aggressive in offering higher hourly rates to compete with other employers such as Target, Walmart and Amazon. In the past, staff has proposed to close during slow mid-day hours as one option to reduce costs. In 2018 staff kept the outdoor pool open during the maintenance closure which added cost. The possibility of increasing rates will be discussed in 2019.

Garden Terrace – Staff asked if the Board was agreeable to continue booking Garden Terrace through 2020. After discussion, there was a consensus to continue booking through 2019 and to add it as a discussion topic at the next Committee of the Whole and a potential action item in January.

Athletic Associations – Staff explained that the budget was completed before final determination on whether or not Associations would become in-house programs. The submitted budgets were therefore completed by the Associations and are consistent with prior year budgets. Staff feels time is needed to meet with the various Associations to review these items before making changes. The board agreed that they would not have an expectation of changing the budgets at this time.

President Walz asked if there was a better way of identifying individual baseball teams in the reports, and he is open to suggestions. Staff will look into this.

Golf – Commissioner Cooke inquired about inventory at the pro-shop. Staff will insert an additional line in future budget books to indicate inventory amounts for better clarification of the bottom line.

**ADJOURNMENT TO CLOSED SESSION**

Commissioner Souder moved to adjourn to Closed Session for the Purpose of Discussing the Purchase or Lease of Real Estate per 2(c)(5).

Commissioner O'Malley seconded the motion.

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

Motion carried.

**RECONVENE TO OPEN SESSION**

After discussion on real estate, Commissioner O'Malley moved to reconvene the meeting to Open Session at 8:54 p.m.

Commissioner Souder seconded the motion.

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

Motion carried.

**SALARY RANGES**

Director Busby stated he is recommending a 1.95 % increase in both the minimum and maximum parts of grade 1-11 salary ranges. The increase is based on the recommendation from Management Association. Commissioner O'Malley stated he is a strong "no" to increasing the salary ranges. Commissioners Cooke, Souder, Biedke and Walz all stated they are in favor of increasing grade 1-11 salary ranges.

**SALARY INCREASES**

Director Busby presented information on the 2019 employee merit pool. It was the consensus to have a base pool of 2.75% and a pool 0.50% for top performers. Commissioner O’Malley stated he is not in favor of the recommendation and more consideration to part time staff wages should be given. Director Busby stated part time salaries and ranges might change as they are currently under review.

**NEW BUSINESS**

Director Busby stated he received an e-mail from Tim Burns claiming the Park District is potentially in violation of the Open Meetings Act due to not passing a resolution in an open meeting naming the members of the “advisory boards” and giving the public an opportunity to discuss and comment. Director Busby stated he forwarded the e-mail to attorney Hoffman.

Director Busby stated Cook County cancelled the lease at the Chelmsford property. Commissioner O’Malley suggested we contact newly elected commissioner Kevin Morrison to invite to a future meeting.

**ADJOURNMENT**

Commissioner Souder moved to adjourn the Special Meeting of November 29, 2018.

Commissioner O’Malley seconded the motion.

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

Motion carried.

The Special Meeting of November 29, 2018 was adjourned at 10:25 p.m.

Respectfully submitted,

Robert Biedke, Secretary