

Lombard Park District
Board of Park Commissioners
Personnel & Finance Committee
Budget Meeting #1
Sunset Knoll Recreation Center
Tuesday, November 4, 2008-6:30pm

The meeting was called to order by Commissioner Ware at 6:33pm.

Upon roll call being taken the following commissioners were present:

Commissioners: Char Roberts, President
John Bielenda, Commissioner
Keith Giagnorio, Vice President
Mike Kuderna, Commissioner
Bill Ware, Commissioner

Absent: Kathy Hogan, Commissioner
Janice Mills, Commissioner

Staff: Paul W. Friedrichs, Executive Director
Rick Poole, Deputy Director
Jason S. Myers, Superintendent of Finance and Personnel
Bill Sosnowski, Superintendent of Parks
Jacquelynn C. Brzezinski, Administrative Assistant

The meeting began with Executive Director Friedrichs reporting on the progress of Paradise Bay since the last meeting. The construction is progressing at a good pace with the new contract of G. Porter Masonry. Superintendent Myers then showed a visual presentation of the water park. President Roberts inquired as to whether the new photos of Paradise Bay will be posted on the website. Superintendent Myers responded, yes.

Next, Executive Director Friedrichs opened the Budget Overview by thanking Superintendent Myers for his and staff's efforts in the budget process. After that, Superintendent Myers presented the 2009 Budget. The first portion of the Budget Book includes budget meeting agendas, a budget calendar and the organizational chart. Charts for Expenditures and Revenues by Fund and Function are also included. The overall net for FY09 on the consolidated Budget Report is (\$4,330,659.00).

The presentation of the 2009 Budget then moved to 2009 *Goals and Objectives*. *Goals and Objectives* were created by staff with commissioner input as well. Commissioner Kuderna questioned the need for the purchase of an additional party wagon. A discussion was held regarding the labor costs associated with the party wagons. Superintendent Myers explained that \$4,700.00 is spent annually on the upkeep and delivery of party wagons. Also, an additional wagon would only accommodate 20 people on the wait list. Executive Director Friedrichs suggested that the District use the funds to replace equipment needed by the party wagons rather than purchase a new one. Vice President Giagnorio asked if the District ever charged for the wagons. Executive Director Friedrichs explained that the wagons are paid for with Hotel Motel Tax dollars. The board then agreed to utilize the funds to restock

equipment of the party wagons rather than purchase a new one. President Roberts conveyed that she is proud of the party wagons and they are a great asset to Lombard!

Superintendent Myers also informed the Board that staff is researching graphic artists to work on the District's logos. After that Superintendent Myers addressed questions received in advance. He advised that the Community Involvement goal will be addressed as part of the Comprehensive Plan. Next, Superintendent Myers responded that Program Manager Rickey will address the question regarding the percentage of contractuals in Fine Arts. To end, he then explained that Code Adam is a building lockdown procedure for a missing child.

A discussion was held on the resurfacing of the wood floor for dance and fitness. Deputy Director Poole commented that a need for more space with a wood surface is apparent as dance and fitness classes compete for the existing space.

President Roberts inquired on the location and host of the Intergovernmental Dinner. Executive Director Friedrichs advised that the Village will probably host at the Westin Hotel. The discussion then turned to Commissioner Kuderna asking about a dollar amount (labor and material) tied to the affiliate programs utilizing Park District fields. Deputy Director Poole conveyed that the calculation of the amounts of labor and supplies could easily be accomplished. Moving on, President Roberts expressed pleasure to see the cooperative Senior Trips.

Executive Director Friedrichs shared that during the recent softball/baseball season, Superintendent Sosnowski and Deputy Director Poole completed a comprehensive study of the ball fields. With this study, improvements to the fields will be easy to make as everything has been documented. Superintendent Myers conveyed that Commissioner Mills is in favor of a skate park.

Discussion moved to *Tax Levy*, with brief overviews from Superintendent Myers. As the budget is presented the 2008 Tax Levy rate will be approximately .3088.

In *Budget Overview*, Superintendent Myers reported that the fund balance is 1.8 million dollars. Full-time staff wages and salaries have been determined based on a 4% average increase. There is a 12% increase in utilities and a 4% increase in water and sewer. Superintendent Myers then thanked the department heads for their cooperation with the budget process. All investment interest accounts throughout the 2009 proposed budget are expected to decrease during 2009.

Next was the *Corporate Fund*. Superintendent Myers informed the Board that the Early Retirement Incentive will be paid off at the end of 2008. Commissioner Bielenda questioned the amount of the Jaycees Utility Reimbursement. President Roberts inquired about the 2008 \$19,732.00 amount in attorney costs. Executive Director Friedrichs explained the attorney has worked on the library agreement and pool contracts this year. Commissioner Bielenda questioned what Refuse Pick-up Supplies were, and Superintendent Sosnowski responded, garbage can liners. President Roberts asked if there is enough budgeted for pavement salt. Superintendent Sosnowski replied, yes. Regarding the ballfields, Deputy Director Poole and Superintendent Sosnowski reported that they had conducted a thorough study of the fields and reiterated to the Board that they made a commitment on field improvements. President Roberts inquired as to how the Memorial Brick Program was going and Superintendent Sosnowski responded that a new brochure is available and the bricks are now available with

seven lines versus three. Executive Director Friedrichs mentioned that a Lilac Queen and her court brick has been installed in Lilacia Park. Finally, Superintendent Myers asked if the Board wanted an outside firm to create the Master Plan. It was a general consensus of the Board that the Master Plan will be done in-house.

The *Special Recreation Fund* was discussed next. Superintendent Myers explained that \$323,467.00 will be funded from NEDSRA for reimbursement of Paradise Bay. Funds of Special Recreation are generated from 100% tax proceeds.

Superintendent Myers then introduced the *Liability Fund*. Staff budgeted a 4% rate increase in this fund. A brief discussion regarding background checks was held. Youth Athletic coaches are background checked every two years.

Discussion moved to the *Debt Service Fund*. This fund was established in 2003 to pay principle and interest on outstanding Debt Certificates. Superintendent Myers stated that the 2005 Series "A" and "B" bond issues will have payment due in December, 2008.

Next discussed was the *IMRF/FICA Fund*. Superintendent Myers reported that all employees hired in positions that meet or exceed the prescribed annual hourly standard of 1,000 or more must be enrolled in IMRF. Early Retirement will be paid off in 2008. The District's rate for IMRF has increased from 10.31% to 13.38% this year, an increase of 3.07%

The discussion then moved to the *Audit Fund*. Per government regulations, an audit must be conducted by an outside firm each year, according to Superintendent Myers. A RFP will be issued in December of 2008 for FY 2008. Executive Director Friedrichs stated that there has been an increase in tighter controls, thus higher fees are charged for the audit.

Superintendent Myers next moved on to the *Capital Projects*. Executive Director Friedrichs explained in order to help with arbitrage calculations, a transfer from Capital Projects-General to Capital Projects-GO Bond Series 2005 in the amount of \$649,500.00 took place. Commissioner Ware questioned \$20,000.00 budgeted in PC and Software. Staff explained that the amount will cover the Marketing and Communications Manager's computer and for upgrading the sign shop system. A lengthy discussion was held regarding walking paths in the parks that were part of the Referendum items included. Superintendent Sosnowski conveyed that the Four Seasons path will be improved with sealcoat and repaved where needed at a cost of \$13,500.00. Additionally, \$85,000.00 is budgeted for Madison Meadow Park paths which include drainage.

The Board of Commissioners were all in agreement that the walking paths should be a priority to the residents of the Park District. In addition, Superintendent Myers reported that Broadview Slough improvements include a five car parking lot, a 12X12 foot shelter and picnic tables.

Next, Superintendent Myers spoke briefly on items included in the *2008 Referendum Pool and Other*. These funds were created to track the revenue and expenses generated from the 2008 successful referendum.

To conclude the meeting, Deputy Director Poole shared literature on the Whole Body, an interactive outdoor game that retails \$33,000.00.

There being no further business, President Roberts made a motion at 9:18pm to adjourn the meeting. Commissioner Ware seconded the motion. On a call for the vote, five ayes (Bielenda, Giagnorio, Kuderna, Roberts, Ware). Motion carried.

Respectfully submitted,

Paul W. Friedrichs
Secretary
PWF/jcb