

Minutes of a Workshop Meeting of the Board of
Park Commissioners of the Downers Grove Park
District held on October 1, 2015 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Clerk, Pam Rank; also in attendance, Susan Friend, Executive Director of SEASPAR
ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Recognition of Visitors: None

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COMMUNICATIONS

Executive Director of SEASPAR, Susan Friend, gave a short presentation updating the Board on SEASPAR programs and events that have occurred throughout the year.

DISCUSSION ITEMS:

2016 Draft Budget

Assistant Director Brown presented the 2016 Draft Budget which included the Budget Schedule and Summary. One major change will be an increase of 5% on most program fees as this is our largest source of revenue besides property taxes. The largest expense is Salaries/Wages and Contractual Services.

Commissioner Salaba asked how the budget supports the Park District's Vision.

Executive Director McAdam explained the process.

Assistant Director Brown went on to explain revenues, expenditures and transfers by fund and the fund balance analysis.

Commissioner Gelwicks asked if the affiliates were going to be impacted by the proposed program increase.

Director Kelly stated that they will be starting the process with the affiliates soon as the three year contract is about to expire.

Assistant Director Brown also touched on revenue sources and expenses showing historical comparisons. He finished with an explanation of district-wide debt services.

Commissioner Gelwicks commented that if the government rescinds the property replacement tax, the Park District will not have a balanced budget.

Assistant Director Brown explained that in that event, some projects can be delayed and completed at a later date.

Commissioner Gelwicks also asked why the Lyman Woods Streambank Stabilization Maintenance was

not considered contractual.

Assistant Director Brown explained that in the next few years there will be a revamp of categories and at that time the Lyman Woods project may be moved to contractual.

2016 Draft Capital Plan

Assistant Director Brown gave a brief summary of the 2016 Capital Projects Plan explaining that the capital represents approximately 4% of the overall budget. Capital Projects for 2016 include: Lincoln Center Roof, Storage Workshop at Lyman Woods, Trail and Boardwalk at Lyman Woods, Unplanned Capital, Phone System & Servers; Wide Area Lawn Mower, Ebersold Park Lot, Clubhouse Carpeting and Desk Replacement, Tee Renovation and Fairway Mower Replacement.

Superintendent of Planning, Paul Fyle gave a power point presentation that went into more detail about the planned projects for 2016, one of which was the resurfacing of the main trail at Lyman Woods. This trail was formerly a residential street and is the main trail into the woods. It is in disrepair and anyone with a handicap would have a difficult time using it. There is \$60,000 in the budget to resurface this trail.

Commissioner Mahoney asked what tax mechanism is used when accounting for the ADA portion of repairing the trail.

Executive Director McAdam explained that the tax levy for SEASPAR is outside of the tax cap. Using this fund, the District can levy up to 4 cents to fund projects that have ADA components to it. Currently the District levies 2 cents. These 2 cents covers SEASPAR, inclusion costs and ADA.

Commissioner Mahoney asked what percent of the trail project would qualify for ADA compliance.

Executive Director McAdam replied that he would have to work with SRA to determine that amount.

Commissioner Mahoney asked if the Park District needs to consider raising this amount to cover the trail project and thought maybe an analysis should be considered to determine if 2 cents is enough. She also inquired that if the Park District decided to raise the ADA tax, would it be clearly identifiable on the tax bill that the increase would be specifically for ADA.

Executive Director McAdam responded that it would be clear.

Director Kelly brought to the Board's attention that the unfunded purchase of a 24-passenger bus may be a necessary priority with the before and after school program starting up.

Commissioner Gelwicks asked for a prioritized list of capital projects.

The Board also asked for a business plan for the purchase of a 24-passenger bus.

Property Tax Levy Scenarios

Assistant Director Brown presented an overview of the tax levy distribution saying that the Park District makes up about 5.8% of the tax bill. Three scenarios were presented. In scenario 1, taxes would remain flat; in scenario 2, the tax levy would capture new growth; and in scenario 3, the tax levy would capture new growth and the consumer price index.

Commissioner Gelwicks suggested that instead of concentrating on the projects that need to be completed, focus on the things that the Park District has no control over such as IMRF and insurance increases. Overall, the Board was tending to support Scenario 3.

Assistant Director Brown will prepare an updated version for the Board to review.

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next Park District Board Meeting will be held October 15, 2015 at the Village Hall.

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FINAL ADJOURNMENT

The meeting was adjourned at 9:37 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Cushing, Gelwicks and Salaba
 Nays: None
 Absent: None

Respectfully submitted,

William McAdam
Pro Tem Secretary

DOWNERS GROVE PARK DISTRICT

October 1, 2015

7:00 P. M.

Village Council Chambers

WORKSHOP MEETING AGENDA

1. CONVENING THE MEETING
 - 1.1 Call to Order
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Changes to the Agenda
2. COMMUNICATIONS
 - 2.1 Recognition of Visitors
 - 2.2 SEASPAR Presentation – Executive Director Susan Friend
3. DISCUSSION ITEMS
 - 3.1 2016 Draft Budget
 - 3.2 2016 Draft Capital Plan
 - 3.3 Property Tax Levy Scenarios
4. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD OCTOBER 15, 2015 AT THE VILLAGE COUNCIL CHAMBERS

5. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 5.1 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5) of the Open Meeting Act
 - 5.2 The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to 5 ILCS 120/2(c)(1) of the Open Meeting Act
6. FINAL ADJOURNMENT