

Special Board Meeting

A Special Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, November 16, 2016 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 6:00 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka
Bill Starr
Lisa Tenuta
Ray Massie
Mike Murphy

Administrative Staff:

Greg Kuhs, Executive Director
Jim Jarog, Director of Parks & Planning
Brett Barcel, Director of Golf Operations
Brian Taylor, Director of Recreation
Barry Kurcz, Director of Business Services and Human Resource
Ruth Yueill, Superintendent of Communication & Marketing
George Giese, Manager of Administration & Human Resources
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Tom Hoffman, Attorney
Lee Howard, GAI
Brad O'Sullivan, GAI

Visitors:

None

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda; seconded by Commissioner Tenuta and was carried by unanimous voice approval.

Public Comment

None

NEW BUSINESS

A. Operating Budget Review-Fiscal Year 2017 (Discussion)

George Giese, Manager of Administration & HR presented the 2017 Budget Review:

- Proposed FY 2017 Budget for the MPPD; this is a draft document and there may be some changes prior to requesting Board Approval of the Budget planned in March 2017.
- Information & charts included in the first 4 tabbed sections-provide an overview and summary of the FY 2017 Operating Budget. Items contained in the report: Consolidated

budget report; Summary of operating funds; Chart showing the revenue sources & expenses categories by percentage based on proposed FY 2017 budget; Copy of tax levy worksheet for levy year 2016; Proposed budget report by fund; Detailed proposed budget report by Fund; Department, center and detailed proposed budget report by department.

- Overall Revenue for FY 2017 is budgeted to increase by 2.8% compared to FY 2016 Budget. (Rentals, Program Fees and Concession Sales).
- Expenses for FY 2017 (not including pending capital projects for FY 2017) are budgeted to increase by 3.7% compared to FY 2016 Budget. This includes an increase in full time salaries to comply with the Department of Labor's mandated increase to the Exempt employee threshold (\$47,476 effective 12/1/2016, up from \$23,660).
- There is a proposed 3% merit increase budgeted for staff.
- Health insurance rates are projected to increase 12% for FY 2017. The district is exploring strategies for reducing health insurance costs. This district is still trending below the national average for large employers over the last three years (4.7% vs 6.0%), and rates compare favorably to similarly-sized district even with the projected increase. As the district goes through the open enrollment process for health insurance in the coming month, funds budgeted for employee insurance may be slightly modified. MPPD rates are still favorably compared to other districts.
- The weather this past year has been positive for the aquatics and golf course. Budget assumptions for the golf course operation for FY 2017 reflect the revenue targets set in the first full season since its reconstruction.
Other fund highlights:
 - Paving and lighting-projected balance in property tax revenues and projected expenses in this fund.
 - Social Security-projected balance in property tax revenues and projected expenses in this fund.
 - IMRF- projected balance in property tax revenues and projected expenses in this fund.
 - Liability Insurance- Managed fund balance reduction in this fund. 2.2% increase in property tax revenue budgeted, offset by a 2.3% increase in expenses for an overall fund decrease of (\$42,297).
 - Special Recreation/ADA- Managed fund balance reduction in this fund, including \$950,000. Allocation for ADA improvements in FY 2017.
 - Conservatory- 2.0% decrease in revenue for this rate limited fund Small projected surplus of \$3,574 despite the increase in expenses of 3.7%.

Discussion: The Board reviewed with Lee Howard the Budget information presented on the funds, health insurance, revenue and expenses district programs and concession sales.

Executive Director Kuhs announced changes with the staff structure for the district starting in 2017. George Giese title will be changed to Superintendent of Business Services and Ruth Yueill title will be Director of Community Relations and Marketing. The organizational chart will be updated to reflect these changes.

Adjournment

Commissioner Starr motioned to adjourn the Special Meeting at 6:30 p.m.; seconded by Commissioner Murphy and carried by unanimous voice approval.

Respectfully submitted

William J. Starr