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PARK DISTRICT

FINANCE COMMITTEE SPECIAL MEETING
MINUTES

January 30, 2012

Commissioner Johnson called the meeting to order at 6:23 p.m. Present at this evening's meeting were: Commissioners Longmeyer, Daniels, Schmidt, Johnson and DiMaria; and Committee Members Hager and Osten.

Also present were: Ms. Schlinkmann, Executive Director; Mr. Otto, Deputy Director; Mr. Burgess, Business Manager; Mr. Kettel, Superintendent of Facility Services; Mr. Brooks, Manager of Conservation Services; Mr. Irwin, Golf General Manager; Mr. King, Superintendent of Parks & Planning; Mr. Kennedy, Superintendent of Recreation; Ms. Casler, Director of Communications & Special Projects; and Ms. Schwebel, Executive Assistant.

BUDGET REVIEW

Mr. Burgess stated the budget is for the year ending March 31, 2013. This is a balanced budget. The General Fund is \$14,000 to the good. Interest income is virtually nil. Olympic Park income has provided a substantial amount for the General Fund. Real estate taxes are up a little from last year. The Recreation Fund has a \$140,000 surplus. Revenue, program and user fees are strong. We have money set aside for the community survey. Museum Fund programming is up 4.5%, and revenue is up 10%. SGC revenue is the same as last year in the budget even though we did not achieve it. Salary adjustment is 2.5%, and ranges are adjusted by 2.7% for inflation.

In response to Commissioner Johnson's question about the baseball stadium, Mr. Burgess stated we budgeted \$250,000 in revenue. Major repairs will be needed; however, the Village has not given us the cost amount. Commissioner Johnson commented that we do not get any feedback from the team about things like concessions and the new scoreboard. Ms. Schlinkmann stated staff will come up with a long-term capital plan for the stadium.

Mr. Burgess stated the Executive Summary shows \$34,320,000 in revenue versus \$33,682,000 in expenses for net revenue of \$638,000. There are a lot of variables. The tax rate is projected at 49.5¢.

Commissioner Schmidt asked what we do with the unused money allocated for ADA, and Mr. Burgess stated it improves our fund balance which we earmark as savings. We do not spend it.

Mr. Burgess stated the General Fund collected \$3,881,000 in property taxes. Interest is down to \$15,000. Revenue went up about ½% while expenses stayed the same.

In response to Commissioner Daniels' question about grants and donations, Mr. Burgess stated \$50,000 is from the Alexian Brothers sponsorship.

In response to Commissioner Johnson's question about the Kronos time frame, Mr. Burgess stated the time system will be up in April or May followed by human resources and payroll applications.

Commissioner Schmidt asked if we are going to look at other banks besides Harris, and Mr. Burgess stated yes.

Mr. Burgess stated the Parks Department revenue shows SAA charges, which are chargebacks to them. Commissioner Longmeyer inquired about One Note, and Mr. King stated staff is developing a maintenance manual.

In response to Commissioner Johnson's question about central stores, Mr. Burgess stated we continue to include more things. Next will be food purveying. Mr. Kettel stated we buy in bulk for concession stands, and we will also purchase safety equipment.

Commissioner Longmeyer inquired about the parking garage security at Olympic Park. Mr. King stated we have an agreement with the garage for weekend use, and part of the agreement is that we have to provide security for the garage, which was the responsibility of the people having the tournament. Due to some security issues that arose last year, we will take the responsibility for hiring the security people and overseeing them. The people running the tournament will reimburse us.

Commissioner Johnson thought that the goal for Park Partnerships should be to increase them, not just maintain them. Ms. Casler stated we are negotiating with Alexian Brothers and will ask for an increase. Links is an in-kind sponsor, and Pepsi has a 5-year agreement. Commissioner Johnson suggested approaching Chick-Fil-A and other growing businesses in Schaumburg. Commissioner Schmidt asked if we have looked into sharing a TV station with the Village, and Ms. Casler stated they are two different franchise agreements. Commissioner Schmidt inquired about office help for the Gold Medal application, and Ms. Casler stated that would be for the video editor. Ms. Schlinkmann suggested not applying for the Gold Medal this year, and all Commissioners concurred. Mr. Burgess will reallocate that money.

Mr. Burgess noted the Recreation Department staff has 28 full-time employees versus 29 last year. Commissioner Johnson noted a 4% increase in KASPER fees and asked how much subsidizing we do. Mr. Kennedy stated 25 to 30 families are on scholarships. Most of the sites are full, and there are no waiting lists.

Commissioner Longmeyer inquired about NAEYC accreditation, and Mr. Burgess stated it is for three years.

Commissioner Johnson asked why STP is down \$9,000 versus last year, and Mr. Burgess stated the WTS contract was adjusted downward; however, daily fees and memberships are budgeted to increase.

Commissioner Schmidt asked if figures for salaries include everything, and Mr. Burgess stated they do not include the extra 12% for IMRF and Social Security.

Commissioner Johnson asked why there are fewer instruction camps at Olympic Park. Mr. Kennedy stated we are trying to be realistic. Mr. Kennedy stated we can try offering football camps there.

Commissioner Schmidt inquired about the outdoor play area at Spring Valley. Mr. Brooks stated it is not a playground but an active play area with climbing. Commissioner Schmidt asked if the greenhouse windows will be replaced this year, and Mr. Brooks stated yes.

Mr. Osten asked how we identify new players at Walnut Greens, and Mr. Irwin stated we track players and programs. Commissioner Johnson suggested putting an emphasis on junior golf. Mr. Irwin stated we will continue to develop it, but it is not easy due to the economy. Commissioner Johnson asked how we will convert the tall grass area, and Mr. Irwin stated we will continue the process we started last year of taking bluegrass down to the stub and replacing it with native grass. Mr. Irwin noted he booked a golf outing as a result of someone finding him on Facebook. Commissioner Daniels commented that the revenue projection for Chandler's seems conservative. Mr. Burgess stated it is based on the numbers he is seeing now. Commissioner Schmidt noted that memberships and dues are down 47%, and Mr. Irwin stated that is because we eliminated things that no longer benefit the facility. Commissioner Johnson asked why we have port-a-potty rentals at SGC, and Mr. Irwin stated that is for required pumping of the rest stations. Commissioner Johnson suggested calling that maintenance instead of rentals.

Commissioner Schmidt inquired about replacing the seawall at Colony Lake, and Mr. King stated it will be plastic like the one at Volkening Lake.

Commissioner Schmidt inquired about native planting at Lancer Creek, and Mr. King stated we are trying to hold areas that are eroding.

Commissioner Longmeyer inquired about landscaping, and Mr. King stated it includes a combination of adding and replacing benches and trash cans.

Commissioner Longmeyer thought we were including the golf course pump stations, and Mr. Irwin stated we changed the timeline. Mr. Otto stated we didn't feel the timing was

right because Board members are considering making changes at SGC as a whole and do not know how to size the pump stations and irrigation controls for the sprinkler system. Commissioner Longmeyer stated there was discussion at the Board/Staff Seminar about the sensitivity of the pump stations and how to irrigate if they go down. Mr. Otto stated we will do the maintenance as needed to keep things running and should be able to continue operating if that happens.

Commissioner Schmidt inquired about \$20,000 for new soccer goals, and Mr. King stated they are football and soccer goals on wheels needed for the two new synthetic fields.

Commissioner Longmeyer asked about the status of moving the Timbercrest hockey rink to Copley Park. Ms. Schlinkmann stated since we have made improvements at Timbercrest, we have not had problems. Commissioner Johnson thought that Copley Park was too far for kids to get there.

Commissioner Schmidt asked what concession carts at Atcher are, and Ms. Schlinkmann stated they are for food preparation.

Commissioner Johnson inquired about the pool climbing wall at Bock, and Mr. Kettel stated we think we will eventually get the permit from IDPH. There are long-range plans for fencing and the deck at Bock. Commissioner Schmidt asked why there is a \$1,500 price difference between two canister vacuums, and Mr. Kennedy stated one is electric and the other is gas.

Commissioner Johnson asked if all poles will be replaced at Timbercrest, and Mr. Kettel stated yes.

Commissioner Johnson inquired about replacement of cardio equipment, and Mr. Kettel stated it is done every 4 to 5 years because eventually we cannot get replacement parts.

Commissioner Longmeyer asked what commissioning maintenance is, and Mr. Kettel stated that is the technical term for looking at how the buildings are designed and how they are operating, including HVAC and electrical test and balance.

Commissioner Schmidt asked what capital item #203 is, and Mr. Burgess stated part of Facility Services full-time staff salaries and overhead come from capital funds. Man-hours are allocated to capital projects.

Commissioner Daniels moved to recommend that the Park Board approve the 2012/13 budget with minor adjustments as noted. Mr. Osten seconded the motion, which passed unanimously.

Ms. Schlinkmann commended staff for their hard work and the Committee for reviewing it.

ADJOURNMENT

There being no further discussion, Commissioner Schmidt moved to adjourn the Finance Committee special meeting at 7:45 p.m. Mr. Hager seconded the motion, which passed unanimously.



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**FINANCE COMMITTEE
SPECIAL MEETING
AGENDA**

6:00 P.M.

Monday, January 30, 2012

Jerry Handlon Administration Building

- I. Call to Order**
- II. Budget Review**
- III. Other**
- IV. Adjournment**

