

**Finance Subcommittee Meeting**  
**Friday January 30, 2015 2:30 p.m**  
**Dupage County Historical Museum**

**In attendance: President Kelly, Commissioner Luetkehans, Commissioner Hodgkinson, Mike Benard,**  
**Andy Bendy, Steve Glass, Danielle Salerno,**  
**Donna Siciliano, Larry Bower, Rita Trainor**

**AGC Proposed Full Time Positions**

Additional data was previously provided to the subcommittee for the positions discussed at the December finance subcommittee meeting and the January Board Meeting. Benard asked for the subcommittee's thoughts on the sufficiency of the material.

**Full Time Sales Position:**

Commissioner Luetkehans asked that staff show:

- what the net cost of what the new position will be
- what the overall impact on the budget will be to add this position will be
- what the savings of a part time position being eliminated will be
- He stated that it was important to drop some part time positions when adding full time positions.
- He wants staff to show the rest of the Board what happens to the full time staff when part time people are in positions that should be full time. (Example: Full time people working too many days in a row because part time staff is under an hour cap)

**Full Time Cooks:**

Commissioner Luetkehans asked for the same information he wanted for the sales associates for requesting the full time cooks. Luetkehans strongly recommended eliminate at least 4,000 hours from the 30,000 part time cook hours that are currently in the budget. Staff should show that there will be more consistency by having 2 full time cooks, and that hiring more highly qualified cooks at a salary could help reduce the overall hours. President Kelly stated that if staff exceeds the budget on part time cook hours if the sales increase due to adding the 2 full time sales people; staff will have to show proof of this.

**Park Services Positions**

Director of Parks and Planning Larry Bower is requesting 3 full time positions. He would like to promote 3 seasonal employees with many years of experience with the district between them. Larry has lost 13 people in the last 2 years due to retirement and mostly from people leaving for full time jobs.

President Kelly suggested that we look at hiring a second part time winter crew, and contract out the snowplowing. Larry stated that we have looked into these options. He didn't think he could find enough quality help for a winter only crew based on recent experience and our rates of pay and that a lower quality employee will require close supervision by existing full time staff reducing our efficiency and productivity. Benard stated that a lower quality and less trained crew may yield additional workers comp claims. Larry stated the plowing companies charge too much money an hour and we would lose control over our ability to get the job done before facilities open.

The subcommittee gave direction that the hour limit based on the ACA be lifted for now for 5 part time employees. They asked that Larry evaluate the new facilities we have added over the last few years and the additional responsibilities his staff has taken on with these facilities, and to show the budget for these positions.

Commissioner Hodgkinson reminded Benard that the board wished to see a breakdown by department of increases in part time hours with the reason for the increase.

#### **RFI**

1. Commissioner Luetkehans suggested that Finance Director Rita Trainor use the more extensive language regarding rejection of bids used for capital projects. Benard stated that he will have Tressler and or PDRMA review it. This will be presented at the March board meeting. A copy of the Authorized investments per state statute was again requested.

#### **IMET**

Commissioner Hodgkinson shared a recent tribune article about a group of municipalities. Benard was directed to contact Tressler about our options to protect the interest of the park district to the fullest.

Meeting adjourned at 4:15 p.m.

#### Attachments

2. Sales Associate Recommendation and related requested material
3. Cooks Recommendation and related requested material
4. Operations 1 Positions Recommendations and related requested material
5. Part time hours comparison 2014 to 2013
6. Part time hours comparison 2014 to 2013 analysis of increases \*
7. Draft 2 of the Investment RFI with additional rejection language (in Tresslers hands now)
8. Authorized investments per state statute
9. Response from Steve Adams regarding IMET options

\*will be included with the board packet Friday Feb 13