

Lan-Oak Park District  
Finance & Personnel Committee  
September 17, 2009

Committee Chairperson Flanagin called the meeting to order at 7:00pm. Upon roll call the following were present: Committee Members – Gaffney, Kelly, Flanagin. Staff-Wilson. Guests-Commissioners Leck, Long, Treasurer Kuniej, Laura Defazio from Knutte & Associates.

Flanagin turned the meeting over to Defazio who reviewed the audit process with the committee. The draft audit was under review by the staff, treasurer, attorney and committee members. Defazio indicated that the park district was in a good financial position but should be caution about spending and the receipt of tax revenues.

The committee members had several questions and answers were provided by Defazio, Kuniej and Wilson. The consensus of the committee was to place the annual audit report for the fiscal year May 1, 2008 thru April 30, 2009 on the October Board agenda for the full Board's consideration.

Defazio left the meeting.

Wilson provided the proposal to the committee as submitted by Knutte & Associates to perform audit services for the individual fiscal years 2010 through 2014. A discussion ensued on the proposal and the committee would like to see the staff solicit RFPs for the annual audit on a multiple year basis. Wilson and Kuniej will work on the RFP document. There was no immediate timetable for the completion of this project.

Flanagin discussed the progress of the review of the proposed personnel policy manual. The Board will be reviewing specifically Chapters 3 & 4 since they deal with employee benefits. Wilson indicated that he has reviewed the other chapters of the proposed manual and has forward them to Primack for his review. It was the desire if the committee that all comments relating to Chapters 3 & 4 be submitted to Wilson no later than October 1, 2009. Wilson will assemble all comments and have them available for the committee prior to the next meeting, October 8, 2009. It is the plan for the committee to have the complete policy manual on the Board's November agenda for consideration for adoption.

Flanagin discussed the idea of investigating the refinancing of the district's debt since legislation has increased the debt limit to 25 years. Wilson and Kuniej will check into this new law with Mesirow Financial.

Discussion ensued on several ways the district could reduce operating dollars within the budget.

A lengthy discussion occurred about the idea of going back to the public for a tax increase for capital improvement funding. Individuals gave their opinions on

the matter and possible scenarios were discussed. A request was made to Wilson to gather information from other districts that had referendum issues in April 2009 for a tax increase. The information will be reviewed at the October 8 meeting of the committee.

Motion by Gaffney to go into Executive Session for the discussion of land acquisition, personnel, probable litigation and/or other subject matters as allowed by the Illinois Open Meetings Act, 5 ILCS, Par. 120/2.(c)(1) – 22.(e). Second by Kelly. Upon roll call the following voted “aye”- Kelly, Gaffney, Flanagin. No nays. Kuniej left the meeting.

Executive Session at 9:20pm

Committee Chairperson Flanagin called the meeting back to order at 9:40pm. Upon roll call the following were present: Committee Members – Gaffney, Kelly, Flanagin. Staff-Wilson. Guests-Commissioners Leck, Long.

There being no further business Motion by Kelly to adjourn the committee meeting. Second by Gaffney. Upon roll call all present voted “aye”. No nays. Motion passed.

Meeting was adjourned at 9:41 pm.

Respectfully Submitted,

John W. Wilson, CPRP  
Secretary to the Park Board