



**WILMETTE PARK DISTRICT**  
**Financial Planning & Policy Committee**  
**Meeting Minutes**

*Monday, November 25, 2019*  
*Village Hall Committee Meeting Room*

**Attendees**

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Commissioners/Committee: Chair Gordon Anderson, Bryan Abbott and Julia Goebel

Staff: Executive Director Steve Wilson, Liz Cox, Emily Guynn

**Absent**

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None

**I. Meeting Called to Order**

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Meeting was called to order at 6:30 p.m.

**II. Approval of Minutes**

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**A.** Commissioner Abbott moved and Commissioner Goebel seconded a motion to approve the October 21, 2019 meeting minutes. The word "reluctantly" was removed from Item V., A. All voted yes; **motion carried.**

**III. Communication and Correspondence**

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None

**IV. Recognition of Visitors**

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**A. PDRMA Health Representative**

Director Wilson introduced Brett Davis and Laura Ganschow, from the Park District Risk Management Agency (PDRMA).

Mr. Davis gave a brief history of PDRMA, and explained that PDRMA is an intergovernmental risk pool that offers Property/Casualty and health coverage. He described the benefits of membership, and explained the process an agency must follow if they wish to leave the program, and the restrictions for re-applying.

Ms. Ganschow introduced the different health plan options available to members, noting that members have approximately 30 options to choose from when selecting a plan to offer their employees. Ms. Ganschow explained the plan structures; PPO and HMO, and pointed out that the PPO is self-funded, and claims are paid by a third party administrator. Ms. Ganschow also described other benefits offered by PDRMA such as life insurance, COBRA administration, and wellness programs.

A discussion took place regarding the various plan levels. Commissioner Anderson expressed his interest in a spousal carve out whereas the spouse of an employee that is offered health insurance from their own employer would not be covered by the park district. It was explained that the plan levels offered include a plan for "Employee + Child", at a lower premium.

Claims history for the last 4.8 years was reviewed and discussed. Finally, Mr. Davis and Ms. Ganschow explained the role that the various committees play in the PDRMA decision making process.

Attendance Sheet will become part of the permanent record.

## **V. Unfinished Business**

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Director Wilson notified the committee that Superintendent Holloway is no longer working for the park district, and provided an update on the budget process.

## **VI. New Business**

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### **A. 3<sup>rd</sup> Quarter Financial Results**

Commissioner Anderson expressed his interest in having the monthly financial report cover the preceding month, rather than two months prior. Director Wilson said that had been the previous practice, and staff will work towards that moving forward.

Commissioner Anderson noted there will be savings in payroll and benefits, and expenses are under budget for parks and planning as a result open staff positions.

Commissioner Abbott asked for clarification on the projected year-end surplus. Director Wilson explained that projections are showing the district will finish about \$1 million ahead of budget; \$700,000 in operations and \$300,000 in capital.

Investments were discussed and Commissioner Anderson asked why there is not more money in CD's since they have a higher rate. Director Wilson explained that staff wanted to be more conservative during the lakefront project, but the plan is to be a bit more aggressive. He noted that he has met with bankers to explore options.

The committee discussed making changes to the format of the quarterly chart.

### **B. 2019 Tax Levy Ordinance 2019-O-3**

Director Wilson provided last year's ordinance and said he will update the information based on the tax levy discussed at last month's committee meeting. The information will be distributed to the committee for review and comment prior to the December board meeting.

## **VII. Next Meeting**

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The Financial Planning & Policy Committee will not meet in December.

**VIII. Adjournment**

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There being no further business to conduct, the Financial Planning & Policy Committee meeting was adjourned at 7:55 p.m.

Minutes Approved by Committee on \_\_\_\_\_

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Committee Chair

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Department Head