



Supervisor's Office
Gloria M. Palmblad

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
Phone: 847-438-7823 **Fax:** 847-438-9269
E-mail: info@elatownship.org

SPECIAL BUDGET MEETING MINUTES

Wednesday, March 1, 2023 – 8:30 a.m.
Ela Town Hall - Lower Level Board Room
1155 East Route 22, Lake Zurich

Approved March 9, 2023

1. Call to Order

Meeting was called to order at 8:33 a.m.

2. Roll Call

Present were Supervisor Palmblad, Trustees Bowman, Sikes (via zoom), Ufodike, and Wilhoit. Also present were Township Manager Marciniak, Management Assistant Snyder, Superintendent DePouw and Foreman Meyers. Director Dillon joined the meeting shortly thereafter.

3. FY24 Parks Fund Budget

Supervisor Palmblad reviewed the income and expenses line by line. It was explained that the salary line includes our one maintenance man and our two seasonal lawn mowers. Most of the discussion was focused around park equipment. Back in the fall when the levy was requested, we had preliminarily expected a playground at the Community Center would run approximately \$200K. Since then, Director Dillon researched all the needed components and with the help of the Superintendent DePouw and Foreman Meyers discussed a better location. With the change of location and more accurate numbers, it was determined this line item could be reduced by \$130K.

Superintendent DePouw, Director Dillon and Foreman Meyers were excused.

Executive Session was called at 9:09 a.m. for the purpose of discussing personnel.

The Board returned to open session at 9:50 with all five Board members, Township Manager Marciniak, Management Assistant Snyder and Assessor Herr in attendance.

4. FY24 Assessors Department Budget

We reviewed the salaries line item and discussed the need for one of Penny's employees to get their certification as soon as possible. The employee is fast-tracking the schooling in hopes to be complete by the end of the year. Discussion about salaries that coincide with this CIAO designation took place and the extra amount added to the bottom line. Also knowing this is a quad year, more funds were budgeted for overtime. Funding for travel expenses and vehicle maintenance were also increased but line items for building maintenance and office equipment were reduced.

5. Adjournment: Meeting adjourned at 10:18 a.m.

Respectfully submitted by: *Supervisor Palmblad*