



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
Parks, Administration, Transportation
Tuesday, March 3, 2020 at 8:30 AM
Ela Town Hall, 1155 East Route 22, Lake Zurich

1. **Call to Order**
Meeting was called to order at 8:30 am by Supervisor Palmblad
2. **Roll Call**
Present were Trustees Bos, Bowman and Jennings, and Manager Stefaniuk.
Trustee Sikes was excused.
3. **2020-2021 Parks Budget**
All estimated revenues, payroll and operating expenses, and community services' line items were reviewed. Manager Stefaniuk noted that both health insurance benefits and HRA line items need to be added to the park fund budget. Supervisor Palmblad also mentioned that funds for Capital improvements was increased to cover the cost of a new HVAC unit at the Community Center.
4. **2020-2021 Administrative Budget**
Line items under Dept. 1 Administrative and Dept. 2 Elected Officials were reviewed with only minor changes. Supervisor Palmblad pointed out the goal was to bring the capital improvement line item back up to where it was last year, in case the Township needed to purchase an additional bus again this year.
5. **2020-2021 Transportation Budget**
Dept. 7 operates at a loss, but the Board agrees it's a great service to the community and will continue to do so for as long as possible.

Once these minor adjustments are made, updated spreadsheets will be distributed to the Board for review. All department heads were advised the tentative budget will be on the agenda at the March Board meeting for approval. Changes may be necessary based on levy approval from the County.

6. **Adjournment**
The meeting adjourned at 9:56 am.

Respectfully submitted: *Supervisor Palmblad*