

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
February 11, 2019
7:00 P.M.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Supervisor Langlotz-Johnson called the meeting to order at 7:04 p.m. in the Conference Room of the Palatine Township Center.

ROLL CALL

Clerk Moran called the roll of Board Members present with voting privileges: Supervisor Langlotz-Johnson and Trustees Kern, and Pohlman.

ABSENT: Kalkounos (EXCUSED); Kincaid

Also in attendance: Clerk Moran, Assessor Kelly, and Administrator Lopez

PUBLIC COMMENT

None

ELECTED OFFICIALS ANNOUNCEMENTS

- A. Supervisor
i. 2019-20- TF, GA, & CIP Budget

Supervisor Langlotz-Johnson reviewed the *COW* Packet Insert, *Palatine Township FY 2019-2020 Annual Operating Capital Budget Summary*. She highlighted the revisions made from the original, including the salaries line item increase from 2% to 3%, noting that staff were underpaid and the possibility of losing employees to the likelihood of the state's minimum wage increasing to \$15 per hour. Trustee Kern took issue with the proposed increase revision noting that board precedent had been increasing salaries no more than the current CPI, which is currently at 2.1% (Consumer Price Index). Assessor Kelly distributed a *2019 Salary Increase Studies* handout citing a number of studies reporting employers' average salary increase in 2019 to be approximately 3%. Trustee Kern emphasized that the benefits package the Township employees receive is considerable and should be factored in. She also stated her request for a Parliamentarian at each meeting. The Supervisor reminded her that the Parliamentarian's absence was due to inclement weather considerations.

Trustee Kern distributed the handout, *Transportation Year Ending 2019 Palatine Township*. She argued against the proposed inclusion of a new bus in the Capital Improvements Budget. She asked that the handout be included in the record, to which the Supervisor objected. Trustee Pohlman stated that although he believes the handout flawed, he favors its inclusion in the Minutes.

- ii. TOI Topic Day, Wednesday April 3, 2019

Supervisor Langlotz-Johnson asked if anyone at the *COW* Meeting were attending the TOI Topics Day in April and each member responded in the negative.

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iii. TOPS Award Nominees

Supervisor Langlotz-Johnson asked if anyone had any issues with the nominees chosen, and noted in their *COW* Packet Insert, for the upcoming TOPS Awards Presentation at the Annual Town Meeting. All members confirmed their acceptance of these nominations.

iv. Other

None

B. Highway Commissioner

i. 2019-20 Road District Budget

After much discussion of the proposed Road District Budget found in the *COW* Packet, members chose to have Administrator Lopez send a detailed email to Highway Commissioner Del Mar with their questions and concerns regarding the following: contingencies, creation of a Capital Improvement Fund, Comp Time, salary increase clarification, current budget 2018-29 miscellaneous receipts, equipment rental and computer software expenses.

C. Clerk

No Report

D. Assessor

Assessor Kelly reported that his office is extending the period for application for senior exemptions.

BUSINESS

A. Policy Committee

i. Policy 197 Clerk Attestation Policy- Draft

The *COW* consensus was to approve *Policy Number 197 – Clerk Attestation* as presented in the *COW* Packet Insert, and for formal approval at February's Regular Board Meeting.

ii. Policy 150 Attendance by Speakerphone

After some discussion, the *COW* consensus was to amend *Policy Number 150- Attendance by Speakerphone* presented in the *COW* Packet Insert by replacing the term *speakerphone* with *remote attendance* in the title and throughout the text of the policy. This amended version will be up for formal approval at February's Regular Board Meeting.

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B. Other

None

OTHER TOWNSHIP BUSINESS

A. Other

Trustee Kern noted that recently a number of scheduled Finance Committee Meetings were not held due to holidays and inclement weather.

EXECUTIVE SESSION

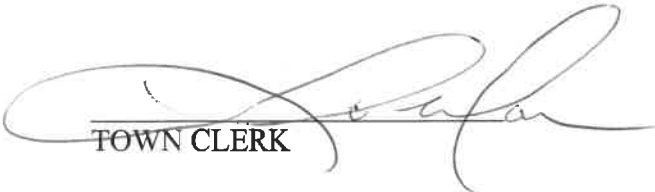
None

ADJOURN

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Kern to adjourn the meeting at 8:38 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,


TOWN CLERK

Transportation Year Ending 2019

Palatine Township

This page contains the narrative, summary, and conclusions.

The attached table contains details from fiscal Years Ending 2012—2019 documented in the Transportation Reports included in the monthly Board meeting packets. Prior year totals represent metrics from the calendar vs the fiscal year totals and are adjusted by deleting Jan./Feb. metrics on the frontend and adding the end year Jan. Feb. metrics to reflect the Township fiscal year March 1 – February 28.

Assumptions:

- Van rides are slightly more expensive than bus rides due to PACE payment for subsidy for bus but not van rider.
- During the whole sample period we have had 2 buses and one van.
- During the whole sample there have been no changes in policy that change ridership or costs except for increases in promotion of the service.
- There was an experiment in about 2012 trying to get more riders to use \$6 taxi vouchers rather than materially more expensive bus rides. Negative results due to no wheel chair lifts, driver economics, rider preference for the buses.
- Unaccommodated ride demand is a backlog of customers desiring rides who cannot be accommodated.

Conclusions:

- Ridership has fallen from 14,800 in 2012 to a static range of 10,592 to 12104 over the last 5 years. The 2 most recent years YE 2018: 12,104 and YE 2019: 11,539.
- It is hard to understand the claim of substantial unaccommodated ride demand when ridership is only 78% of the 2012 levels.
- Unit costs per ride rose from \$14.84 in 2012 to \$23.78 in YE 2015. Costs fell to \$16.70 by YE 2017 when PACE replaced all three vehicles in 2016, reducing maintenance costs and there were also fuel price reductions.
- It is hard to understand how the purchase of a 4th vehicle (bus, not yet delivered) approved at the 12-17-18 Board meeting for \$75,519 is needed based on these Transportation metrics which show a decline of ridership by 22% since 2012 and no appreciable increase in 5 years. Unit cost per ride will only increase with the predicted increase in expenses of this 4th vehicle. *
- The purchase of a 5th bus/van in fiscal year 2019/2020 for \$50,000 listed in the proposed budget will further inflate unit cost per ride and place a burden on taxpayers. (Unit cost /ride increases to \$28.09 or requires increased ridership by 4,589)
- Efforts to increase ridership rather than purchase of additional vehicles will drive efficiency and provide best value to taxpayers.

*A \$45,000 Cook County grant defrayed a portion of the cost of 4th bus but the estimated increased in overhead due to personnel, maintenance, fuel, insurance of \$46,000 (quoted by the Supervisor) cancels out any savings and will be a recurring annual expense to the Township. Unit cost/ride rises to \$24.10 or requires increased ridership by 2,287.

Unit Cost of Bus/Van Transportation
2012-2017 Fiscal Year

	YE 2012	YE 2013	YE 2014	YE 2015	YE 2016	YE 2017	YE 2018	YE 2019
Expenses:	\$	\$	\$					
Less "Total Transportation" Taxi Program(1588)	292,200 -11,564	300,069 -12,660	331,707.83 -12,791.00	323,287.7 -1,085.8	293,812 -992.8	252,119 -10,140	332,987 -9,715	293,701 -11,400
Less PACE Revenue(1341)	-31,576	-30,788	-28,076.50	-23,032.8	-21,458	-23,619	-24,901	-23,800
Less Service fee(1340)	-29,155	-26,934	-25,203.54	-27,206.2	-26,395	-26,390	-27,928	-26,322
Net Expense	219,905	229,687	265,636.79	262,190.8	0	19,170	0	232,179
Bus Rides								
Prior Year Total	2011	2012	2013	2014	2015	2016	2017	2018
Van	4216	3363	3696	3364	2409	3494	3687	3564
Bus	10015	10656	9245	7777	8155	7854	8352	7975
MEMO								
Less Jan/Feb Prior Yr	2011	2012	2013	2014	2015	2016	2017	2018
Van	-329	-760	-617	-510	-454	-468	-532	-584
Bus	-1578	-1733	-1352	-1235	-1177	-1191	-1276	-1289
MEMO								
Plus Jan/Feb for YE	2012	2013	2014	2015	2016	2017	2018	2019
Van	760	617	510	454	468	532	584	584 Est
Bus	1733	1352	1235	1177	1191	1276	1289	1289 Est
MEMO								
	14817	13495	12717	11027	10592	11497	12104	11539 Est
UNIT COST PER RIDE	\$14.84	\$17.02	\$20.89	\$23.78	\$22.28	\$16.70	\$22.21	\$20.12 Est

Corrected
YE 2014

3/21/2017
Art Goes
Update 2017-2019 by Susan Kern

Fiscal year ending in Feb. 2019 is not complete as yet. Annual expense was estimated by extending the YTD 11 months available through January 2019 to include February 2019 by multiplying by 12/11. Annual ridership was estimated by using calendar year 2018 (12 months reported in Transportation report, Board packet, Jan. 28, 2019) rather than the fiscal year ending Feb. 2019.