

FINANCE COMMITTEE OF THE WHOLE

Administration Building
1930 Waukegan Road
Glenview, IL 60026
Regular Meeting Minutes
Tuesday, April 10, 2012

1. Roll Call

Commissioner Patton called the meeting to order at 6:09 p.m. and the roll was called.

Commissioners/Official Staff present: Commissioners Bob Patton, Angie Katsamakis, Bill Casey, Mary Jean Coulson, Charlie Kuhn, Dan Peterson; Treasurer Bill Moore, Executive Director Chuck Balling. *Note:* Commissioner Ted Przybylo was not present for the Roll Call but arrived at 6:36 p.m.

2. Moment of Silence was observed

3. @Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Land Acquisition/Lease (c5 & c6), Personnel (c1)

Commissioner Kuhn moved, seconded by Commissioner Coulson to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 6:10 p.m. to review Land Acquisition/Lease (c5 & c6), and Personnel (c1). Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis. Nays: None. Motion Carried.

Only the Commissioners and Director Balling were present in the room for the Personnel discussion (Director Balling's performance evaluation).

Supt. of Administrative Operations Barb Cremin, Manager of Business Services Nicole Hopkins, Superintendents Robert Quill, Cheryl Deom and James Warnstedt and Attorney Samuel W. Witwer, Jr., and Treasurer Bill Moore joined the Executive Session at 6:36 p.m. for the land acquisition discussion after the board completed the performance evaluation.

Commissioner Peterson moved seconded by Commissioner Kuhn to adjourn the Executive Session and move back into Open Session at 7:05 p.m. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Przybylo, Katsamakis. Nays: None. Motion Carried.

4. Action on items that were discussed in Executive Session, if any

None

5. Agenda Topic: 2012-2013 Fiscal Year Budget

Executive Director Balling provided an overview of the status of the Glenview Park District stating that the Park District remains financially strong due to its long term planning, conservative approach to finances and overall high interest in program participation. Reviewed statistics on the size and scope of the park district as well as the unique characteristics that allow park district's more flexibility than other public

jurisdictions including the diversification of business operations, use of part-time staff, ability to adjust and cancel programs due to low enrollment and ability to defer some capital, if necessary. Staff presented a budget of \$34,910,199 for fiscal year 2012-2013. Of which \$21,715,621 is for operations and \$13,198,578 is for capital expenditures.

The budget showed total revenue of \$33,015,436, total expenses of \$34,910,199 and the planned use of \$1,834,763 in reserves primarily for proposed capital projects, most notably the proposed Glenview Park Golf Club drainage project, proposed GN 9 Clubhouse and Paddle Tennis, potential land acquisition, Roosevelt sports field lighting and the proposed La Fontaine Playground. Other major capital projects include Flick and Roosevelt playground renovations, two field house remodels, Little Bear Garden renovation, completion of the Wagner Farm silo exhibit and ADA compliance projects. Tax revenue is 47% of the total projected revenue.

The budget projected that the reserves as of April 30, 2013 would be \$24,602,313 of which \$13,234,863 is in the Capital Development and Capital Replacement funds, \$2,864,766 is for debt service payments and \$8,502,684 are reserves in the various operating funds. Most funds are at or above target reserve levels, with the exception of the Special Facilities. Steps have been taken to provide some relief to the Special Facilities by allocating funding from the TIF Make-whole payment to cover its outstanding debt payments and some capital expenditures. The Corporate Fund reserve levels are above target levels due to projections that Park Services, which relies primarily on tax revenue, may need the additional funding within the next few years to cover operating expenses that are escalating faster than the Consumer Price Index while still maintaining the necessary fund balance and quality of services. When the bond for construction of the community center is paid off in 2014, additional funding is projected to be available for Park Services. The Recreation Fund will be slightly above target levels due to plans for a multi-year interior decoration project at Park Center. Special Recreation reserves are above target levels in anticipation of addressing ADA compliance issues which will be identified in the ADA compliance audit that is underway.

While the park district's budget for operations is relatively consistent from year to year, the major variables in this year's budget are primarily attributed to the impact of the expansion of programming at the fitness center. In addition, the budgeted expenses include a new administrative assistant for Park Center and re-classifying two current part-time tennis professionals to full-time classified tennis professionals. Part-time positions are being added in Marketing and two part-time seasonal positions in both Park Services and in golf course maintenance.

Comments and recommendations from the commissioners are shown below. The budget will be on the agenda at the April 26, 2012 board meeting for consideration.

6. Matters from the Public

None

7. Committee Recommendations

Commissioner Comments and Suggestions

- a. Suggested that the number of business units be added to the general statistics page next year
- b. Requested information on the names of other Illinois park districts with a Aaa Moody's bond rating
- c. Requested a review of the utility usage at the Glenview Ice Center.
- d. Requested that staff include a breakdown of reserves in future budgets to show committed vs. available reserves
- e. Suggested that some garden plots be set aside for charity organizations. Staff responded that it will be reviewed as part of annual recommendations.

8. Adjourn

Commissioner Casey moved seconded by Commissioner Kuhn to adjourn the Open Session at 9:20 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Angie Katsamakos
Board President

Charles T. Balling
Board Secretary

Approved this 26th day of April, 2012

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