

# FINANCE COMMITTEE OF THE WHOLE

Park Center, Room 101  
2400 Chestnut  
Glenview, IL 60026  
Regular Meeting Minutes  
Tuesday, April 12, 2011

## 1. Roll Call

Commissioner Przybylo called the meeting to order at 6:15 p.m. and the roll was called.

Commissioners/Official Staff present: Commissioners Ted Przybylo, Bob Patton, Angie Katsamakakis, Bill Casey, Judy Beck; Treasurer Bill Moore, Executive Director Chuck Balling, Supt. of Administrative Operations Barb Cremin, Manager of Business Services Nicole Hopkins.

Commissioners/Official Staff absent: M.J. Coulson

Others in Attendance: Charlie Kuhn

## 2. Agenda Topic: 2011-2012 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. Staff presented a budget of \$35,161,830 for fiscal year 2011-2012. Of which \$20,582,409 is for operations and \$14,579,421 is for capital expenditures.

The budget showed total revenue of \$32,114,777, total expenses of \$35,161,830 and the planned use of \$3,088,945 in reserves primarily for capital projects, most notably the Administration Building renovation and fitness center expansion. Other major capital projects include Riverside, Willow and Flick south park renovations, Willow Park Fieldhouse renovation, Wagner Farm silo exhibit and The Grove driveway repair and repaving. Tax revenue is 48% of the total projected revenue.

The budget projected that the reserves as of April 30, 2012 would be \$25,762,492 of which \$17,706,588 is in the Capital Development and Replacement funds, \$1,470,683 is for debt service payments and \$6,585,221 are reserves in the various operating funds. Most funds are at or above target reserve levels, with the exception of the Special Facilities. The Recreation Fund will be slightly below target levels after the completion of the fitness center expansion but plans are in place to rebuild the fund balance for future budgets. Concerns were expressed by Commissioner Przybylo on the reserve levels for the Corporate Fund, Tort Fund, and Museum fund. Staff responded that the reserves for the Corporate Fund are higher than 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. The projections will be reviewed at the end of the fiscal year and next year's levy will be adjusted, if appropriate. The Museum Fund has reserves above target level and staff commented that the largest

portion of the fund balance is held for a potential land acquisition along with other planned purposes. The Tort Fund balance is also above target levels. Staff responded that the reserves included a contingency for potential litigation not covered by PDRMA and that if it is not needed, the next levy for the tort fund will be reduced.

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 outsourcing the Café operations, the first full year of taking over responsibility and ownership of Gallery Park and the increase in Park Center rental income from NorthShore University Health Systems. No new full time positions are being added in this budget and 3 full time positions and several part time positions were eliminated as a result of outsourcing the Café operations.

Comments and recommendations from the commissioners are shown below. The budget will be on the agenda at the April 24, 2011 board meeting for consideration.

### **3. Matters from the Public**

None

### **4. Commissioner Comments and Suggestions**

- a. **Hold discussions prior to the next tax levy as to the feasibility and impact of keeping the levy at existing levels.**
- b. **Review the projected reserve levels for Museums and Tort fund prior to the preparation of the tax levy to determine whether the levy in these areas can be reduced.**
- c. **Update and review the financial projections for Park Services operations with the Finance committee prior to preparation of the next tax levy.**
- d. **Consider the need to reinstate the Volunteer Coordinator position in 2012-2013 budget**
- e. **Consider the potential use of tax dollars for improvements at Revenue Facilities for future budgets**
- f. **Review opportunities to increase interest income by reviewing the Park District's Investment Policy and Public Funds Act at a future finance committee meeting.**
- g. **Add line item in future budgets to break out contributions from the Village of Glenview for Gallery Park and Tyner from other Miscellaneous Income.**
- h. **Invite Craig Culp, executive director of NSSRA to make a presentation to the Board on availability and use of NSSRA services.**
- i. **Consider adding additional shade structures at Gallery Park playground**
- j. **Consider the need for additional funding in future for tree replacements as a result of emerald ash borer.**
- k. **Analyze the need and cost for drainage improvements at Glenview Park Golf Club**

### **5. Adjourn**

The meeting was adjourned at 9:15 pm

ATTEST:

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Angie Katsamakris  
Board President

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Charles T. Balling  
Board Secretary

Approved this 26th day of May, 2011

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