

FINANCE COMMITTEE

Glenview Park District – Administration Building
1930 Prairie Street, Glenview, IL 60025
Regular Meeting Minutes
Tuesday, January 16, 2018 @ 8:30 a.m.

1. Roll Call

Chairman Dan Peterson called the meeting to order at 8:35 am and the roll was called.

Commissioners present: Jen Roberts (via phone), Dan Peterson, Dave Dillon, Dave Tosh
Bill Casey

Official Staff present: Executive Director Mike McCarty, Deputy Executive Director Katie Skibbe, Superintendent of Special Facilities Lori Lovell, Superintendent of Leisure Services Elsa Fischer, Superintendent of Park and Facility Services Jim Warnstedt, Recording Secretary Amy Wille

Late Arrivals, Early Departure: None

Commissioners/Official Staff absent: None

2. AGENDA TOPICS

a. Capital Replacement

Deputy Executive Director Katie Skibbe gave a brief overview of the extensive work staff has done to evaluate the Capital Replacement and Capital Development Funds to ensure a stable and effective approach for the District to fund capital projects in the future. She stated that significant changes will be made to the Capital Replacement Fund in the next year in preparation for the 2019/2020 budget. The first change incorporated in the 2018/19 budget is the increased capitalization threshold, from \$4,000 to \$10,000.

The Committee was then presented with a list of potential Capital Replacement items for the upcoming fiscal year including the project description, justification, and picture depicting the need for replacement.

Superintendent of Park and Facility Services Jim Warnstedt gave an overview of the Capital Replacement items for the Park Services Fund. He noted that most of the items are cyclical replacements that recur within a certain timeline. The current usage and replacement of the skate parks at Community Park West and Swenson Park was discussed among staff and commissioners due to the high replacement cost and the manufacturer being out of business. Staff mentioned an opportunity to review the cost effectiveness of using a new material and design for the parks to keep up to date with the state trends.

Superintendent of Special Facilities Lori Lovell gave a brief overview of the items for the Glenview Park Golf Fund. All equipment will be at the end of its useful life and needs replacement on a cyclical rotation similar to the equipment being replaced in the Park Services fund.

Superintendent of Leisure Services Elsa Fischer provided an overview of the replacement items for Roosevelt Pool and Flick Pool, specifically the Roosevelt Pool roof and all lounge chairs at both of the pools. Commissioners asked clarifying questions on the need for replacement and the ability to replace these items while the pools are open to the public. Superintendent Fischer provided further explanation to answer their questions and noted that some equipment will need to be assessed when the pools are operational in the summer.

Superintendent Lovell provided an overview of the replacement items for the Glenview Ice Center and Glenview Tennis Club. She specified that the items for Glenview Ice Center will be suspended if the referendum on March 20, 2018 is successful, except for the Zamboni and ice edger equipment, which will be replaced early in the budget cycle and be separate from the referendum timeline. She added that the goal for the Zamboni replacement would involve purchasing a new Zamboni and keeping the old one as a backup in order to have two operational Zambonis at the facility. However, if the referendum is successful, the original Zamboni will be disposed of and an additional Zamboni will be donated by the Glenview Stars.

Commissioner Dan Peterson inquired about the use of Capital Development funds for the Zamboni instead of Capital Replacement funds. The Committee discussed the current condition of the currently owned Zamboni and how to financially reach the goal for two Zambonis at the Glenview Ice Center.

Superintendent Fischer provided an overview of the replacement items for Park Center, specifically the largest project of replacing HVAC units. Commissioner Dave Dillon asked about the bidding process in order for the project to be completed efficiently and timely based on the seasons.

Superintendent Fischer reviewed the items for The Grove and Schram Memorial Museum. The Committee briefly discussed the plan to replace the roofs on the Interpretative Center and the Kennicott House at The Grove.

Other projects were mentioned by the commissioners. Deputy Executive Director Skibbe explained that the Capital Replacement Fund is still a work in progress and some of the projects mentioned are being considered for the following fiscal year.

b. November Financial Statement Review

Deputy Executive Director Skibbe provided the board with the November financial statement including a review of variances over \$10,000.

3. Other

None

4. Matters from the Public

None

5. Adjourn

Chairman Dan Peterson moved seconded by Commissioner Jen Roberts to adjourn the Open Session at 9:23 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

Robert J. Patton
Board President

Michael D. McCarty
Board Secretary

Approved this 22nd day of February 2018.