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**FINANCE COMMITTEE**

Glenview Park District – Administration Building  
1930 Prairie Street, Glenview, IL 60025  
Regular Meeting Minutes  
Tuesday, January 8, 2019 @ 6:00 p.m.

**1. Roll Call**

Chairperson Jen Roberts called the meeting to order at 6:00 pm and the roll was called.

**Commissioners present:** Committee Chair Jen Roberts, Committee Members: Dan Peterson and Bill Casey, Dave Dillon, Dave Tosh

**Official Staff present:** Executive Director Mike McCarty, Deputy Executive Director Katie Skibbe, Director of Brand Strategies Jena Johnson, Treasurer Bill Moore (via phone), Superintendent of Leisure Services Todd Price, Superintendent of Special Revenue Facilities Lori Lovell, Park Planner Ken Wexler, Manager of Park and Facility Services Kris Mikkelsen, Finance Director Erin Ryan, Recording Secretary Amy Wille

**Late Arrivals, Early Departure:** None

**Commissioners/Official Staff absent:** None

**2. AGENDA TOPICS**

**a. Capital Replacement 2019/2020**

Executive Deputy Director Katie Skibbe presented a list of the potential Capital Replacement items for the 2019/2020 budget along with project description worksheets providing additional information about the project. She explained that the project costs on each item indicate the amount of money that has already been accumulated for each item in the capital replacement fund through the annual facility contributions. It was also noted that a transfer from Capital Development to Capital Replacement will be needed to fund the HVAC replacements at Park Center for this upcoming fiscal year.

Park Planner Ken Wexler gave an overview of the Capital Replacement items within the Administration and Park Services funds. The commissioners asked for details regarding some of the items and the materials available for replacement. President Dave Dillon inquired about the availability of an alternative material that can be used for baseball fields instead of a dolomite mix due to the changes to the fields' composition over the course of the baseball season. Park Planner Wexler agreed to look into potential options.

Moving through the Capital Replacement list without staff overview, the commissioners inquired about the need to replace items at other facilities such as the Glenview Park Golf Club (GPGC) irrigation software, GPGC gazebo, security upgrades at the pools, and The Grove golf cars. Staff responded with details of the current state of the items and plan for future use. Specifically, the commissioners and staff discussed the future use of the gazebo at the golf course in relation to the recent change in food service operations.

For the Park Center parking lot item, Commissioner Dave Tosh brought up a request from the seniors attending the Senior Center for identification markers to help patrons

DRAFT

find their cars. The commissioners and staff discussed previous options used in the parking lot as well as potential methods that can be used.

The committee recommended the acceptance of the 2019-2020 Capital Replacement items to be moved to the consent agenda for full Board approval.

**b. Policy 3.25 Capital Replacement Fund**

Deputy Executive Director Katie Skibbe presented an updated Policy 3.25 Capital Replacement Fund. The policy reflected the changes discussed in previous committee meetings including saving for the item's useful lifespan rather than a 10 year savings window and saving for items based on the purchase price plus an inflation factor. Deputy Executive Director Skibbe noted that all items within the Capital Replacement Fund will be assets or groups of assets that will cost \$10,000 or more.

The committee recommended the acceptance of Policy 3.25 Capital Replacement Fund to be moved to the consent agenda for full Board approval.

**c. November Financial Statement Review**

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

**3. Other**

None

**4. Matters from the Public**

None

**5. Adjourn**

Commissioner Jen Roberts moved seconded by Commissioner Dan Peterson to adjourn the Open Session at 6:50 pm. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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David M. Dillon  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 28<sup>th</sup> day of February 2019.