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FINANCE, ADMINISTRATIVE OPERATIONS AND MARKETING COMMITTEE

Glenview Park District – Multi-Purpose Room, Glenview Community Ice Center

1851 Landwehr Ave, Glenview, IL 60026

Regular Meeting Minutes

Tuesday, November 10, 2020 @ 8:30 a.m.

1. Roll Call

Committee Chair Jen Roberts called the meeting to order at 8:30 am and the roll was called.

Commissioners present: Committee Chair: Jen Roberts; Committee Members: Dan Peterson, Dave Dillon; Bill Casey (via phone), Dave Tosh, Joe Sullivan (via phone)

Official Staff present: Executive Director Mike McCarty, Deputy Executive Director Katie Skibbe, Treasurer Bill Moore, Human Resources Director Sarah Bagley, Finance Director Erin Ryan, Recording Secretary Amy Wille

Guests: None

Late Arrivals, Early Departure: None

Commissioners/Official Staff absent: Angie Katsamakakis

2. Commissioner Jen Roberts made a motion to allow Commissioners Bill Casey and Joe Sullivan to participate in the November 10, 2020 Finance, Administrative Operations and Marketing Committee Meeting by electronic means. Commissioners Dan Peterson and Dave Dillon seconded and the motion passed.

3. AGENDA TOPICS

a. 2020 Final Tax Levy

Deputy Executive Director Katie Skibbe presented the two options for the final tax levy. Option A has a total tax levy of \$20,070,343 and represents a \$21.26 increase to a \$500,000 homeowner. Skibbe reported that Option A represents a 2.72% increase. Option B has a total tax levy of \$19,548,466 and represents a \$0 increase to a \$500,000 homeowner. Skibbe reported that Option B abates the pool bonds by \$521,877 and represents a 0% increase. Both options capture the 2.3% CPI increase, new growth, and changes to the Special Recreation Levy and Bond & Interest Levy.

To give a full perspective of the current and projected financial status of Glenview Park District, Skibbe and Finance Director Erin Ryan presented a projection of the District's fund balance at the end of the fiscal year. The spreadsheet outlined projections based on the 2020-2021 Budget that was approved in April 2020 in comparison to projections based on the COVID restrictions and safety measures. Skibbe explained the fund projections, noting the funds that are more reliant on charges for services are most affected by COVID-19.

Commissioner Dan Peterson expressed appreciation to the “big picture” view of the District's finances and provided his analysis of the current financial status, which shows

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how the District managed the losses from COVID wherever possible. Executive Director Mike McCarty added that this financial projection does not include the District going into Tier 3 of the Restore Illinois Mitigation plan, which is essentially another shutdown. He also stated that all non-essential capital replacement items have been postponed, which prolongs the costs to a later date.

Commissioner Dave Dillon asked about the operating costs for Glenview Community Ice Center. Finance Director Ryan responded that the revenues and expenses are hard to project since the facility has not had a full year of operation post renovation. Skibbe added that the bare minimum operating costs, utilities and salaries, are approximately \$110,000 a month.

The commissioners preferred Option B in order to keep taxes flat for Glenview residents during a financially difficult time. There was discussion on next year's tax levy and the potential effects from keeping taxes flat this year.

The commissioners recommended Option B, which has total tax levy of \$19,548,466 and 0% increase to existing taxpayers, to move to the full Board as a committee recommendation to be discussed at the November 19, 2020 Board meeting.

b. Property Tax Extension Limit Law Ordinance

Deputy Executive Director Skibbe presented the Ordinance 2020-16 Property Tax Extension Limitation Law, which is a housekeeping item that the District approves annually. The ordinance directs Cook County to reduce the Corporate Fund levy to comply with the Property Tax Extension Limitation Law (PTELL) instead of proportionately reducing each fund.

The commissioners recommended Ordinance 2020-16 Property Tax Extension Limitation Law to move to the full Board for approval on the consent agenda.

4. Other

None

5. Matters from the Public

None

6. Adjourn

Committee Chair Jen Roberts moved seconded by Commissioner Dan Peterson to adjourn the Open Session at 9:08 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

William M. Casey
Board President

Michael D. McCarty
Board Secretary

Approved this 19th day of November 2020.