



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**MINUTES
ADMINISTRATION & FINANCE COMMITTEE MEETING
December 15, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration & Finance Committee was held on December 15, 2015 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner McGinn, Comm Rep Chhatwani, Katis, Utas

Absent: Commissioner Kaplan, Comm Rep Musial, Winner

Also Present: Executive Director Bostrom, Deputy Director/A&F Director Talsma, Rec/Facilities Director Kies

Audience: President Bickham, Commissioner Kinnane, Evans, Kilbridge, Mr. K. Evans

2. Approval of Agenda:

Comm Rep Utas made a motion, seconded by Comm Rep Chhatwani to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Comm Rep Chhatwani made a motion, seconded by Comm Rep Katis to approve the minutes of the November 10 Special meeting and November 17 Regular meeting as presented. The motion carried by voice vote.

4. Comments From the Audience:

None

5. Old Business:

None

6. New Business:

A. Victoria North Playground Naming/M15-171:

Executive Director Bostrom explained that the board had tentatively approved the name change at the November 25th meeting and staff was now presenting the issue to all committees prior to the final approval after the 60 day waiting period.

He explained that Peter M. Smith was a past commissioner who was an advocate for people with disabilities before the ADA became law. He also noted that he had received only one correspondence on the issue and it was in favor of the name change. He also explained that Victoria North would be the district's most accessible playground and seemed fitting to rename it for Peter Smith.

Mr. K. Evans asked if there was anything controversial that might come up regarding Peter and Executive Director Bostrom said they had researched his history with the district and found nothing.

Comm Rep Chhatwani noted that at first she wondered why they would change the name but after reading all the literature it seemed very fitting.

Comm Rep Katis asked if there would be a plaque with the information on Peter Smith and Executive Director Bostrom noted that it there would be one for the dedication of the new playground.

Comm Rep Utas made a motion, seconded by Comm Rep Katis to recommend the Board approve the renaming of the Victoria North playground to the Peter M. Smith Playground after the 60 day waiting period on January 26, 2016. The motion carried by voice vote.

B. Tax Levy Ordinance in final form O15-018/M15-179:

Deputy Director Talsma reviewed the item noting that there had not been any changes and must be filed by the last Tuesday in December.

Comm Rep Katis asked about levying the taxes on the new homes and Deputy Director Talsma noted that they could see some of that in 2017 from the 2016 levy.

Comm Rep Katis made a motion, seconded by Comm Rep Chhatwani to recommend the board approve the District's 2015 Tax

Levy Ordinance O15-018 in the amount of \$8,475,000 and as outlined in M15-179. The motion carried by voice vote.

C. Budget & Appropriation Ordinance in Final Form O15-018/M15-180:

Deputy Director Talsma reviewed the item noting that there were a few changes on PSSWC due to the change in the revenue from the memberships and expenses that were reduced in the Kids Korner as well as the additional revenue that could be expected from the Bulls D Team practicing at PSSWC. He also explained that the Phase 2 development plan for Triphahn Center had been added for the expansion of the 50+ area and the off-ice project. He also explained that there was a recap sheet included that was not necessary to the Ordinance.

Comm Rep Katis asked about the revenue for the gaming machines and Deputy Director Talsma noted that it was in a rental line item and that they had seen approximately \$3,500 - \$4,000 in revenue.

Comm Rep Katis asked about the marquee sign revenue and Deputy Director Talsma explained that it had been moved to the Administration Fund.

Comm Rep Winner asked if the decrease in Kids Korner was the reduction of a position and Deputy Director Talsma explained that it was the reduction of staff during the hours of 1-4 pm when they did not have much use of the area.

Commissioner McGinn asked about the rental for basketball and Director Kies noted that it would be primarily October, November and December. He noted that there was a value to having the Chicago Bulls name in the facility but he could not give away space for use of the gym.

Comm Rep Katis asked about selling tickets to the Bulls D Team games. Director Kies noted that they would be working out in the gym and using the locker room with members and was hoping to expand their involvement to include their coaching our youth programs and training our coaches.

Comm Rep Winner made a motion, seconded by Comm Rep Katis to recommend the board approve the final Budget and Appropriation Ordinance O15-019 as outlined in M15-180. The motion carried by voice vote.

D. A&F Report/M15-178:

Deputy Director Talsma reviewed the report noting that the district had been awarded the GFOA for the second year in a row.

E. Detail Reports:

Deputy Director Talsma reviewed the report.

Comm Rep Winner made a motion, seconded by Comm Rep Chhatwani to recommend the board approve the detail reports as presented:

- Manual Checks: \$216,389.52
- Monthly Invoices: \$158,74.79

The motion carried by voice vote.

F. Financial Statements:

Deputy Director Talsma reviewed the item noting that the district had a very good 4th quarter, especially PSSWC and Recreation. He also noted that BPC actually saw revenue for November and December.

He also noted that the district saw savings as they had been down in personnel throughout the year.

Comm Rep Katis asked about the Special Recreation Fund and Deputy Director explained there would be a transfer of funds. He also explained that they had abolished the Working Cash Fund and would be using that to pay off the IMRF debt. Deputy Director Talsma explained that the Special Rec fund had approximately \$100,000 available each year after expenses were paid (NWSRA).

Comm Rep Winner asked if the course was still open and it was noted that they had just recently shut down again. He also asked about the cart rental and it was noted that it was an annual rental.

Comm Rep Katis made a motion, seconded by Comm Rep Chhatwani to recommend the board approve the financial statements as presented. The motion carried by voice vote.

7. **Committee Member Comments:**

Comm Rep Katis wished everyone a happy holiday and noted Pete Smith sounded like a great guy to name a park after. He thanked all staff for making this a premier park district.

Comm Rep Winner congratulated staff on the GFOA award and said that Winterfest had been great.

Comm Rep Chhatwani wished everyone a happy holiday and noted that the following Board meeting would be the 1000th meeting.

Commissioner McGinn said he had been to Breakfast with Santa and the Winterfest and they were great. He congratulated staff.

8. Adjournment:

Comm Rep Katis made a motion, seconded by Comm Rep Winner to adjourn the meeting at 7:34 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peg Kusmierski
Recording Secretary

