



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
May 19, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration & Finance Committee was held on May 19, 2015 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Comm Rep Chhatwani, Utas, Winner, Chairman K. Evans

Absent: Com Rep Katis, Musial, Commissioner Greenberg

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

Audience: Commissioners Kilbridge, McGinn, R. Evans, President Bickham, Comm Rep Kinnane, Mr. Chad Bettencourt of 4520 Opal

2. Agenda:

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

3. Minutes:

Comm Rep Utas made a motion, seconded by Comm Rep Winner to approve the minutes of the April 21, 2015 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. **Old Business:**

None

6. **New Business:**

A. Balanced Scorecard/M15-055:

Executive Director Bostrom reviewed the item noting that it was a continuation of the Master Plan and a benchmark from 2014. Comm Rep Winner asked if there were any areas of concern and Executive Director Bostrom noted that there were not.

Comm Rep Utas asked about projections or goals on the scorecard and it was noted that staff did not include goals on this format.

Comm Rep Utas made a motion, seconded by Comm Rep Chhatwani to send the Balanced Scorecard to the board as outlined in M15-055. The motion carried by voice vote.

B. A&F Report/M15-065:

Deputy Director Talsma reviewed the report. Comm Rep asked about the New Balance Rep noting that it would be a benefit to staff.

Comm Rep Winner made a motion, seconded by Comm Rep Utas to send the report M15-065 to the board as presented. The motion carried by voice vote.

C. 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 manual checks in the amount of \$357,601.91 and monthly invoices in the amount of \$581,692.41. The motion carried by voice vote.

D. Financial Statements:

Deputy Director Talsma reviewed the item noting that they had a good first quarter. He explained that all the tax revenues anticipated ytd were already collected. He explained that the district was seeing a savings on the attorney fees due to the credit from last year and there was a \$16,000 savings in the IT budget to date.

Chairman K. Evans asked where the back-up servers were and it was noted that they were remote at BPC rather than using an off-site service.

Comm Rep Utas 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 Comments:

Comm Rep Winner thanked Commissioner K. Evans and Greenberg for their services noting that they will be missed and welcoming the new Commissioners Kinnane and Kaplan.

Comm Rep Utas agreed. He also noted that the pre-reviewed questions and answers were a huge help for the meetings. He explained he was at BPC and it looked great; that hole 10 was much improved although not complete.

Comm Rep Chhatwani thanked President Bickham for his services.

Chairman K. Evans thanked the committee for their service and the opportunity to serve the committee and community.

8. Adjournment:

Comm Rep Winner made a motion, seconded by Comm Rep Utas to adjourn the meeting at 7: 20 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary