



Skokie Park District



FINANCE
COMMITTEE MEETING
MINUTES

Monday March 9, 2015

The Finance Committee Meeting of Thursday, March 9, 2015, was called to order by Chairperson/Vice-President Michael Alter at 6:00 p.m. In attendance were President Reid, Vice President Alter and Commissioners Yanes and Clarito. Commissioner Aberman was absent. Staff in attendance included Director John Ohrlund, Superintendent of Recreation/Revenue Facilities Michelle Tuft, Superintendent of Parks Mike Rea, Marketing Manager Jim Bottorff, Assistant Superintendent of Recreation Jon Marquardt, Oakton Center Manager Crystal VanHying, Senior/Teens Coordinator Lisa Sullivan, Exploritorium Manager Mary Amato, Devonshire Center Manager Robin Horwitz, Cultural Arts Supervisor Caryn Watson and Maintenance Supervisor Alvin Sampeth, Office Manager Dima Kirland and Superintendent of Business William Schmidt.

Budget Presentation By Fund

Director Ohrlund opened the meeting with an introduction on the budget, the format of this year's budget presentation, the overall strong state of the financial picture of the Skokie Park District and reviewed the Vision statement, Mission statement and the Core Values of the District. All of the funds were to be discussed this evening on a financial basis only. A comprehensive detailed analysis of the Oakton Center and the Devonshire Center portion will be explained by Jon Marquardt with help from the Oakton staff and the Devonshire staff. Director Ohrlund introduced Superintendent of Business Bill Schmidt who took the Committee through the budget.

Mr. Schmidt started with the overall summary of all of the funds, operating, auxiliary and capital, showing the addition to fund balances and the use of these fund balances to finance capital projects. Mr. Schmidt pointed out the assumptions highlighted in the budget book on page seven. The biggest item was the transfer of fund balance dollars from Recreation Fund of \$1,000,000 if available into the Major Projects Fund to help fund upcoming major projects, mainly Sports Park East. Other differences were the utility, health and salary increases. Mr. Schmidt described the Corporate Fund (#10), administration area only, explaining the highlights of the center.

After answering all questions, Mr. Schmidt introduced Jim Bottorff, Marketing Manager who made a detailed explanation of the Marketing and Sponsorship activities. Mr. Bottorff highlighted some areas of increased marketing for next year including a new Pool Guide, a summer School Guide and an Exploritorium mega guide. Mr. Bottorff went through the fundraising process and how those dollars get transferred out to various events and festivals.

When all questions were answered, Mr. Bottorff introduced Mike Rea who took the Committee through revenues and expenses at both Park Services and P.O.O.C.H. Park. Mr. Rea began by expressing the fantastic job the men and women of Park Services do

in support of the rest of the District. One new item at the dog park will be an installation of card swipe security gates.

After answering all the questions from the committee, Mr. Rea introduced Jon Marquardt who took the Committee through the Recreation Fund including Devonshire, Oakton, Teens, Camps, and Special Events/Festivals. Mr. Marquardt highlighted the major changes in the next year's budget in these areas.

Mr. Marquardt then went into depth in explaining the Devonshire Cultural Center areas of the Recreation Fund. This included DCC Administration, Preschool Programs, Cultural Arts, Children's Programs and the Devonshire Playhouse. Mr. Marquardt went through every line item of each budget area. Highlights at DCC were the absorption of the Skokie Art Guild and the increase in Playhouse revenues due to the addition of Spamalot as a performance for next year. Mr. Marquardt continued on with an in depth analysis of the Oakton Community Center. This included OCC Administration, Senior Programs, Adult Programs, Still Acting Up and the Exploritorium. Highlights were the loss of a church group rental. Commissioner Yanes how much was lost; \$4,000. Higher revenues and expenses in the Exploritorium is due to increase in birthday parties and the hiring of a birthday coordinator. The Exploritorium is starting to take off.

Mr. Marquardt moved on to Childcare which included TLC and SPACE. Revenues continue to increase as the Park District takes over more programs from SD 68. The Park District recently hired an assistant to help out SPACE Director Nancy Eschker. President Reid asked about SD 68 and Ms. Tuft mentioned after school programs have been turned over to the Park District due to the excellent program run by the Park District and the cost of paying teacher salaries for these programs. TLC continues to be at capacity and offering the top day care facility in the area. Mr. Marquardt continued on with Teens and mentioned junior high dances have been eliminated and that the Park District is continually looking to find ways to get more teens involved. Recently trips have been well attended. Mr. Marquardt continued on with Special Events and Festivals listing all of the events the Park District offers. The Village of Skokie continues to contribute funds to the major special events.

When all questions were answered, Mr. Marquardt introduced Michelle Tuft to take the committee through the Revenue Facilities Fund. Ms. Tuft began with the Revenue Facilities Fund 40 which included Administration, Dammrich Rowing Center (DRC), Skokie Sports Park (SSP) Weber Golf Course, (WPGC) Weber Leisure Center/Fitness First (WLC/FF), Skatium, Aquatics, Athletic Camps and Athletics. Ms. Tuft noted that the Revenue Facilities Fund is NOT tax supported. DRC is showing a positive return for next year. There is a small price increase for boat storage and use of ergs (rowing machines). SSP and WPGC were covered together. Even though WPGC will lose money, when combining the entire golf operation, there is a positive return on revenues. SSP will be fully staffed in FY 2016. Since WLC/FF was built 20 years ago at the time it was one of the few fitness centers in the area. Over time there must be 10-12 new "gyms" in the area. The Park District faces stiff competition. The staff is being very creative in attracting new members and in the retention of current members. A new campaign (Spring Forward) resulted in 29 new members being added over the weekend. The Park District was just granted affiliation with the Silver Sneaker Program which should bring in more participants and revenues. At the Skatium, Hockey and Figure Skating programs are up. In Aquatics, Swim Lessons have been increased by a \$1, and DAC and SWP are budgeted at a "typical" summer.

After all questions were answered Ms. Tuft introduced Mr. Marquardt who presented Athletic Camps and Athletics. Mr. Marquardt pointed out that Camps and Athletics are pretty much the same as FY 2015 except that HS SD 219 will be taking their own registrations for their Summer Sizzlers camp programs. This has been an in and out wash of \$40,000 over the last few years.

Mr. Marquardt highlighted the major changes in the Museum Fund which included Administration, Emily Oaks Nature Center, Skokie Heritage Museum and Museum Capital. Mr. Marquardt mentioned all of the Museum Director's salary will come out of the Museum Fund in FY 2016. Previously 20% was paid from the Recreation Fund. With no further questions from the Committee, Mr. Marquardt turned the meeting over to Mr. Schmidt.

Mr. Schmidt covered the auxiliary funds; Special Recreation, IMRF, Liability, Social Security, Audit and Debt Service. The major highlights were the employer rate in IMRF which went down and the fact that we pay a higher portion to MNASR because the payout is based on Equalized Assessed Valuation (EAV) and Skokie is the largest agency.

Mr. Schmidt then introduced John Ohrlund who gave an analysis of the Capital Funds and explained the difficulty in selecting projects where there is more need than funding. Mr. Ohrlund handed out a five year timeline on capital projects to the Committee

When finished, Mr. Ohrlund introduced Mike Rea who gave a summary of the Capital Projects for FY 2016, detailing each line item in the Capital Projects Fund. A comment was made that the comprehensive plan study was utilized in making these capital project decisions.

Mr. Ohrlund thanked the staff for their time and effort and described to the Committee procedural steps for approval.

It was the consensus of the Finance Committee to prepare a tentative budget and appropriation ordinance for approval at the March 17, 2015 meeting of the Board of Park Commissioners so it can be put on review for the thirty day period in order to meet the legal requirements.

With no more business to discuss, the meeting was adjourned by Chairperson/Vice-President Alter at 8:15 pm.

Michael Reid
President

Secretary