

Addison Park District
FINANCE COMMITTEE MEETING
MARCH 9, 2011
Minutes

1. CALL TO ORDER

The Finance Committee Meeting of the Addison Park District was called to order at 5:30 p.m. by Chairman, Commissioner Tom Reed, on March 9, 2010, in the Executive Director's office of the Addison Park District Community Recreation Center, 120 East Oak Street, Addison, DuPage County, Illinois. Those in attendance were Commissioners: Tina Towns, Tom Reed, Joe Welkomer, and President Donald Jessen.

Also in attendance were Mark McKinnon, Executive Director and Janis Jordan, Superintendent of Finance.

2. REVIEW LONG TERM CAPITAL PROGRAM

Executive Director, Mark McKinnon, reviewed the Long Term Capital program for the current year and the FY2012 budget year that is proposed. It is a working and fluid document that will change as final numbers are determined for each item. Discussion ensued regarding the outdoor pool and the Links & Tees parking lot projects. Other capital items might be missing from the list; staff are encouraging the board to let the director know of any items that are not included. Most items are the result of the Master Plan and/or the ADA recommendations.

3. FINANCIAL POWERS OF A PARK DISTRICT

Superintendent of Finance, Janis Jordan, reviewed the process for funding, budgeting, appropriation ordinances and the process that is followed and requirements thereof.

4. 2010 LEVY TRANSFER

Superintendent of Finance, Janis Jordan, reviewed the levy and the way the levy is divided by fund. Each fund has different amounts and some of those changed from the previous year, including the Rec fund, IMRF fund, and FICA fund.

5. PAYROLL AND BENEFITS BUDGET

Staff reviewed the payroll and the proposed pool for increasing staff salaries for 2012; currently there is 2% allowance for a pool for the 2012 budget.

6. FUND BALANCE HISTORY

Staff reviewed the fund balance history of each fund and as a point of information for the board to understand how each fund has performed over the past several years.


7. FUND SUMMARIZED BUDGET

The Fund Summarized Budget was distributed to the board for review, it was indicated that board members should review the document and if they have any questions, they can contact Janis Jordan or Mark McKinnon directly. The final balanced budget will be presented to the board at the March 14th Committee of the Whole meeting and will include summaries of each fund prior to review.

8. ADJOURNMENT


Chairman Reed adjourned the meeting at 7:00 p.m.

Respectfully Submitted By,
Mark McKinnon
Acting Recording Secretary



Donald Jessen
Board President

Approved this 28nd day of March, 2011



Michael Capizzano
Board Secretary