

Finance Committee Meeting Minutes

April 5, 2017

Meeting was called to order at 6:20 pm. Present were:

Chair John Vires, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Director of Special Facilities Andy Bendy, Director of Parks & Planning Rob Sperl

Guest: Kevin Fahey

Previous Minutes

March 1, 2017 – previously approved at the March 15th Regular Board Meeting.

Discussion Items

B. Previous Discussion Items

None

C. New Discussion Items

1. SOI – Fireworks for July 3

Director of Special Facilities Bendy stated that he would like to be able to automatically renew this contract the second year without board approval if we are satisfied with their services the first year. The board members that were present were agreeable with this and asked that his statement of the issue indicate this when it's presented to the full board next week.

2. Full Time Position approval to fill the vacant Aquatics Manager / Safety Coordinator (retiring in December 2017) beginning in May 2017

Executive Director Benard stated that we want to make sure to utilize Wendy Russell's knowledge with the new hire so we would like to hire the new person now and have them shadow Wendy until she retires. The new position salary range is \$45,000-\$50,000. The board members that were present were agreeable with this and told staff that there was no need to take formal action for hiring this person as it is a replacement position. The board gave Bendy permission to post the position now.

3. Vehicles & Equipment Purchases – Arrowhead Golf Club

Bendy stated that this is in the capital budget. Commissioner Kelly asked Bendy to make sure his Statement of the Issue includes the budgeted amount for these items. They also indicated they would like budgeted amounts included anytime staff is presenting an item for board approval. The board members present were agreeable with these purchases.

4. Vehicles & Equipment Purchases – Parks Services Department

Sperl stated that this is being purchased under the state purchasing contract, and we will be under budget on the all of them except for the Kabota which will be a little over budget. Commissioner Kelly asked staff to do a comparison with GMC trucks just to see if we are getting the best deal. Sperl stated they would.

5. Annual Chlorine Purchase for Rice and Northside Pools

Sperl stated that they received a FedEx package after the bid opening but it turned out to be a letter of no bid. We are looking at a \$4,000 savings with this company; however Sperl has heard from another district that used them that the product was diluted. Staff will keep an eye on this during their normal testing throughout the season.

6. Review of Independent Contractor Relationship as it Relates to Park District Policy Concerning Expenditures Requiring Board Approval

Benard stated that the Independent Contractor payments are based upon the number of participants that register, so it is hard to determine sometimes how much we are going to pay them. Benard asked the board if they were agreeable to staff amending the purchasing policy to include section F. 4. a qualifying phrase that would indicate that contracts not adapted to award by competitive bidding would be exempt from the requirement to go to the board for approval when the budgeted purchases exceed \$9,999.99 prior to purchase. The board was agreeable to amending the policy at the April regular meeting.

A. Follow Up – Updates or Pending

No discussion

B. General Administrative Items

AGC Residence

Benard stated that we have an employee that is interested in renting the house. Commissioner Kelly stated that they would like a report from staff showing how much it will cost to repair the house before they can give an answer on if we want to rent the house out or not. Sperl will work with Arrowhead Building Engineer Neil Dalcero on the report and bring it back to the board at the next Finance meeting.

Gas Co-Op

Benard stated that he met with a new energy consultant and he thinks we could possibly do better if we compare Vanguard with Scioto. Benard explained that whether we go with Vanguard or Scioto he would like to lock into the spring prices and not wait until our contract is expired in July. Commissioner Vires and Commissioner Kelly agreed to meet with Benard and the Scioto consultant next week before the April board meeting.

The meeting was adjourned without objection at 6:56 p.m.