



Finance Committee Meeting Minutes

December 5, 2022

6:00 –7:28 pm

- Present:** Commissioners Jaszka, Jeffery, Sokolowski, Powers, Bird and Gramann. Commissioner DelPreto arrived at 6:31.
Staff: Executive Director Reuter, Deputy Director Rini, Director Bachewicz and Hamilton, Superintendent Scumaci and Executive Assistant Greninger
- Topic:** **Presentation of the Proposed 2023 Budget**

Deputy Director Rini presented a balanced budget for fiscal year 2023. She explained that she would be providing an overview of the proposed budget and highlight key areas. She also pointed out that there were several items she would be touching on in the presentation that will require the Board's formal approval during the January 9, 2023 meeting. Those items include the 2023 Proposed Budget, the Budget and Appropriation Ordinance, the 2023 Organizational Chart and 2023 Full-Time and Part-Time Wage Scales.

Deputy Director Rini explained that before each Board Member, she had placed copies of questions and responses submitted by Commissioners Sokolowski, Powers, and Jaszka.

The proposed budget builds off another year of financial recovery during 2022. Board was encouraged to ask questions and make comments as Rini presented the budget.

The Operational Repair and Replacement funds have played a big part in the District's ability to improve programming and customer experience. Commissioner Jeffery commented that improving those features really does improve the customer experience, especially with costs rising. It's important to show participants that they are getting improvements for the increased program cost.

Commissioner Powers asked how the Recreation department submits capital expenditure requests. Rini described the annual budget request process that starts in September, going through several layers of approvals before being added to the budget.

Commissioner Sokolowski asked about the budget for geothermal expenses. Director Hamilton said we have replaced one module but our consultant does not see an urgency in replacing any more at this time. Commissioner Jaszka asked if there is enough money budgeted to continue to address this concern. Rini said if a major repair is required, we would shift capital funding to accommodate it.

Commissioner Gramann strongly agrees with steps we are taking to improve staff retention and being recognized as the employer of choice. Commissioner Sokolowski asked if we are still having trouble filling positions. Director Bachewicz replied that we are definitely seeing an increase in applications. There was a strong response to the Recreation positions.

Commissioner Bird asked what the first step will be to begin the Community Needs Assessment. Executive Director Reuter said we have used several different methods in the past, but may consider doing it in house next year; there will definitely be an electronic survey component. Commissioner Jaszka agreed that resident's input should be considered in everything we do.

Organizational and department goals were reviewed. Commissioner Gramann agreed with all the goals but asked if they are used to prepare the budget. Deputy Director Rini said they are and that staff utilize the strategic plan for guidance in setting goals; they include emerging trends, and agency needs. Gramann suggested the Board should begin discussing organizational goals (which relate to the Executive Director's goals) earlier in the year so that funding can be included in the budget if necessary; she suggested August. Commissioner Bird said we should start discussing them in July but wants to make sure the goals are valid 12-18 months down the road.

Commissioner Jaszka asked what we are planning to do to promote the Coral Cove improvements next year. With many of the improvements being behind the scenes, the community should know we extended the life of the facility. Deputy Director Rini said we are planning a special blog page on the website to share the improvements and build enthusiasm on the pool improvements.

Commissioner Gramann asked if we budgeted for the 10-year anniversary of Fountain View Recreation Center; we have.

Deputy Director Rini concluded with budgeted ending fund balances. By 2023, most funds will be at their target, or be within a year or two from that goal. We consider this good progress following the Pandemic. Once targets are met in all funds, staff will present options for shifting surplus funds to the capital improvement fund to support those projects and in turn reduce the need to issue debt in order to make improvements.

There being no further business to discuss, the committee meeting was adjourned at 7:28 pm.

Respectfully submitted by:

Sue Rini
Deputy Director