

**Business Office Update
April 11, 2016 Meeting**

Summer Projects Update

- The pre-construction meeting for the “Electrical/LED Lighting” project was held on April 5, 2016. Work will begin on June 8, 2016. There is a possibility that work on the exterior wall-pack lights may start earlier than June 8, 2016.
- The pre-construction meeting for the paving and drainage work has not yet been scheduled.
- The process of compiling the summer projects list has started. The items that weren’t completed last summer started the list and then additional items have been added. A list of the items completed in 2015 and the projects that have been suggested for 2016 is attached.

Funding for the DCEO Energy Rebates

- The pre-construction paperwork for the DCEO energy rebates has been completed and Millburn will be eligible for almost \$60,000 in energy rebates. However, the DCEO funds are currently a part of the funds that have been frozen since there is no budget appropriation authorizing spending of the funds. If funds aren’t spent by May 31, 2016, the charges for this program that comes from the electric bills of every electric customer in Illinois will be reduced next year to almost \$0. By submitting our project request in this budget year, there is a chance that we will be able to re-submit when the funds are unfrozen and receive our rebates.
- Unfortunately, projects that districts may want to do next year may have no electric rebates available if money isn’t released and spent by May 31, 2016. SB2803 is making its way through the legislative process with a goal of releasing the funds.
 - SB2803 would give utilities the ability, under the direction of the Department, to pay program participants and grant administrators directly for their energy efficiency projects and services. Allowing utilities, with the Department's instruction, to pay participants and vendors directly would prevent continued harm to the program from a lack of appropriation.
 - There is some hope by the way of a bill that is currently in the legislature. On Wednesday, April 6th, the Illinois Senate Government and Veterans Affairs Committee held a hearing on SB2803, a bill to fund the state's Public and Low-Income Energy Efficiency Program. The bill passed committee onto second reading with an agreement some changes will be made before bringing the legislation to the floor.
 - The major concern is that if the bill passes the house and senate, the Governor has stated that he will not sign any bills that authorize funding if they aren’t comprehensive and include his reform package.

Millburn Middle School Roof

- The roof at the middle school will be repaired the last week in April after the PARCC testing is completed.

Cottonwood Subdivision Private Agreement

- At the next meeting, I will be recommending that the board approve three private agreements with developers of the Cottonwood subdivision. The district entered into a private agreement with the developer in October, 2003 to charge impact fees. Since that time, the property has been subdivided and there are now three developers. The agreement will also have an updated impact fee schedule based on the formula in the original agreement.
- The board will also need to authorize a letter to the Lake County Regional Superintendent of Schools that the district will be entering into an agreement with the developers.
- And finally, the board will need to approve an indemnification agreement that will allow Lake County to collect the impact fees on the behalf of Millburn School District 24.

Property Tax Levy

- I received the preliminary property tax levy last week. I made some changes in the preliminary report and we have now received our final levy numbers after the assessed value was certified.
- The total levy is \$277 more than I anticipated when the board approved the levy in November, 2015.
- A chart showing the estimated levies and actual levies is attached.

Health, Dental, & Vision Insurance

- Rates
 - There was no increase in rates for the PPO Health Insurance, dental and vision insurance for the district.
 - The HMO plan will increase by 3.8% effective June 1, 2016.
- Open enrollment will run from April 20, 2016 through May, 11, 2016.
 - Amy Abell and Catherine Loney from GCG, our broker, will be available in both buildings on the morning of April 27, 2016.
- Insurance Committee
 - The insurance committee met on March 31, 2016 with Catherine Loney. The majority of the meeting was a review of our current benefits and discussion about a high deductible plan that the district could consider offering in June, 2017.

Activities

- On March 30 & April 6, 2016, I attended training on the Forecast 5 budget projection software in Naperville, IL.
- I attended the Illinois Association of School Business Officials Planning & Construction Professional Development Committee meeting in Naperville, IL

2015 SUMMER PROJECTS COMPLETED	
Install classroom projectors in classrooms for new teachers	Both
Roofing Project	MES
Replace bulbs with more energy efficient bulbs - classrooms/hallways - use light meter	MMS
Conduct Garage Sale - excess/outdated equipment (e.g. old overhead projectors, TV's, carts)	Both
Paint Hallways	MES
Strip wax build-up in classrooms - 1997 & 1988 additions	MES
Install dethawer in the front parking lot storm sewer drains - Froze up the last 2 years.	MES
Paint East Gym storage doors under the stage	MES
Repair/Re-build retaining wall by park next to parking lot	MMS
Repair/Replace Millburn Middle School Sign / rotten wood	MMS
Install AED Cabinet near Nurse's Office	MMS
Paint railings as needed	MES
Thorough inspection and repair of playground equipment	Both
Repair light & sound equipment	MMS
Add various signs both inside and outside the building	Both
Move approximately 144 new elementary desks from MMS to MES (purchased when school was built)	Both
Painting of Media Center and Main Office	MMS
Switch out lighting in MMS halls and classrooms from 32 watt to 28 watt where appropriate	MMS
Clean & fireproof stage drapes	MES
Replace roof on 1961 original building	MES
Add window to Band Room door from hallway (or replace door if needed to maintain fire rating)	MMS

2016 SUMMER PROJECTS	SCHOOL
Remove dead trees (primarily Ash)	MES
Trim Trees	Both
Explore removing lockers and moving Kindergarten cubbies into the hall	MES
Add/Replace hand dryers	Both
Remove invasive trees from detention ponds	Both
Explore problem with retention pond not working properly	MMS
Strip wax build-up in classrooms - 1999 addition	MES
Create gravel storage area for winter equipment	MES
Repair/patch parking lot and playground area	MES
Repair curb in front parking lot	MES

2016 SUMMER PROJECTS	SCHOOL
Sealcoat, crack fill, & stripe parking lots and hard surfact playgrounds	Both
Replace light covers or replace fixtures in west stairwell	MES
Install handrail by sidewalk - Northwest Corner Entrance	MES
Purchase and install Walk Pads near Chiller	MES
Replace Guardrail by playground	MMS
Explore solution to water problem at courtyard doors into the media center	MES
Repair Life Safety items identified by Fanning-Howey	Both
Add "Area of Refuge" signs	Both
Replace wood on garage	MES
Repair siding on garage	MMS
Painting of Media Center	Both
Add intercom access from an additional location	MMS
Additional security cameras if the budget allows	Both
Explore adding ceiling fans in West Gym	Both
Upgrade HVAC Control System	Both
Projector and whiteboard installation	Both
2 Way Mirror or closed circuit TV	MES
Hang Mimeo display (move from MMS to MES)	Both
Explore science room renovation	MES
1961 Wing - Handicapped Restroom	MES
Install door in 1961 wing hallway (if rent 1961 wing)	MES
Paint White Lab	MES
Playground equipment for Early Childhood	MES
Replace ceiling tile as needed	Both
Repair edge of conference room table	MES
Troubleshoot & repair bad connection between scoreboard and control box (possibly cable)	MMS

ANTICIPATED VS ACTUAL 2015 PAY 2016 FOR FY2017 BUDGET

CURRENT 2014pay2015 LEVY	CURRENT RATE	FUND	EST LEVY 2015 pay 2016	ACTUAL LEVY 2015 pay 2016	DIFFER
\$ 7,146,825.07	3.500000	EDUCATION	7,307,965	7,400,002	\$ 92,037
\$ 1,123,072.51	0.550000	OPERATION & MAINTENANCE	1,155,000	1,186,345	\$ 31,345
\$ 542,290.88	0.265575	TRANSPORTATION	350,000	301,383	\$ (48,617)
\$ 102,097.50	0.050000	WORKING CASH	108,000	86,280	\$ (21,720)
\$ 816,780.01	0.400000	SPECIAL EDUCATION	850,000	841,227	\$ (8,773)
\$ 174,564.27	0.085489	TORT	175,000	127,756	\$ (47,244)
\$ -	-	LIFE SAFETY BOND	65,000	69,326	\$ 4,326
\$ 274,203.26	0.134285	SOCIAL SECURITY	275,000	274,117	\$ (883)
\$ 310,288.60	0.151957	IMRF	320,000	319,804	\$ (196)
\$ 10,490,122.10	5.137306	SUB-TOTAL	10,605,965.00	10,606,240.30	\$ 275.3000
\$ 2,647,210.55	1.296413	BOND & INTEREST	\$2,995,660	\$2,995,660	\$ 0
\$ 15,090.01	0.007390	SEDOL IMRF	\$16,491	\$16,492	\$ 1
\$ 2,662,300.56	1.303803	SUB-TOTAL	\$3,012,151	\$3,012,152	\$1
13,152,422.66	6.441109	Grand Total Levy	13,618,116	13,618,393	\$ 277