

Manteno CUSD No. 5
Finance Committee Meeting
Tuesday, September 26, 2017 @ 5:00 p.m.
Manteno High School – 443 N. Maple Street
Agenda

I. Old Business

A. State Revenue Update – FRIS

At the current moment the state still owes the district \$866,712.11 from Project Year `17.

The state owes the District \$1,601,472.16 for Project Year `18.

II. New Business

A. Contracts/Agreements/Requests for Proposals

- i. Snow Plow Bid – Two bids were received for Snow Plow service. The lowest bidder was Heritage FS, Inc. The quote for the 2017-2018 school year is \$60 per hour for Plow Truck & Driver/ \$125 per hour for Front End Loader & Operator/ \$50 Truck & Operator. These rates remain unchanged from last year.
- ii. Salt Contract – Two bids were received for the Salt application service. The lowest bidder was Heritage FS, Inc. The quote for the 2017-2018 school year is \$90 per ton/\$5.00 per 50 lb bag/ \$12.50 per unit of Calcium Chloride. These rates remain unchanged from last year.
- iii. Bisailon's Rid-All Pest Control – This is an annual renewal. This contract complies with all of the requirements of the integrated pest management plan and the State of Illinois. This year's cost is \$2,964, which is the same as last year.
- iv. Crystal Financial Consultants – The administration is recommending Crystal Financial Consultants to provide financial advisor services including: historical analysis of the District's finances, summary of the District' current financial position, financial projections based on the most recently available information, current threats facing the district, and an update of major events in Springfield and their potential impact on the District. Crystal Financial will also provide budget and tax levy consultation to the District.
- v. Maintenance Plow Truck - The 2000 Chevrolet snow plow truck has rusted, is not as dependable, and needs to be replaced. Pricing for a new vehicle was sought from local dealerships (Dralle Chevrolet & Manteno Ford). Manteno Ford has offered the best price for a new truck, a 2017 F250 at \$21,184. This price includes our 2000 truck as a trade-in.
- vi. Wireless Alarm Monitoring - The district currently utilizes a telephone based alarm monitoring solution which needs to be improved to meet current code requirements. We have the ability to switch to a wireless alarm monitoring solution which is the technology utilized by Manteno Fire and will allow the fire department to shave 2-3 minutes off of a call to the schools. The system is through Protection Associates (also utilized by Manteno Fire). We anticipate the wireless service will cost \$3,204 annually. If we were up to code our annual cost would be \$4,880.

- vii. Security Measures - District wide security measures were discussed regarding windows at all school buildings. Pricing has been sought out through National Security & Window Filming, a 3M national dealer.
 - B. Budget 2017-2018 - The committee reviewed the budget for 2017-2018. The committee reviewed the budget for 2017-2018. The district anticipates Salaries and Benefits accounting for approximately 54% of the budget (\$14,800,000). The district anticipates an increase in spending over last year in the following Expenditure Funds, IOA (\$397,500 increase), O&M (\$223,723 increase), as well as Bond and Interest (\$525,644 Increase). The district anticipates an increase in revenue of approximately \$1M. The budget shows Expenditures outpacing Revenues by approximately \$300,000 at fiscal year end.
- III. Review Finance Packet for September 26, 2017 Board Meeting
 - Summary of Cash/Investment/Fund Balances Report
 - Revenue/Expenditure Summary Report
 - Revenue/Expenditure Budget Report
 - Cost Analysis – Education; Cost Analysis – O&M
 - Food Service Report
 - O&M Gas & Electric Expenditure Report
 - Payroll Extras Report
 - Impress Check Report
 - Accounts Payable Report
 - ISDLAF Report
 - Activity Account Reports
- IV. Additional Items
- V. Future Items
 - Final Audit Review
 - Tentative Levy Presentation
 - Financial Projections – Crystal Financial
 - Security Measures

Committee Members

Patrick Mallaney, Chairman
 David Conrad, MS Principal
 Kevin Crosby, MEA Representative
 Joe Emerson
 Andy Furbee, Sp Education Director
 Matthew Glenn, ES Principal
 Joe Grant

Lisa Harrod, Superintendent
 Jake Emerson, Business Manager
 Jennifer O'Reilly, MEA President
 Roger Schnitzler, HS Principal
 Mary Schubert, Board Member
 Mark Stauffenberg, Ex Officio