

**Business Office Update
Special Board Meeting
&
Board Meeting
October 26, 2020**

FY2020 Property Tax Levy Calendar

• Develop 2020 Truth in Taxation Notice if needed		Business Office
• First reading of the 2020pay2021 Tax Levy for FY 2022	November 9, 2020	Board of Education
(Estimated property tax levy must be presented to the Board at least 20 days prior to the adoption of the property tax levy, 35 ILCS 200/18-60)		
• Approval for publication of the "Truth in Taxation Statement" if needed	November 30, 2020	Board of Education
• Publish Truth in Taxation Notice of Public Hearing if needed	December 3, 2020	Business Office
(Published no more than 14 days nor less than 7 days prior to the date of the hearing, 35 ILCS 200/18-80) (Between December 1, 2020 and December 7, 2020)		
Board of Education Meeting	December 14, 2020	Board of Education
• Hold 2020 Truth in Taxation Hearing if needed		
• Adoption of 2020 Tax Levy		
• Certificate of Tax Levy (ISBE 50-02) must be filed with county clerk on or before the last Tuesday in December (105 ILCS 5/17-11 and 35 ILCS 200/18-15. NOTE: Last Tuesday is December 29, 2020 - County Clerk's Office Closed 12/24 & 12/25)	After 12/14/20, but no later than 12/29/20	Business Office

Unemployment Fraud

- We have had two cases of unemployment fraud in the district. I am working with the staff members regarding steps they need to take for identity protection.

ISDN Prime Connection

- The contract for our ISDN prime connection is the pipe that moves phone and internet traffic between Millburn Elementary and Millburn Middle School.
- I have a proposal from AT&T (our current provider). I am also getting a proposal from the company that we moved our POTS (Plain Old Telephone Service) to last year.

Food Service Update

- With the shift back to Phase 3 of Millburn's reopening plan, we contacted families that were taking advantage of the school meals while their children were in-person to offer them the option of pick up or delivery of their child(ren)'s meals.

Amendment to Arbor Management Contract

- Attached to the agenda is an amendment to the contract with Arbor Management to add summer breakfast and lunch meal pricing. The USDA is using the "Summer Food Service Program" to offer free meals to any child 18 years old or under through June 30, 2021.
- The cost in the contract and the reimbursement we will receive is listed below:

	Cost	Reimbursement Rate
Breakfast	\$ 2.2975	\$ 2.3300
Lunch	\$ 3.8075	\$4.0875

Property Tax Collection

- The district hasn't received any additional property tax revenue since the September 28, 2020 meeting.

	2019pay2020	% of levy
Levy	\$ 15,554,041.60	
Date	Amt Rec'd	% of Levy
5/21/2020	\$ 1,079,172.82	6.94%
6/4/2020	\$ 3,598,179.56	23.13%
6/23/20	\$ 2,258,983.21	14.52%
7/2/2020	\$ 447,471.88	2.88%
7/24/2020	\$ 225,773.40	1.45%
8/20/20	\$ 475,190.73	3.06%
9/03/20	\$ 1,187,779.38	7.64%
9/17/20	\$ 3,763,209.02	24.19%
10/15/20	\$ 1,622,367.49	10.43%
Rec'd to Date	\$ 14,658,127.49	94.24%

	2018pay2019	% of levy
Levy	\$ 14,772,349.73	
Date	Amt Rec'd	% of Levy
6/6/2019	\$ 1,614,366.61	10.93%
6/14/2019	\$ 3,391,628.01	22.96%
6/27/2019	\$ 2,304,192.51	15.60%
7/18/2019	\$ 251,323.31	1.70%
8/15/2019	\$ 200,635.36	1.36%
9/5/2019	\$ 1,192,933.50	8.08%
9/12/2019	\$ 3,502,424.82	23.71%
9/26/2019	\$ 1,836,054.99	12.43%
10/16/2020	\$ 119,488.82	0.81%
	\$ 14,413,047.93	97.57%

Industrial Mower Repair or Replacement Needed

- One of our industrial mowers (Grasshopper) that is about 13 years old needs the short block replaced. The cost of the repair is \$6000. Due to the age of the mower, we are looking at replacement options. To replace the existing unit is in the \$15,000 range. We are looking at other commercial mower options.

Copier Replacement

- The majority of Millburn's copiers were purchased as refurbished units. We have six copiers that were installed on September 10, 2014. One of those copiers now has over 2.5 million copies.
- The other machines that were purchased in 2014 range from \$262,000 to 2.15 million copies
- The list price of a new machine is \$32,545. We can purchase the machine through the US Communities Consortium bid for \$13,200. We have an opportunity to purchase a demonstrator model with a low meter reading that has Post script at \$11,285.
- Dr. Lind and I believe that it makes sense to begin replacement of the oldest copiers with the most copies. Just like with any machine, as the machine ages, reliability and parts availability become a problem.