

NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, JANUARY 23, 2012



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, JANUARY 23, 2012
NORTHFIELD COMMUNITY CENTER
BOARD ROOM 6:30 PM**

AGENDA

1. Roll Call
2. Approval / Additions to Agenda
3. Audience Comments
4. Correspondence
 - a. Office of The Attorney General
5. Director's Report
 - a. Willow Park Loan Update
 - b. FOIA Request Follow-Up
 - c. Northfield Parks Foundation Update
 - d. Informational Items
6. Willow Road Update
 - a. IDOT Community Meetings
7. Consent Agenda
 - a. Approval of Board Meeting Minutes 11/28/11
 - b. Approval of Cash Expenditures for Month of November 2011 (copy for review will be available at the meeting).
 - c. Approval of Cash Expenditures for Month of December 2011 (copy for review will be available at the meeting).
8. Agency Reports
 - a. Finance (November & December 2011)
 - b. Recreation / Park Grounds and Facilities
9. Adjournment

CORRESPONDENCE



OFFICE OF THE ATTORNEY GENERAL
STATE OF ILLINOIS

Lisa Madigan
ATTORNEY GENERAL

January 9, 2012

Dear Elected Official:

I am writing to inform you of a new State law that will require you to participate in an electronic training on the Open Meetings Act (OMA), 5 ILCS 120/1 *et seq.* (West 2010). As a result of this law, all elected or appointed members of public bodies must successfully complete an electronic training curriculum. My office provides this training curriculum online. The goal of this short, easily accessible training program is to provide you with an overview of the general principles of the Open Meetings Act and to offer some hypothetical situations relating to specific provisions in the law, so that you can become familiar with how the law works in practice.

Under the new law, with one exception, elected or appointed members of public bodies will only be required to take this training once as long as they remain in their positions. The exception applies to elected or appointed members of public bodies who are also designated by the public body as the Open Meetings Act Designee. If you are the OMA Designee for a public body, you must successfully complete the electronic training annually. This letter focuses on the new training requirement for elected or appointed members of public bodies who are not also the OMA Designee.

The new law requiring training for all elected or appointed members of public bodies, Public Act 97-0504, will take effect on January 1, 2012. Under this new law, all elected and appointed members of a public body subject to OMA must:

- Complete the electronic training curriculum developed and administered by the Public Access Counselor in the Attorney General's Office; and
- File a copy of the certificate of completion with the public body.

The deadline for completing the training is determined by when an elected or appointed member of a public body began serving in that role. If you are already serving as an elected or appointed member of a public body subject to OMA *on* January 1, 2012, you must complete the electronic training before January 1, 2013. Thus, elected or appointed members of a public body who began serving prior to January 1, 2012, have a twelve-month period starting on January 1, 2012, in which to complete the online training program. **Please note that completing the electronic training before January 1, 2012, will not satisfy the requirement of the new law.** My office will update the electronic training effective January 1, 2012.

If a person becomes an elected or appointed member of a public body subject to OMA *after* January 1, 2012, he or she must complete the electronic training no later than the 90th day after:

- Taking the oath of office, if an oath is required to assume his or her duties as a member of the public body; or
- Otherwise assuming the responsibilities as a member of the public body, if not required to take an oath of office.

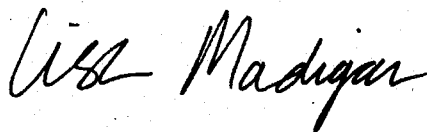
If you are a member of a committee or subcommittee of a public body, or if you serve as an elected or appointed member of more than one public body, you only need to successfully complete the required training once to satisfy the training requirement. In addition, as mentioned above, you are not required to complete a training program every year unless you are also the Open Meetings Act Designee for the public body. All OMA Designees must complete the electronic training annually.

You may access the training, which should take approximately 50 minutes to complete, at: http://foia.ilattorneygeneral.net/electronic_foia_training.aspx.

Thank you for your cooperation with this new requirement. I hope you will find the training program informative and that your participation will help to ensure an open, honest and accountable government. For more information regarding recent changes to the Illinois Freedom of Information and Open Meetings Acts, please review the enclosed summary.

If you have any questions about these new laws or the OMA electronic training program, please contact the Public Access Counselor in my office at 877-299-3642 or PublicAccess@atg.state.il.us.

Very truly yours,

A handwritten signature in black ink that reads "Lisa Madigan". The signature is written in a cursive, flowing style.

Lisa Madigan
Attorney General

Freedom of Information Act and Open Meetings Act Amendments
97th General Assembly (2011)
Public Acts are available at www.ilga.gov

New Exemptions – Freedom of Information Act (FOIA), 5 ILCS 140/7 and 7.5

P.A. 97-0080

Effective July 5, 2011

Under this new law, the names and information of people who have applied for or received Firearm Owner's Identification Cards under the Firearm Owner's Identification Card Act, 430 ILCS 65/01 *et seq.*, are exempt from inspection and copying under section 7.5(v) of FOIA.

P.A. 97-0342

Effective August 12, 2011

This law provides that personally identifiable information exempt from disclosure under subsection (g) of Section 19.1 of the Toll Highway Act, 605 ILCS 10/1 *et seq.*, is exempt from inspection and copying under section 7.5(v) of FOIA.

"Personally identifiable information" means any information that identifies or describes an electronic toll collection system user, including but not limited to travel pattern data, address, telephone number, e-mail address, license plate number, photograph, bank account information, or credit card number. 605 ILCS 10/19.1(a). Personally identifiable information generated through the Illinois State Toll Highway Authority's toll collection process that reveals the date, time, location, or direction of travel by an electronic toll collection system user shall be exempt from release under FOIA. 605 ILCS 10/19.1(g).

This exemption is not applicable to any information that concerns (i) the public duties of public employees and officials; (ii) whether an electronic toll collection system user has paid tolls; (iii) whether the Authority is enforcing toll violation penalties against electronic toll collection users who do not pay tolls; (iv) accidents or other incidents that occur on highways under the jurisdiction of the Authority; or (v) the obligation, receipt, and use of the funds of the Authority. 605 ILCS 10/19.1(g).

P.A. 97-0385

Effective August 15, 2011

This law exempts from disclosure names, addresses, or other personal information of minor participants and registrants in programs of park districts, forest preserve districts, conservation districts, recreation agencies, and special recreation associations; exemption also applies to participants and registrants where such programs are targeted primarily to minors. 5 ILCS 140/7(1)(dd).

P.A. 97-0452

Effective August 19, 2011

This law clarifies that correspondence and records that may not be disclosed under section 11-9 of the Public Aid Code or that pertain to appeals under section 11-8 of the Public Aid Code (305 ILCS 5/1-1 *et seq.*) are also exempt from inspection and copying under section 7(1)(dd) of FOIA.

Pre-Authorization Process – Freedom of Information Act (FOIA), 5 ILCS 140/9.5(b)

P.A. 97-0579

Effective August 26, 2011

This law eliminates the requirement that public bodies provide notice to the Public Access Counselor prior to asserting particular exemptions in response to a FOIA request. Specifically, public bodies are no longer required to notify or obtain the prior approval of the Public Access Counselor before asserting that requested records are exempt from disclosure under sections 7(1)(c) (personal privacy) or 7(1)(f) (deliberative process) of FOIA. Public bodies may assert, in appropriate circumstances, that information is exempt from disclosure under these sections without seeking the Public Access Counselor's pre-authorization. A FOIA requester may still ask the Public Access Counselor to review a public body's use of these exemptions in responding to a FOIA request.

Request for Review Process – Freedom of Information Act (FOIA), 5 ILCS 140/9.5(c)

P.A. 97-0579

Effective August 26, 2011

This law extends the time in which the Public Access Counselor may issue a binding opinion on a FOIA Request for Review. Specifically, in response to a Request for Review under FOIA, if a binding opinion is to be issued, it must be issued within 60 days of receipt of the request unless the Public Access Counselor extends the time by sending a written notice to the requester and the public body, including a statement of the reasons for the extension, within 30 business days, rather than 21 days, of receipt of the request.

Recurrent Requestors – Freedom of Information Act (FOIA), 5 ILCS 140/2 and 3.2

P.A. 97-0579

Effective August 26, 2011

This new law provides public bodies with an additional, reasonable period of time in which to respond to a FOIA request if the requester has submitted a large number of requests to that same public body within a specified period of time prior to submitting the new request.

The public body may consider a person to be a "recurrent requester" and may take additional time to respond to a new FOIA request if the person has submitted to the same public body:

- A minimum of 50 requests for records in the 12 months immediately preceding a FOIA request;
- A minimum of 15 requests for records within the 30-day period immediately preceding a FOIA request; or
- A minimum of 7 requests for records within the 7-day period immediately preceding a FOIA request.

The law makes it clear that when counting the number of FOIA requests, a "request" is the written document that is submitted to the public body and identifies the records the requester seeks. (The requester may submit the document via personal delivery, mail, fax, electronic mail, or any other means available to the public body.) One request may identify multiple records that the requester seeks. Thus, the law clearly prohibits a public body from counting each record sought in a single FOIA request as a separate request.

P.A. 97-0579

Effective August 26, 2011

This law also limits the extent to which a commercial FOIA requester may file a Request for Review with the Public Access Counselor. A person whose FOIA request is treated as a commercial request by the public body now may only file a Request for Review with the Public Access Counselor for the limited purpose of reviewing whether the public body acted properly in treating the FOIA request as a commercial request.

Training Requirement – Open Meetings Act (OMA), 5 ILCS 120/1.05

P.A. 97-0504

Effective January 1, 2012

This law requires that each elected or appointed member of a public body subject to OMA must complete the electronic training curriculum developed and administered by the Public Access Counselor, available at http://foia.ilattorneygeneral.net/electronic_foia_training.aspx, and file a copy of the certificate of completion with the public body.

Any person who is an elected or appointed member of a public body subject to OMA on January 1, 2012, must complete the electronic training between January 1, 2012, and January 1, 2013.

Any person who becomes an elected or appointed member of a public body subject to the Act **after** January 1, 2012, must complete the electronic training no later than the 90th day after:

- Taking the oath of office, if an oath is required to assume his or her duties as a member of the public body; or
- Otherwise assuming the responsibilities as a member of the public body, if not required to take an oath of office.

New Exceptions – Open Meetings Act (OMA), 5 ILCS 120/2

P.A. 97-318

Effective January 1, 2012

This law allows a public body to close a meeting involving internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

P.A. 97-0452

Effective August 19, 2011

Under this law, a public body may hold closed meetings under OMA to consider correspondence and records that may not be disclosed under Section 11-9 of the Public Aid Code, 305 ILCS 5/1-1 *et seq.*, or that pertain to appeals under Section 11-8 of the Public Aid Code. 5 ILCS 120/2(c)(28).

This new provision allowing additional time to respond to certain FOIA requests does not apply to requests made by news media and non-profit, scientific, or academic organizations when the principal purpose of the requests is:

- To access and disseminate information concerning news and current or passing events;
- For articles of opinion or features of interest to the public; or
- For the purpose of academic, scientific, or public research or education.

Within 5 business days after receiving a FOIA request from a recurrent requester, a public body shall notify the requester:

- That the public body is treating the request as a request from a recurrent requester;
- Why the public body is treating the request as a request from a recurrent requester;
- That the public body will send an initial response within 21 business days after receipt; and
- That the public body may assert the responses listed below.

A public body shall respond to a FOIA request from a recurrent requester within 21 business days after receipt by:

- Providing an estimate of the time required by the public body to provide the records requested and an estimate of the fees to be charged, which the public body may require the person to pay in full before copying the requested documents;
- Denying the request pursuant to one or more of the exemptions set out in this Act;
- Notifying the requester that the request is unduly burdensome and extending an opportunity to the requester to attempt to reduce the request to manageable proportions; or
- Providing the records requested.

Unless the records are exempt from disclosure, a public body shall comply with a FOIA request within a reasonable period considering the size and complexity of the request.

Commercial Requests – Freedom of Information Act (FOIA), 5 ILCS 140/6 and 9.5

P.A. 97-0579

Effective August 26, 2011

This law allows public bodies to charge additional amounts when responding to a commercial FOIA request. Specifically, when responding to a commercial request, a public body now may charge up to \$10 for each hour spent by personnel in searching for and retrieving a requested record, except that no fees shall be charged for the first 8 hours.

Additionally, when responding to a commercial request, a public body may charge the actual cost of retrieving and transporting public records from an off-site storage facility if the public records are maintained by a third-party storage company under contract with the public body.

If a public body imposes any of these new fees for a commercial request, it must provide the requester with an accounting of all fees, costs, and personnel hours in connection with the FOIA request for public records.

DIRECTOR'S REPORT

To: Park Board of Commissioners
From: George Alexoff
Subject: Willow Park Loan
Date: January 20, 2012

At the November board meeting, the board asked me to contact Northview Bank & Trust and discuss the possibility of lowering the current 4.2% loan amount.

I have met with Northview and they would like to work with us in lowering the rate. I hope to have some options for discussion at the meeting.

To: Park Board of Commissioners
From: George Alexoff
Subject: FOIA Request follow-up
Date: January 20, 2012

The District received a FOIA request from Richard Schuham August 16 of 2011. The request stated:

I am requesting:

- 1. Any contracts in place or proposed contracts that rent or lease fields at Willow Park or Fox Meadow. I would like lease or license agreements including rental schedules agreed to and lease or license agreement beginning and end dates. This should also include detail on how expenses to maintain or upgrade the fields are covered. I am not interested in the baseball fields or the buildings, just the soccer fields and ancillary fields.*
- 2. Any of the documents that indicate the competitive bids that were submitted for those lease or license agreements and field use.*
- 3. Any policy statements on the competitive bid process for the use of fields.*

The District sent the requested information to Mr. Schuham and asked that he call with any additional questions. On August 24th, Richard called me and explained that he is looking for space for lacrosse. I suggested that he send a written request.

On December 9th, 2011 I received a written request from Mr. Schuham. I contacted him to schedule a meeting to discuss the request. On January 3rd, Richard and I met to discuss the proposal. At the meeting it was determined that he would like to secure space, then approach a local lacrosse organization to use that space.

On January 5th, I sent a letter to Mr. Schuham stating that the District offers Park District Lacrosse for girls and boys through Team One Lacrosse and IGLA. Currently neither of these programs has discussed with the District the need for additional space to expand its program offerings at the Northfield Park District. The District staff is pleased with both organizations and is not looking to change program providers at this time.

The District will continue to work with our residents and program staff to provide diversified programs for the community. At this time we will not displace a current affiliate organization. Thus we will not be able to accommodate Mr. Schuham's lease request. Any further discussion on lacrosse programming should be initiated by the current District lacrosse providers.

To: Park Board of Commissioners
From: George Alexoff
Subject: Northfield Parks Foundation Update
Date: January 20, 2012

The Northview Parks Foundation conducted an annual appeal in December. All donations are mailed to and handled by the Northview Bank & Trust. The Bank also sends out tax letters on the behalf of the Foundation.

The Foundation currently has \$60,000 remaining on its pledge of \$ 500,000 for the Willow Park Renovation. The foundation is scheduled to make a \$ 30,000 payment in June of 2012 and the remaining \$ 30,000 in June of 2013.

Kirk Bennett, the President of the Foundation and I are in the process of scheduling a date to discuss fundraising options.

To: Park Board of Commissioners
 From: George Alexoff
 Subject: Monthly Informational Items
 Date: January 20, 2012

IMRF Agency Funding

At the last meeting the question came up about the percentage of funding for IMRF. I contacted Our Auditors and asked if they could put together a quick comparison of other Park District clients they have. The following chart is a random sampling of the findings.

IMRF Percent Funded Comparison

Park District	IMRF Percent Funded 12/31/10 Valuation	Total IMRF Assets	Covered Payroll
Northfield PD	79.03%	\$ 335,132	\$ 360,372
1	74.86%	\$ 650,928	\$ 190,943
2	77.82%	\$ 3,167,095	\$ 1,143,469
3	74.06%	\$ 2,617,350	\$ 1,299,274
4	69.27%	\$ 2,789,137	\$ 1,663,043
5	56.33%	\$ 3,346,076	\$ 1,924,252
6	64.14%	\$ 2,595,469	\$ 2,208,653
7	82.29%	\$ 4,313,448	\$ 2,789,211
8	70.72%	\$ 6,343,259	\$ 2,935,180
9	78.86%	\$ 6,863,555	\$ 3,267,318
10	70.25%	\$ 6,536,828	\$ 3,496,811
11	77.94%	\$ 7,127,713	\$ 3,829,780
12	66.30%	\$ 12,077,334	\$ 6,105,372
13	65.02%	\$ 11,066,852	\$ 6,156,350
14	74.98%	\$ 13,945,947	\$ 7,055,609
15	72.23%	\$ 9,450,968	\$ 7,096,131
Average	71.67%	\$ 6,192,797	\$ 3,410,760

Community Executives Meeting

On January 5th I attended a meeting with the New Trier Superintendent, Sunset Ridge Superintendent, Northfield Village Manager, Northfield Police Chief, Northfield Fire Chief and the Executive Director of the Library.

The next meeting is scheduled for April 12. We will be meeting quarterly and plan on discussing what is going on in each area of the Village.

Partnership Opportunity

I have been approached by a private organization inquiring if the District has any desire to explore a partnership. I have an exploratory meeting scheduled over the weekend to learn more about the opportunity.

Scoreboard Sponsorship

The District attended the January 9th, 2012 Village of Northfield Architectural Commission Meeting to request the following: 1) a variance from Section 12-6(b) of the Sign Ordinance for the increase of overall Willow park signage to be more than the 100 square feet allowed; and 2) a variance from Section 12-7 of the Sign Ordinance to allow for an off-premise “sponsorship” sign at Willow Park.

The commission voted 4-1 to approve both request.

WILLOW ROAD UPDATE

To: Park Board of Commissioners
From: George Alexoff
Subject: Willow Road Update
Date: January 20, 2012

The District representative, Scott Turban attended a community meeting with the Village of Northfield and IDOT to discuss the proposed four lane road improvements. At the meeting the following areas related to the Park District were discussed:

- Mid-Block Crossing
- Landscaping
- Storm Water Management
- Sidewalks

I would like to spend some time discussing these items and make sure that there is a consensus from the board as we move forward. I will bring a site map to illustrate the potential improvements discussed.

CONSENT AGENDA

**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, NOVEMBER 28, 2011
NORTHFIELD COMMUNITY CENTER
BOARD ROOM 6:30 P.M.**

Commissioner Coyle called the meeting to order at 6:30 p.m. and a roll call was taken.
Present: Commissioners – Coyle, Trimble, Koress, Klein, Spaan, O'Grady
Also present: Staff members – Alexoff, Guillen, Sweeney
Absent: Commissioner – Peterson and Treasurer Morrell

APPROVAL/ADDITIONS TO AGENDA

None

AUDIENCE COMMENTS

None

CORRESPONDENCE

None

DIRECTOR'S REPORT

a. Fund Balance Policy

Commissioner Trimble made a motion to approve the Fund Balance Policy as presented. Commissioner Klein seconded the motion. A roll call was taken.

Voting Aye: Commissioners: Coyle, Trimble, Koress, Klein, Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: Peterson

Abstain: Commissioners: None

MOTION PASSED

b. 2011 Tax Levy Ordinance 11-28-11-01

Commissioner Spaan made a motion to approve the Tax Levy Ordinance #11-28-11-01. Commissioner O'Grady seconded the motion. A roll call was taken.

Voting Aye: Commissioners: Coyle, Trimble, Koress, Klein, Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: Peterson

Abstain: Commissioners: None

MOTION PASSED

Commissioner Peterson arrived at 6:43 p.m.

c. 2011 Annual Financial Audit Year Ending June 30, 2011

Commissioner Trimble made a motion to approve the 2010-2011 Audit as presented. Commissioner Spaan seconded the motion. A roll call was taken.

Voting Aye: Commissioners: Coyle, Trimble, Koress, Klein, Peterson, Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

MOTION PASSED

d. NSSRA Amended Articles of Agreement

Commissioner Trimble made a motion to approve the proposed 2011 Amended Articles of Agreement 9-23-11 as presented. Commissioner Klein seconded the motion. A roll call was taken.

Voting Aye: Commissioners: Coyle, Trimble, Koress, Klein, Peterson, Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

e. Informational items

- The December board meeting has been cancelled.
- The Holiday Party will take place on Monday, December 12 at 6:30 p.m.
- The Northfield Parks Foundation sent out a holiday appeal letter.

e. Willow Road

-November 10th CAG Meeting Update-IDOT will be recommending four lanes for Willow Road. A public meeting will be held in spring to discuss the final plans.

CONSENT AGENDA

a. Approval of Board Meeting Minutes 10/24/11

b. Approval of Cash Expenditures for month of October, 2011

Commissioner Klein made a motion to approve the Consent Agenda. Commissioner Spaan seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: Coyle, Trimble, Klein, Koress, Peterson, Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

MOTION PASSED

AGENCY REPORTS

a. Finance

- Taxes are coming in earlier than last year.
- Staff was directed to discuss refinancing the outstanding loan payable at 4.20% with Northview Bank & Trust.

b. Recreation, Park Grounds and Facilities

Commissioner Trimble left the meeting at 7:05

- Winter Brochure has been mailed.
- New special holiday event coming up on Saturday, December 10th.
- Rentals are done.
- Skating rink is being prepared.
- Any scoreboard modifications will require submission to the Architecture Review Commission for approval.

ADJOURNMENT

Commissioner Klein made a motion to adjourn the regular board meeting at 7:20 p.m. The motion was seconded by Commissioner Spaan.

Voting Aye: Commissioners: Coyle, Koress, Klein, Peterson Spaan, O'Grady.

Voting Nay: Commissioners: None

Absent: Commissioners: Trimble

Abstain: Commissioners: None

MOTION PASSED

AGENCY REPORTS

Northfield Park District
 Revenue and Expense Report
 For the Month Ending
 Nov 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	Fiscal YTD
ALL FUNDS									
	TOTAL AGENCY REVENUE	352,674	221,508	861,955	585,293	760,053	1,660,459	101,902	13.4%
	TOTAL AGENCY EXPENSES	230,485	112,066	781,838	627,439	729,009	1,702,348	52,830	7.2%
	RESERVES	122,188	109,442	80,117	(42,146)	31,045	(41,889)	49,072	158.1%
	Fund Balance-Beginning			618,057		573,159	573,159		
	Fiscal Year Reserves			80,117		31,045	(41,889)		
	Fund Balance-Ending			698,174		604,204	531,270		

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Northfield Park District
Revenue and Expense Report
For the Month Ending
Nov 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
01-CORPORATE FUND									
0110000003010	TAXES	196,093	100,000	282,626	27,475	211,300	636,785	71,326	33.8%
0110000003070	BANK INTEREST	79	94	377	478	469	1,500	(92)	-19.5%
0110000003091	NSSRA REIMBURSEMENT	-	-	-	0	-	6,432	-	
0110000003099	MISCELLANEOUS INCOME	1,500	-	2,295	-	-	1,500	2,295	
TOTAL REVENUES		197,673	100,094	285,298	27,953	211,769	646,217	73,529	34.7%
0110000004008	FT SALARIES	20,439	21,178	107,269	114,695	110,064	307,350	(2,796)	-2.5%
0110000004009	PT SALARIES	4,128	4,166	21,548	20,580	21,857	55,418	(309)	-1.4%
0110000004015	HEALTH INSURANCE	9,634	4,820	28,902	24,657	24,100	60,720	4,802	19.9%
0110000004026	GAS / MILEAGE REIMBURSEMENT	580	580	2,900	3,100	2,900	7,440	-	0.0%
0110000004050	DUES & EDUCATION	50	772	2,530	4,427	4,944	16,948	(2,414)	-48.8%
0110000004099	MISC -EXP	588	737	3,185	3,455	8,556	15,175	(5,371)	-62.8%
0110000005022	PHONE	495	600	2,513	2,449	3,000	7,200	(488)	-16.3%
0110000005023	DSL	105	105	525	629	525	1,260	(0)	0.0%
0110000005030	PRINTING	-	8,000	7,955	8,175	16,500	29,400	(8,545)	-51.8%
0110000005040	LEGAL & PROFESSIONAL	140	-	263	584	1,500	3,600	(1,238)	-82.5%
0110000005060	CONTRACTUAL	2,377	2,144	9,199	10,837	10,719	31,589	(1,520)	-14.2%
0110000006010	OFFICE EQUIPMENT	1,717	2,609	4,800	3,547	3,914	8,175	886	22.6%
0110000006020	CAPITAL PURCHASES	-	-	-	-	-	-	-	
0110000006021	OFFICE SUPPLIES	867	577	1,683	1,511	1,974	4,500	(291)	-14.8%
0110000006025	POSTAGE	190	1,237	2,528	2,210	3,330	5,500	(803)	-24.1%
0110000006070	SAFETY	40	80	469	548	660	1,675	(191)	
0121059137060	DEBT REPAYMENT	-	-	-	-	-	-	-	
TOTAL EXPENSES		41,349	47,605	196,265	201,402	214,543	555,950	(18,277)	-8.5%
TOTAL FUND REVENUES		197,673	100,094	285,298	27,953	211,769	646,217	73,529	34.7%
TOTAL FUND EXPENSES		41,349	47,605	196,265	201,402	214,543	555,950	(18,277)	-8.5%
RESERVES		156,323	52,489	89,033	(173,450)	(2,774)	90,267	91,807	-3309.8%
0190000009992	TRANSFER OUT	-	-	-	-	-	84,850	-	
100000009000	Fund Balance-Beginning			181,475		169,424	169,424		
	Fiscal Year Reserves			89,033		(2,774)	5,417		
	Fund Balance-Ending			270,508		166,650	174,841		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Nov 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
03-RECREATION									
FUND									
0310000003010	TAXES	10,441	5,000	14,796	1,284	13,126	33,545	1,670	12.7%
0310000103060	DONATIONS	1,000	-	1,000	200	-	-	1,000	
0320000003099	MISCELLANEOUS INCOME	-	-	2,432	0	-	-	2,432	
032XXXXXX3030	RENTAL INCOME	23,717	62,840	65,056	65,194	106,335	217,657	(41,279)	-38.8%
032XXXXXX3050	CONCESSIONS	958	678	4,426	4,518	7,183	14,052	(2,757)	-38.4%
033028XXX3040	FITNESS CENTER	3,185	4,421	14,383	14,472	13,595	37,257	789	5.8%
0320000003095	REIMBURSEMENTS	724	-	724	10,359	-	-	724	
033XXXXXX3020	PROGRAM REVENUE	11,766	7,976	328,447	314,497	291,208	360,733	37,239	12.8%
TOTAL REVENUES		55,091	80,914	434,564	410,524	431,446	663,244	3,118	0.7%
ADMINISTRATIVE									
0310000004008	FT SALARIES	4,016	4,014	20,969	20,718	21,004	55,107	(36)	-0.2%
0310000104095	SCHOLARSHIPS	-	-	50	-	-	-	50	
0310000004099	MISCELLANEOUS EXPENSE	-	-	-	-	-	-	-	
TOTAL ADMINISTRATIVE		4,016	4,014	21,019	20,718	21,004	55,107	15	0.1%
PARKS & FACILITIES									
032XXXXXX4008	FT SALARIES	2,846	2,847	14,273	13,677	14,263	37,992	10	0.1%
032XXXXXX4009	PT SALARIES	4,060	1,850	24,989	23,507	24,719	56,353	271	1.1%
032XXXXXX502X	UTILITIES	2,967	2,217	12,589	15,397	17,109	38,146	(4,520)	-26.4%
032XXXXXX5060	CONTRACTUAL	1,255	14,688	13,449	24,734	27,286	52,845	(13,837)	-50.7%
032XXXXXX5061	REPAIR & MAINTENANCE	3,125	3,812	43,537	35,130	51,180	80,103	(7,643)	-14.9%
032XXXXXX6010	SMALL EQUIPMENT	-	-	1,621	4,194	2,975	4,975	(1,354)	
032XXXXXX6020	CAPITAL PURCHASES	-	-	-	-	-	-	-	#DIV/0!
032XXXXXX6021	SUPPLIES	3,428	1,608	25,096	23,337	27,466	56,211	(2,369)	-8.6%
TOTAL PARKS		17,681	27,022	135,554	139,977	164,997	326,625	(29,443)	-17.8%
RECREATION									
033XXXXXX4009	PT SALARIES	3,957	7,418	56,617	57,792	62,108	89,958	(5,491)	-8.8%
033XXXXXX5060	CONTRACTUAL	14,284	7,029	95,005	89,292	95,448	113,140	(443)	-0.5%
0330282836010	SMALL EQUIPMENT-OTHER	-	-	-	-	-	-	-	
0330282836020	CAPITAL EQUIPMENT-FITNESS	-	-	11,960	8,400	12,115	12,115	(155)	-1.3%
033XXXXXX6021	SUPPLIES	6,015	777	19,535	19,123	17,237	21,829	2,298	13.3%
TOTAL RECREATION		24,256	15,224	183,117	174,608	186,908	237,041	(3,791)	-2.0%
TOTAL EXPENSES		45,953	46,260	339,689	335,303	372,909	618,773	(33,220)	-8.9%
RESERVES		9,138	34,654	94,875	75,221	58,537	44,471	36,337	62.1%
0390000009992	TRANSFER OUT TO CAPITAL	-	-	-	-	-	41,001	-	
Fund Balance-Beginning				217,004			190,981		
Fiscal Year Reserves				94,875			3,470		
Fund Balance-Ending				311,879			194,451	91111.0%	

Northfield Park District
 Revenue and Expense Report
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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Budget	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
05-NSSRA FUND				-						<i>Page 4</i>
0510000003010	TAXES	65,256	30,000	92,824	9,585	80,909	211,205	11,915	14.7%	
	TOTAL REVENUE	65,256	30,000	92,824	9,585	80,909	211,205	11,915	14.7%	
0510000004008	FULL TIME SALARIES	1,354	1,409	7,360	2,652	7,374	19,264	(14)	-0.2%	
0510000007010	NSSRA -EXPENSE	-	-	24,734	39,664	41,700	82,258	(16,966)	-40.7%	
	TOTAL EXPENSES	1,354	1,409	32,094	42,317	49,074	101,522	(16,980)	-34.6%	
	TOTAL FUND REVENUE	65,256	30,000	92,824	9,585	80,909	211,205	11,915	14.7%	
	TOTAL FUND EXPENSES	1,354	1,409	32,094	42,317	49,074	101,522	(16,980)	-34.6%	
	RESERVES	63,902	28,591	60,730	(32,732)	31,835	109,683	28,895	90.8%	
0590000009992	TRANSFER OUT FROM NSSRA	-	-	-	-	-	111,110	-		
	Fund Balance-Beginning			31,606		24,726	24,726			
	Fiscal Year Reserves			60,730		31,835	(1,427)			
	Fund Balance-Ending			92,336		56,561	23,299			

Northfield Park District
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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
07-AUDIT FUND									
0710000003010	TAXES	3,673	-	4,828	325	33	8,766	4,795	14530.4%
0710000005040	LEGAL & PROFESSIONAL	-	8,400	-	6,500	8,400	8,400	(8,400)	
	TOTAL FUND REVENUE	3,673	-	4,828	325	33	8,766	4,795	14530.4%
	TOTAL FUND EXPENSE	-	8,400	-	6,500	8,400	8,400	(8,400)	
	RESERVES	3,673	(8,400)	4,828	(6,175)	(8,367)	366	13,195	-157.7%
	TRANSFER IN								
	Fund Balance-Beginning			3,722		3,676	3,676		
	Fiscal Year Reserves			4,828		(8,367)	366		
	Fund Balance-Ending			8,550		(4,691)	4,042		

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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
09-LIABILITY FUND									
0910000003010	TAXES	6,837	3,000	10,243	994	10,100	26,450	143	1.4%
0910000004008	FT SALARIES	204	204	1,047	1,104	1,057	2,779	(10)	-0.9%
0910000007020	LIABILITY INSURANCE	4,042	2,062	12,125	8,513	10,312	25,457	1,813	17.6%
	TOTAL EXPENSES	4,246	2,266	13,172	9,617	11,369	28,236	1,803	15.9%
	TOTAL FUND REVENUE	6,837	3,000	10,243	994	10,100	26,450	143	1.4%
	TOTAL FUND EXPENSE	4,246	2,266	13,172	9,617	11,369	28,236	1,803	15.9%
	RESERVES	2,592	734	(2,930)	(8,623)	(1,269)	(1,786)	(1,660)	130.8%
	TRANSFER IN				3,000				
	Fund Balance-Beginning			10,874		10,771	10,771		
	Fiscal Year Reserves			(2,930)		(1,269)	(1,786)		
	Fund Balance-Ending			7,944		9,502	8,985		

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Northfield Park District
Revenue and Expense Report
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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Year Fiscal to Date Budget	Year Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
11-SOCIAL SECURITY FUND									
1110000003010	TAXES	11,093	2,500	15,696	979	10,636	32,000	5,060	47.6%
1110000004011	WITHOLDING	2,479	3,295	17,724	17,854	19,162	46,719	(1,438)	-7.5%
	TOTAL FUND REVENUE	11,093	2,500	15,696	979	10,636	32,000	5,060	47.6%
	TOTAL FUND EXPENSE	2,479	3,295	17,724	17,854	19,162	46,719	(1,438)	-7.5%
	RESERVES	8,615	(795)	(2,028)	(16,875)	(8,526)	(14,719)	6,498	-76.2%
1190000009991	TRANSFER IN TO SOCIAL SECURITY	-	-	-	57,000	-	-	-	
	Fund Balance-Beginning			10,851		12,908	12,908		
	Fiscal Year Reserves			(2,028)		(8,526)	(14,719)		
	Fund Balance-Ending			8,822		4,382	(1,811)		

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Northfield Park District
 Revenue and Expense Report
 For the Month Ending
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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
13-IMRF FUND									
1310000003010	TAXES	13,051	5,000	18,502	1,601	15,160	42,577	3,342	22.0%
1310000004012	IMRF-EMPLOYER	4,243	2,831	15,362	14,446	14,752	40,302	610	4.1%
	TOTAL FUND REVENUE	13,051	5,000	18,502	1,601	15,160	42,577	3,342	22.0%
	TOTAL FUND EXPENSES	4,243	2,831	15,362	14,446	14,752	40,302	610	4.1%
	RESERVES	8,808	2,169	3,140	(12,845)	408	2,275	2,732	669.6%
1390000009991	TX FROM CORP			-	20,000				
	Fund Balance-Beginning			17,318		15,465	15,465		
	Fiscal Year Reserves			3,140		408	2,275		
	Fund Balance-Ending			20,458		15,873	17,740		

Northfield Park District
Revenue and Expense Report
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AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget
15-CAPITAL PROJECTS FUND								
1520009503060	FOUNDATION CONTRIBUTIONS	-	-	-	-	-	-	-
1521069143060	NP FOUNDATION CONTRIBUTIONS	-	-	-	-	-	30,000	-
1521069143062	KWBA-CONTRIBUTIONS	-	-	-	49,999	-	-	-
1521069143063	TREVIAN SOCCER-CONTRIBUTION	-	-	-	83,333	-	-	-
	TOTAL REVENUES	-	-	-	133,333	-	30,000	-
OTHER CAP. PROJECTS								
152000006020	PARKS GENERAL CAPITAL PURCHASE	-	-	20,822	-	22,000	52,000	(1,178)
1521050007090	COMMUNITY CENTER LOAN	-	-	-	-	-	8,333	-
1521050006020	COMMUNITY CENTER CAP PURCHASES	-	-	13,861	0	11,800	26,800	2,061
1521060006020	WILLOW PARK CAP. PUCHASES	-	-	-	-	-	-	-
1521070006020	CLARKSON PARK CAPITAL PURCHASE	-	-	-	-	-	20,000	-
1521080005060	FOX MEADOW WETLANDS	-	-	-	-	-	-	-
1521080006020	FOX MEADOW CAPITAL	-	-	1,988	0	5,000	17,548	-
152000007091	PARKS GENERAL -100kLOAN REPMT	-	-	-	-	-	21,500	-
1521069147090	LOAN REPAYMENT-1.4k	130,862	-	130,862	-	-	156,265	130,862
	OTHER CAPITAL EXPENSES	130,862	-	167,532	-	38,800	302,446	131,744
	TOTAL CAPITAL REVENUE	-	-	-	133,333	-	30,000	-
	TOTAL CAPITAL EXPENSES	130,862	-	167,532	-	38,800	302,446	128,732
	RESERVES	(130,862)	-	(167,532)	133,333	(38,800)	(272,446)	(128,732)
OTHER SOURCES								
Fund Transfers								
1521069149991	TRANS. FROM RECREATION	-	-	-	85,385	-	41,000	-
1521069149992	TRANS. FROM CORPORATE	-	-	-	140,500	-	84,850	-
1521069149993	TRANS. FROM NSSRA	-	-	-	170,000	-	111,110	-
		-	-	-	395,885	-	236,960	-
RESERVES								
	Fund Balance-Beginning			145,208		145,208	145,208	
	Fiscal Year Reserves			(167,532)		(38,800)	(35,486)	
	Fund Balance-Ending			(22,324)		106,408	109,722	

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timing-pmt was made the last day in Nov

NORTHFIELD PARK DISTRICT
 DETAILED BALANCE SHEET
 FOR PERIOD ENDING 11/30/11

ACCOUNT #	DESCRIPTION	11/30/11	11/30/10	\$ CHANGE	% CHANGE
ASSETS					
01-0-000-000-1000	OPERATING-NORTHVIEW	\$ 126,505.70	\$ 71,868.56	\$ 54,637.14	43.2%
01-0-000-000-1003	PETTY-NVB	878.87	1,364.37	(486)	-55.2%
01-0-000-000-1007	ILLINOIS FUNDS MONEY MARKET	544.32	543.77	1	0.1%
01-0-000-000-1008	IPDLAF	12,396.29	12,385.55	11	0.1%
01-0-000-000-1010	NORTHVIEW TAX ACCT	552,588.95	519,437.23	33,152	6.0%
01-0-000-000-1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	-	0.0%
CASH		\$ 693,020.13	\$ 605,705.48	\$ 87,314.65	12.6%
01-0-000-000-1200	ACCOUNTS RECEIVABLE	\$ 5,977.59	\$ 6,395.59	(418)	-7.0%
01-0-000-000-1300	PREPAID EXPENSES	-	(0.05)	0	#DIV/0!
	PROVIDED FOR LONG TERM DEBT	133,334.00	150,002	(16,668)	-12.5%
	PROVIDED FOR LONG TERM DEBT	705,106.25	1,145,000.00	(439,894)	-62.4%
	PROVIDED FOR 100k LOAN FOR EQU.		70,000.00	(70,000)	#DIV/0!
OTHER ASSETS		\$ 844,417.84	\$ 1,371,397.54	(526,980)	-62.4%
TOTAL ASSETS		\$ 1,537,437.97	\$ 1,977,103.02	\$ (439,665.05)	-28.6%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
01-0-000-000-2000	ACCOUNTS PAYABLE	0.30	\$ 0.30	\$ -	
01-0-000-000-2010	ACCRUED PAYROLL	0.01	0.01	\$ -	
01-0-000-000-2100	FICA/FEDERAL WITHHOLDING	(8.04)	(8.04)	\$ -	
01-0-000-000-2101	ILLINOIS TAX WITHHOLDING	(1.58)	(1.58)	\$ -	
01-0-000-000-2105	HEALTH CARE FSA	(109.95)	(154.43)	\$ 44.48	-28.8%
01-0-000-000-2300	FAMILY CREDIT	941.50	941.50	\$ -	0.0%
	LOAN-NORTHVIEW BANK	705,106.25	1,145,000.00	\$ (439,893.75)	
	LOAN-VILLAGE OF NORTHFIELD	133,334.00	150,002.00	\$ (16,668.00)	-11.1%
	LOAN-TO NVB TO PURCHASE EQUIP.		70,000.00	(70,000)	
TOTAL LIABILITIES		\$ 839,262.49	\$ 1,365,779.76	\$ (526,517.27)	
TOTAL LIABILITIES					
FUND EQUITY					
01-0-000-000-9000	FUND BALANCE	\$ 618,058.95	\$ 653,469.38	\$ (35,410.43)	-5.7%
	FUND SURPLUS (DEFICIT)	80,117.00	(42,146)	122,263	152.6%
TOTAL FUND EQUITY		698,175.95	611,323	86,853	1.47
TOTAL LIABILITIES AND FUND EQUITY		\$ 1,537,438.44	\$ 1,977,103.14	\$ (439,664.70)	-28.6%

Northfield Park District
Revenue and Expense Report
For the Month Ending
Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Year Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	Fiscal YTD
ALL FUNDS									
	TOTAL AGENCY REVENUE	33,978	146,786	895,933	953,643	906,840	1,660,459	(10,907)	-1.2%
	TOTAL AGENCY EXPENSES	97,559	252,538	879,397	855,467	976,546	1,702,348	(97,149)	-9.9%
	RESERVES	(63,581)	(105,751)	16,536	98,177	(69,707)	(41,889)	86,243	-123.7%
	Fund Balance-Beginning			618,057		573,159	573,159		
	Fiscal Year Reserves			16,536		(69,707)	(41,889)		
	Fund Balance-Ending			634,593		503,452	531,270		

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Northfield Park District
Revenue and Expense Report
For the Month Ending
Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
01-CORPORATE FUND									
0110000003010	TAXES	9,400	90,376	292,026	223,353	301,676	636,785	(9,650)	-3.2%
0110000003070	BANK INTEREST	89	156	466	763	625	1,500	(159)	-25.5%
0110000003091	NSSRA REIMBURSEMENT	-	-	-	0	-	6,432	-	
0110000003099	MISCELLANEOUS INCOME	-	-	2,295	1,505	-	1,500	2,295	
	TOTAL REVENUES	9,489	90,532	294,787	225,621	302,301	646,217	(7,514)	-2.5%
0110000004008	FT SALARIES	31,564	45,404	138,832	137,856	155,468	307,350	(16,636)	-10.7%
0110000004009	PT SALARIES	3,929	4,166	25,477	24,374	26,023	55,418	(546)	-2.1%
0110000004015	HEALTH INSURANCE	-	4,820	28,902	28,868	28,920	60,720	(18)	-0.1%
0110000004026	GAS / MILEAGE REIMBURSEMENT	580	820	3,480	3,691	3,720	7,440	(240)	-6.5%
0110000004050	DUES & EDUCATION	3,041	1,390	5,571	6,579	6,334	16,948	(763)	-12.1%
0110000004099	MISC -EXP	929	737	4,113	3,703	9,293	15,175	(5,179)	-55.7%
0110000005022	PHONE	497	600	3,010	2,772	3,600	7,200	(590)	-16.4%
0110000005023	DSL	112	105	637	629	630	1,260	7	1.1%
0110000005030	PRINTING	7,905	500	15,860	15,325	17,000	29,400	(1,140)	-6.7%
0110000005040	LEGAL & PROFESSIONAL	-	375	263	584	1,875	3,600	(1,613)	-86.0%
0110000005060	CONTRACTUAL	4,369	8,389	13,569	14,330	19,108	31,589	(5,539)	-29.0%
0110000006010	OFFICE EQUIPMENT	-	-	4,800	3,742	3,914	8,175	886	22.6%
0110000006020	CAPITAL PURCHASES	-	-	-	-	-	-	-	
0110000006021	OFFICE SUPPLIES	323	431	2,005	1,675	2,405	4,500	(400)	-16.6%
0110000006025	POSTAGE	400	285	2,928	2,995	3,616	5,500	(688)	-19.0%
0110000006070	SAFETY	178	80	646	605	740	1,675	(94)	
0121059137060	DEBT REPAYMENT	-	-	-	-	-	-	-	
	TOTAL EXPENSES	53,826	68,102	250,092	247,728	282,645	555,950	(32,553)	-11.5%
	TOTAL FUND REVENUES	9,489	90,532	294,787	225,621	302,301	646,217	(7,514)	-2.5%
	TOTAL FUND EXPENSES	53,826	68,102	250,092	247,728	282,645	555,950	(32,553)	-11.5%
	RESERVES	(44,337)	22,430	44,695	(22,107)	19,656	90,267	25,039	127.4%
0190000009992	TRANSFER OUT	-	-	-	-	-	84,850	-	
100000009000	Fund Balance-Beginning			181,475		169,424	169,424		
	Fiscal Year Reserves			44,695		19,656	5,417		
	Fund Balance-Ending			226,170		189,080	174,841		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Year Fiscal to Date Budget	Year Fiscal to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
03-RECREATION										
FUND										
0310000003010	TAXES	484	2,718	15,280	10,980	15,844	33,545	(564)	-3.6%	
0310000103060	DONATIONS	-	-	1,000	200	-	-	1,000		
0320000003099	MISCELLANEOUS INCOME	779	-	3,211	0	-	-	3,211		
032XXXXXX3030	RENTAL INCOME	3,338	4,689	68,394	105,942	111,025	217,657	(42,630)	-38.4%	
032XXXXXX3050	CONCESSIONS	510	407	4,936	5,453	7,589	14,052	(2,654)	-35.0%	
033028XXX3040	FITNESS CENTER	3,593	2,422	17,976	18,072	16,017	37,257	1,959	12.2%	
0320000003095	REIMBURSEMENTS	-	-	724	10,359	-	-	724		
033XXXXXX3020	PROGRAM REVENUE	10,714	11,064	339,161	325,584	302,272	360,733	36,889	12.2%	
	TOTAL REVENUES	19,418	21,300	453,982	476,591	452,747	663,244	1,235	0.3%	
ADMINISTRATIVE										
0310000004008	FT SALARIES	5,799	5,796	26,767	24,581	26,800	55,107	(33)	-0.1%	
0310000104095	SCHOLARSHIPS	-	-	50	-	-	-	50		
0310000004099	MISCELLANEOUS EXPENSE	-	-	-	5,000	-	-	-		
	TOTAL ADMINISTRATIVE	5,799	5,796	26,817	29,581	26,800	55,107	17	0.1%	
PARKS & FACILITIES										
032XXXXXX4008	FT SALARIES	3,807	3,807	18,080	16,314	18,070	37,992	10	0.1%	
032XXXXXX4009	PT SALARIES	4,053	2,090	29,042	26,411	26,809	56,353	2,234	8.3%	
032XXXXXX502X	UTILITIES	335	2,048	12,924	16,623	19,157	38,146	(6,233)	-32.5%	
032XXXXXX5060	CONTRACTUAL	106	908	13,555	26,952	28,194	52,845	(14,640)	-51.9%	
032XXXXXX5061	REPAIR & MAINTENANCE	3,153	2,428	46,690	36,286	53,608	80,103	(6,918)	-12.9%	
032XXXXXX6010	SMALL EQUIPMENT	-	2,000	1,621	5,012	4,975	4,975	(3,354)		
032XXXXXX6020	CAPITAL PURCHASES	-	-	-	-	-	-	-		#DIV/0!
032XXXXXX6021	SUPPLIES	1,734	2,006	26,830	26,714	29,472	56,211	(2,642)	-9.0%	
	TOTAL PARKS	13,188	15,288	148,742	154,312	180,285	326,625	(31,543)	-17.5%	
RECREATION										
033XXXXXX4009	PT SALARIES	5,293	2,810	61,909	62,331	64,917	89,958	(3,008)	-4.6%	
033XXXXXX5060	CONTRACTUAL	2,987	3,807	97,991	93,060	99,255	113,140	(1,263)	-1.3%	
0330282836010	SMALL EQUIPMENT-OTHER	-	-	-	-	-	-	-		
0330282836020	CAPITAL EQUIPMENT-FITNESS	-	-	11,960	8,400	12,115	12,115	(155)	-1.3%	
033XXXXXX6021	SUPPLIES	713	632	20,248	20,203	17,869	21,829	2,380	13.3%	
	TOTAL RECREATION	8,992	7,248	192,109	183,995	194,156	237,041	(2,047)	-1.1%	
	TOTAL EXPENSES	27,979	28,332	367,668	367,888	401,241	618,773	(33,573)	-8.4%	
	RESERVES	(8,561)	(7,032)	86,313	108,704	51,506	44,471	34,808	67.6%	
0390000009992	TRANSFER OUT TO CAPITAL	-	-	-	-	-	41,001	-		
	Fund Balance-Beginning			217,004		190,981	190,981			
	Fiscal Year Reserves			86,313		51,506	3,470			
	Fund Balance-Ending			303,318		242,487	194,451			91111.0%

Northfield Park District
 Revenue and Expense Report
 For the Month Ending
 Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
05-NSSRA FUND									<i>Page 4</i>
0510000003010	TAXES	3,026	13,021	95,850	84,177	93,930	211,205	1,920	2.0%
	TOTAL REVENUE	3,026	13,021	95,850	84,177	93,930	211,205	1,920	2.0%
0510000004008	FULL TIME SALARIES	1,963	2,026	9,323	3,132	9,400	19,264	(77)	-0.8%
0510000007010	NSSRA -EXPENSE	-	-	24,734	39,664	41,700	82,258	(16,966)	-40.7%
	TOTAL EXPENSES	1,963	2,026	34,057	42,796	51,100	101,522	(17,043)	-33.4%
	TOTAL FUND REVENUE	3,026	13,021	95,850	84,177	93,930	211,205	1,920	2.0%
	TOTAL FUND EXPENSES	1,963	2,026	34,057	42,796	51,100	101,522	(17,043)	-33.4%
	RESERVES	1,063	10,995	61,793	41,381	42,830	109,683	18,963	44.3%
0590000009992	TRANSFER OUT FROM NSSRA	-	-	-	-	-	111,110	-	
	Fund Balance-Beginning			31,606		24,726	24,726		
	Fiscal Year Reserves			61,793		42,830	(1,427)		
	Fund Balance-Ending			93,399		67,556	23,299		

Northfield Park District
 Revenue and Expense Report
 For the Month Ending
 Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
07-AUDIT FUND										
0710000003010	TAXES	(815)	8,733	4,013		2,749	8,766	8,766	(4,753)	-54.2%
0710000005040	LEGAL & PROFESSIONAL	7,000	-	7,000		8,000	8,400	8,400	(1,400)	
	TOTAL FUND REVENUE	(815)	8,733	4,013		2,749	8,766	8,766	(4,753)	-54.2%
	TOTAL FUND EXPENSE	7,000	-	7,000		8,000	8,400	8,400	(1,400)	
	RESERVES	(7,815)	8,733	(2,987)		(5,251)	366	366	(3,353)	-916.1%
	TRANSFER IN									
	Fund Balance-Beginning			3,722			3,676	3,676		
	Fiscal Year Reserves			(2,987)			366	366		
	Fund Balance-Ending			735			4,042	4,042		

Northfield Park District
 Revenue and Expense Report
 For the Month Ending
 Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
09-LIABILITY FUND									
0910000003010	TAXES	1,742	2,350	11,984	8,640	12,450	26,450	(466)	-3.7%
0910000004008	FT SALARIES	296	296	1,343	1,290	1,353	2,779	(10)	-0.8%
0910000007020	LIABILITY INSURANCE	-	2,062	12,125	10,216	12,375	25,457	(250)	-2.0%
	TOTAL EXPENSES	296	2,358	13,468	11,505	13,728	28,236	(260)	-1.9%
	TOTAL FUND REVENUE	1,742	2,350	11,984	8,640	12,450	26,450	(466)	-3.7%
	TOTAL FUND EXPENSE	296	2,358	13,468	11,505	13,728	28,236	(260)	-1.9%
	RESERVES	1,446	(8)	(1,483)	(2,865)	(1,278)	(1,786)	(206)	16.1%
	TRANSFER IN				3,000				
	Fund Balance-Beginning			10,874		10,771	10,771		
	Fiscal Year Reserves			(1,483)		(1,278)	(1,786)		
	Fund Balance-Ending			9,390		9,493	8,985		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
11-SOCIAL SECURITY FUND									
1110000003010	TAXES	514	5,900	16,210	8,625	16,536	32,000	(326)	-2.0%
1110000004011	WITHOLDING	3,234	5,078	20,958	20,204	24,240	46,719	(3,282)	-13.5%
	TOTAL FUND REVENUE	514	5,900	16,210	8,625	16,536	32,000	(326)	-2.0%
	TOTAL FUND EXPENSE	3,234	5,078	20,958	20,204	24,240	46,719	(3,282)	-13.5%
	RESERVES	(2,720)	822	(4,748)	(11,580)	(7,704)	(14,719)	2,956	-38.4%
1190000009991	TRANSFER IN TO SOCIAL SECURITY	-	-	-	57,000	-	-	-	
	Fund Balance-Beginning			10,851		12,908	12,908		
	Fiscal Year Reserves			(4,748)		(7,704)	(14,719)		
	Fund Balance-Ending			6,103		5,204	(1,811)		

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Northfield Park District
 Revenue and Expense Report
 For the Month Ending
 Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Actual	Fiscal Year to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget	
13-IMRF FUND										
1310000003010	TAXES	605	4,950	19,107		13,908	20,110	42,577	(1,003)	<i>Page 8</i> -5.0%
1310000004012	IMRF-EMPLOYER	3,261	5,524	18,623		17,154	20,276	40,302	(1,653)	-8.2%
	TOTAL FUND REVENUE	605	4,950	19,107		13,908	20,110	42,577	(1,003)	-5.0%
	TOTAL FUND EXPENSES	3,261	5,524	18,623		17,154	20,276	40,302	(1,653)	-8.2%
	RESERVES	(2,656)	(574)	484		(3,246)	(166)	2,275	650	-391.8%
1390000009991	TX FROM CORP			-		20,000				
Fund Balance-Beginning				17,318			15,465	15,465		
Fiscal Year Reserves				484			(166)	2,275		
Fund Balance-Ending				17,802			15,299	17,740		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Dec 2011

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior Year to Date Actual	Year Fiscal to Date Budget	Year Fiscal to Date Budget	Annual Budget	Variance YTD Actual vs Fiscal YTD Budget
15-CAPITAL PROJECTS FUND									
1520009503060	FOUNDATION CONTRIBUTIONS	-	-	-	-	-	-	-	-
1521069143060	NP FOUNDATION CONTRIBUTIONS	-	-	-	-	-	30,000	-	#DIV/0!
1521069143062	KWBA-CONTRIBUTIONS	-	-	-	49,999	-	-	-	#DIV/0!
1521069143063	TREVIAN SOCCER-CONTRIBUTION	-	-	-	83,333	-	-	-	#DIV/0!
	TOTAL REVENUES	-	-	-	133,333	-	30,000	-	
OTHER CAP. PROJECTS									
1520000006020	PARKS GENERAL CAPITAL PURCHASE	-	-	20,822	-	22,000	52,000	(1,178)	
1521050007090	COMMUNITY CENTER LOAN	-	-	-	-	-	8,333	-	
1521050004009	CAPITAL- COM. CTR SALARIES	-	-	-	0	-	-	-	
1521050006020	COMMUNITY CENTER CAP PURCHASES	-	-	13,861	0	11,800	26,800	2,061	
1521060006020	WILLOW PARK CAP. PUCHASES	-	-	-	-	-	-	-	
1521070004009	CAPITAL-CLARKSON PK SALARIES	-	-	-	0	-	-	-	
1521070006020	CLARKSON PARK CAPITAL PURCHASE	-	-	-	-	-	20,000	-	
1521050004009	CAPITAL- COM. CTR SALARIES	-	-	-	0	-	-	-	
1521080005060	FOX MEADOW WETLANDS	-	-	-	-	-	-	-	
1521080006020	FOX MEADOW CAPITAL	-	-	1,988	0	-	17,548	1,988	
1520000007091	PARKS GENERAL -100kLOAN REPMT	-	10,750	-	11,146	10,750	21,500	(10,750)	
1521069147090	LOAN REPAYMENT-1.4k	-	130,367	130,862	129,045	130,367	156,265	495	
	OTHER CAPITAL EXPENSES	-	141,117	167,532	140,191	174,917	302,446	(7,385)	
	TOTAL CAPITAL REVENUE	-	-	-	133,333	-	30,000	-	
	TOTAL CAPITAL EXPENSES	-	141,117	167,532	140,191	174,917	302,446	(7,385)	
	RESERVES	-	(141,117)	(167,532)	(6,858)	(174,917)	(272,446)	7,385	
OTHER SOURCES									
Fund Transfers									
1521069149991	TRANS. FROM RECREATION	-	-	-	85,385	-	41,000	-	
1521069149992	TRANS. FROM CORPORATE	-	-	-	140,500	-	84,850	-	
1521069149993	TRANS. FROM NSSRA	-	-	-	170,000	-	111,110	-	
		-	-	-	395,885	-	236,960	-	
RESERVES									
	Fund Balance-Beginning			145,208		145,208	145,208		
	Fiscal Year Reserves			(167,532)		(174,917)	(35,486)		
	Fund Balance-Ending			(22,324)		(29,709)	109,722		

NORTHFIELD PARK DISTRICT
 DETAILED BALANCE SHEET
 FOR PERIOD ENDING 12/31/11

ACCOUNT #	DESCRIPTION	12/31/11	12/30/10	\$ CHANGE	% CHANGE
ASSETS					
01-0-000-000-1000	OPERATING-NORTHVIEW	\$ 47,563.23	\$ 44,510.25	\$ 3,052.98	6.4%
01-0-000-000-1003	PETTY-NVB	1,278.87	1,364.37	(86)	-6.7%
01-0-000-000-1007	ILLINOIS FUNDS MONEY MARKET	544.32	544.13	0	0.0%
01-0-000-000-1008	IPDLAF	12,396.29	12,391.36	5	0.0%
01-0-000-000-1010	NORTHVIEW TAX ACCT	567,435.92	688,522.22	(121,086)	-21.3%
01-0-000-000-1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	-	0.0%
CASH		\$ 629,324.63	\$ 747,438.33	\$ (118,113.70)	-18.8%
01-0-000-000-1200	ACCOUNTS RECEIVABLE	\$ 6,247.59	\$ 5,365.59	882	14.1%
01-0-000-000-1300	PREPAID EXPENSES	-	(0.05)	0	#DIV/0!
	PROVIDED FOR LONG TERM DEBT	133,334.00	150,002	(16,668)	-12.5%
	PROVIDED FOR LONG TERM DEBT	705,106.25	1,145,000.00	(439,894)	-62.4%
	PROVIDED FOR 100k LOAN FOR EQU.		70,000.00	(70,000)	#DIV/0!
OTHER ASSETS		\$ 844,687.84	\$ 1,370,367.54	(525,680)	-62.2%
TOTAL ASSETS		\$ 1,474,012.47	\$ 2,117,805.87	\$ (643,793.40)	-43.7%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
0X-0-000-000-2000	ACCOUNTS PAYABLE	0.30	\$ 0.30	\$ -	
0X-0-000-000-2010	ACCRUED PAYROLL	0.01	0.01	\$ -	
0X-0-000-000-2100	FICA/FEDERAL WITHHOLDING	(8.04)	(8.04)	\$ -	
0X-0-000-000-2101	ILLINOIS TAX WITHHOLDING	(1.58)	(1.58)	\$ -	
0X-0-000-000-2102	IMRF	100.94	-	\$ 100.94	
0X-0-000-000-2105	HEALTH CARE FSA	(60.73)	15.59	\$ (76.32)	-489.5%
0X-0-000-000-2300	FAMILY CREDIT	946.50	1,151.50	\$ (205.00)	-17.8%
	LOAN-NORTHVIEW BANK	705,106.25	1,145,000.00	\$ (439,893.75)	
	LOAN-VILLAGE OF NORTHFIELD	133,334.00	150,002.00	\$ (16,668.00)	-11.1%
	LOAN-TO NVB TO PURCHASE EQUIP.		70,000.00	(70,000)	
TOTAL LIABILITIES		\$ 839,417.65	\$ 1,366,159.78	\$ (526,742.13)	
FUND EQUITY					
01-0-000-000-9000	FUND BALANCE	\$ 618,058.95	\$ 653,469.38	\$ (35,410.43)	-5.7%
	FUND SURPLUS (DEFICIT)	16,536.00	98,177	(81,641)	-493.7%
TOTAL FUND EQUITY		634,594.95	751,646	(117,051)	-4.99
TOTAL LIABILITIES AND FUND EQUITY		\$ 1,474,012.60	\$ 2,117,806.16	\$ (643,793.56)	-43.7%

January, 2012 Board Report
Submitted by: Jennifer Sweeney

Winter Registration

This winter the registration for classes was later than staff has seen in some time. So many parents were registering or trying to register the day before or the day the class was scheduled to start. This is very frustrating for staff, our contractors and other parents who registered in a timely manner and are relying on the class, especially for working parents. Staff is putting information regarding this in the spring/summer brochure and will be sending out an email to our Middlefork parents to ask for their cooperation.

Spring/Summer Brochure

Staff is currently working on the spring/summer brochure. The brochure will be mailed out the week of February 6th.

Spring/Summer Field Use

Staff will begin communicating with our three user groups regarding spring and summer use at Willow Park and Fox Meadow. We will be closing one of the fields at Willow again in the spring as we did in the fall and moving some of that use over to Fox Meadow.

Spring Lacrosse

Both our boys' and girls' spring lacrosse are run with the Winnetka and Glencoe Park Districts. We do utilize New Trier West for some practices and games. New Trier is planning on starting construction on the synthetic fields on May 19th. The space the girls use is the primary area that is being affected. They use that on Sundays for games. We have spoken with IGLA, who run the program, and they will be scheduling the games for May 20th and June 3rd as away games. They do not meet on May 27th and on June 10th have a Jamboree which will be at a different site. The boys' space should not be affected, but we will be meeting with New Trier staff next week to make sure this is all coordinated.

Summer Camp

Camp registration began on January 16th. We increased the number of pages of the Camp Brochure by four pages and made it a full color publication. The partial payment form is now included in the book so we hope more people will take advantage of the plan. With the increased pages we really tried to highlight deadlines and the importance of registering early.

The registration deadline this year is May 29th, but with camp starting a week later it is now almost 3 weeks prior to the start of camp. We will still take registration after this date as long as there is room, but we have increased the late fee to \$75 in hopes of encouraging parents to register by the deadline.

Other changes/additions include offering Sports Camp as only a half-day morning program. We just weren't getting enough campers in the all-day program. However if a family needs a camp option for afternoon we have added the option of registering for Trailblazers in the afternoon. We are also offering the option of a full day for Giggle Gang, but only for campers entering Kindergarten in the fall.

Northfield Park District
General Recreation/Facility Rental Report
January 2012
By Lara Piner

Programs

Winter enrichment programs began the week of January 9th. Enrollment for the winter session overall has been low. Kindergarten drawing and Skyline Studios were both cancelled. 1st-3rd High Touch High Tech Science and Young Chefs Academy are running with lower than typical numbers. On the flip side Kindergarten High Touch High Tech and Young Chefs Academy have very strong numbers, 14 and 13 respectively. Tumbling is solid with 9 participants and the 1st-3rd LEGO has 12 participants. There are fewer students this year than previous years attending Middlefork School which directly effects our enrollment. Staff has created a few ways to try and help earlier enrollment for programs.

Rentals

There are no Clarkson rentals for the month of January. There is one Resident's Center rental for the month of January.

Birthday Parties

There are three birthday party for the month of January.

Family Open Gym

Family Open Gym is a new offering that began on January 8th. This open gym is a designated time specifically for families with children ages 3rd grade and under. It runs every Sunday afternoon from 4:00-5:30 PM in the Middlefork Gym. Parents must supervise their children and a bag of sporting equipment will be provided . It is free to residents and \$10 per family for non-residents. It will run every Sunday until March 18th. On Jan. 8th there were no participants and on Jan. 15th there was a mother and child that utilized it.

Seniors

On Thursday, January 12th the seniors had their annual potluck lunch. Eleven members attended and everyone brought a delicious dish to share. Next up is the annual Bingo luncheon at Hackney's to celebrate Valentine's Day.

Special Events

Winter Carnival will be held on January 21st. We will be running skating and saucer races as well as playing BINGO inside the lodge. People can make s'mores at the outdoor fireplace and the kids will have a chance to compete in the snow sculpture competition.

January, 2012 Board Report
Submitted by: Neal Barron

Winter Athletics

Our after school athletic programs are underway. Our 1st/2nd grade super sports program is once again at capacity and continues to be our most popular sports class. We are offering two different basketball programs for our pre-kindergarten age children. For the second year in a row we are offering a “Junior Panther” class for children at Middlefork which allows the children to play basketball in our main gym with a scoreboard and numbered t-shirts. Due to lack of on-time registrations we combined two different floor hockey classes.

Baseball Academy

Loyal Park is now giving lessons three nights a week. Flyers have been sent to former clients as well as all KWBA participants as a means to try and generate more cliental.

Ice Rink

Due to the warm weather the ice rink has only be open for a couple of days. We are hoping it is available for skating for our Winter Carnival and for some time after that.

Gym Rentals/Open Gym

Our gym continues to get used by a handful of organizations on a regular basis. Alvin Chiang continues with his badminton, Wildkits is a large volleyball rental, and Hoops4Health is our main basketball rental. We are leaving at least one hour for open gym on Saturdays and Sundays. We are now also offering a Family Open Gym on Sundays from 4:00-5:30 in our smaller gym. Parents must stay to supervisor their children. We are supplying equipment for the families to play with in the gym.

Fitness Center

We have had a couple minor repairs to our equipment to replace an electric cord and replace a cracked cup holder. All work is covered under our extended warranties. Direct Fitness, our equipment provider, also taught us a cleaning technique on the treadmills to help decrease excess noise.

January 2012
Northfield Park District Board Meeting
Parks & Facilities Report
Submitted by Bill Byron

Willow Park

- Growth covers were placed on the badly worn areas of the sports fields in late November to help encourage faster germination of the seed in the spring.
- Snow removal in the parking lots and around the park, although infrequent this year, has gone smoothly.
- Tree trimming was completed around the holidays by Glenwood Tree Experts. They removed nearly all of the infected ash trees in the park. Two ash trees that are not badly infected will be budgeted for removal next year.

Clarkson Park

- The ice rink is finally open after an unusually warm winter thus far. We first opened on Monday, January 16, and hope to have a safe surface for the Winter Carnival on January 21.
- Tree trimming was also recently completed at Clarkson Park, with all of the ash trees being removed there.

Community Center

- We are working on the first phase of our ADA enhancements this winter. So far we have focused on bringing our bathrooms up to the standards, as well as all of the interior and exterior doors. Other things we are working on in this phase include lowering countertops and sinks, removing cabinets in certain areas, adding ADA lockers and benches to the locker rooms, updating our signage, and sidewalk/parking lot work.

Fox Meadow

- Integrated Lakes Management (ILM) was not able to complete a prescribed burn at Fox Meadow this fall due to unfavorable weather conditions. Based on the work they have done removing and killing the invasive species in the wetland, they believe that a spring burn will be equally, if not more beneficial to the site. Kara from ILM sent us a detailed report on the progress they have made thus far, and why they were not able to burn in the fall. She also is willing to discuss this with the Fox Meadow homeowners if they have concerns as to how we are managing the site.