

NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, JANUARY 22, 2018



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, JANUARY 22, 2018
NORTHFIELD COMMUNITY CENTER
BOARD ROOM 6:30 PM**

AGENDA

1. Roll Call
2. Approval / Additions to Agenda
3. Audience Comments
4. Correspondence
5. Director's Report
 - a. Sexual Discrimination- Harassment Policy
 - b. Informational Items
6. Consent Agenda
 - a. Approval of Cash Expenditures for Month of November 2017 (copy for review will be available at the meeting).
 - b. Approval of Cash Expenditures for Month of December 2017 (copy for review will be available at the meeting).
 - c. Approval of Board Meeting Minutes 11/27/17
7. Agency Reports
 - a. Finance (November & December 2017)
 - b. Recreation & Parks
8. Adjournment

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's Administrative Office, 401 Wagner Road, Northfield, IL Monday through Friday from 9:00 a.m. to 5:00 p.m. at least 48 hours prior to the meeting. Telephone number 847-446-4428; Fax number 847-446-4431. Access for the hearing impaired is through Illinois Relay Services at 1-800-526-0857; requests for a qualified interpreter require five (5) working days advance notice.

CORRESPONDENCE

DIRECTOR'S REPORT

To: Park Board of Commissioners
From: George Alexoff
Subject: Sexual Harassment & Anti-Harassment Policy and Ordinance
Date: January 16, 2018

The State Legislation passed an updated Sexual Harassment and Anti-Harassment Policy. By law, the District is required to update its policy to meet the new requirements.

You will find attached the recommended changes to the District policy manual. I have highlighted all the changes in red for your review.

I would ask for a motion to approve the attached Ordinance 1-22-18-01.

NORTHFIELD PARK DISTRICT

ORDINANCE 01-22-18-01

AN ORDINANCE ADOPTING A NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

WHEREAS, the Illinois General Assembly recently enacted Public Act 100-0554, an Act concerning government, which took effect November 16, 2017 (“Act”); and

WHEREAS, pursuant to the Act, each governmental unit shall adopt an ordinance or resolution establishing a policy to prohibit sexual harassment; and

WHEREAS, the Act establishes certain provisions that must be included in any policy prohibiting sexual harassment; and

WHEREAS, the Northfield Park District (“Park District”) has previously adopted a series of policies, including a Non-Discrimination and Anti-Harassment Policy, that prohibit, among other things, discrimination, harassment, and retaliation; and

WHEREAS, the Park District, a governmental unit as that term is defined under the Act, desires to amend said policies in order to comply with the requirements of P.A. 100-0554.

NOW, THEREFORE be it and it is hereby ordained by the Board of Park Commissioners of the Northfield Park District, Cook County, Illinois, as follows:

Section 1: The Park Board hereby finds that all of the recitals contained in the preamble to this Ordinance are true and correct and hereby incorporates said preambles in this Ordinance as if fully set forth herein.

Section 2: The policy entitled “Non-Discrimination and Anti-Harassment Policy” attached hereto as Exhibit A is hereby adopted.

Section 3: All prior existing policies of the Park District prohibiting sexual harassment shall be superseded by the policy entitled “Non-Discrimination and Anti-Harassment Policy” attached hereto as Exhibit A.

Section 4: This Ordinance shall be in full force and effect from and after its passage, as provided by law.

Section 5: All prior ordinances, resolutions, motions, orders in conflict herewith are hereby repealed to the extent of the conflict.

Passed this 22nd day of January, 2018 upon roll call vote as follows:

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Steven Bickford, President
Board of Park Commissioners
Northfield Park District

Attest:

George Alexoff, Secretary
Board of Park Commissioners
Northfield Park District

1-2 NON-DISCRIMINATION AND ANTI-HARASSMENT

The Park District is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that prohibits discriminatory practices, including harassment. The Park District expects that all relationships among persons in the workplace to be business-like and free of bias, prejudice and harassment.

It is the responsibility of each and every employee, officer, official, park commissioner, agent, volunteer, and vendor of the Park District as well as anyone using the Park District's facilities, to refrain from sexual harassment, discrimination or harassment of any kind. The Park District will not tolerate sexual harassment, discrimination or harassment of any kind by any of its employees, elected officials, agents, vendors, suppliers, contractors, volunteers or persons using Park District programs or facilities. Actions, words, jokes, or comments based on an individual's sex, race, color, national origin, age, disability, handicap, citizenship, marital status, veteran status, religion, sexual orientation or any other legally protected characteristic will not be tolerated.

This policy should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, sexual orientation, or any other protected characteristic, from participating in business or work-related social activities or discussions in order to avoid allegations of harassment. The law and policies of the Park District prohibit disparate treatment on the basis of sex, sexual orientation, or any other protected characteristic, with regard to terms, conditions, privileges and prerequisites of employment. The prohibition against harassment, discrimination and retaliation are intended to complement and further these policies, not to form the basis of an exception to them.

- A. The Park District strictly prohibits sexual harassment. Sexual harassment may occur whenever there are unwelcome sexual advances, requests for sexual favors, or any other verbal, physical, or visual conduct of a sexual nature when:
1. Submission to the conduct is made either implicitly or explicitly as a term or condition of the individual's employment;
 2. Submission to or rejection of the conduct by an individual is used as the basis for ~~an~~ employment decision affecting ~~the harassed employee~~the individual; or
 3. The ~~harassment conduct~~ has the purpose or effect of substantially interfering with ~~the employee's an individual~~ work performance or ~~creates~~ creating an intimidating, hostile, or offensive working environment ~~for the employee.~~

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering; catcalls or touching; insulting or obscene comments or gestures; display or circulation in the

workplace of sexually suggestive objects or pictures (including through e-mail); and other physical, verbal or visual conduct of a sexual nature.

- B. **Harassment on the basis of any other protected characteristic** is also strictly prohibited. Under this policy, harassment is verbal, ~~or physical~~ or visual conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, sex, sexual orientation, age, national origin, disability, citizenship, marital status, veteran status, or any other characteristic protected by law or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive work environment; (ii) has the purpose or effect of unreasonably interfering with an individual's work performance; or (iii) otherwise adversely affects an individual's employment opportunities. Harassing conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail). ~~Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, professional conferences,~~

Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, professional conferences, business meetings and business-related social events.

Any employee engaging in practices or conduct constituting sexual harassment, discrimination or harassment of any kind shall be subject to disciplinary action, up to and including discharge.

RETALIATION IS PROHIBITED: The Park District prohibits retaliation against any individual who reports discrimination or harassment, participates in an investigation of such reports, or files a charge of discrimination or harassment. Retaliation against an individual for reporting harassment or discrimination, for participating in an investigation of a claim of harassment or discrimination, or for filing a charge of discrimination or harassment is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action.

REPORTING PROCEDURE: The Park District strongly urges the reporting of all incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position as set forth in the comprehensive Non-Discrimination and Anti-Harassment Policy, attached to the Manual as Appendix A. Early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment or discrimination. While no fixed reporting period has been established, the Park District strongly urges the prompt reporting of complaints or concerns so that rapid and constructive action can be taken.

Employees who have experienced conduct they believe is contrary to this policy have an obligation to take advantage of this reporting procedure outlined in Appendix A. An employee's failure to report any incidents of harassment, discrimination or retaliation could affect his or her rights in pursuing legal action. Complaints should be reported to any Supervisory or Administrative Personnel (refer to Appendix A for Procedures for Filing a Complaint). It is not necessary that the conduct be directed at you for you to make a complaint. No employee making a complaint will be retaliated against even if the complaint is not substantiated, provided the complaint was made in

good faith. In addition, witnesses will not be retaliated against if their testimony is made in good faith.

Any Supervisory or Administrative Personnel who become aware of any possible conduct constituting sexual harassment, discrimination or harassment of any kind of or by or against any of its employee should immediately advise the Executive Director. The Executive Director, or his designee, will investigate the conduct and resolve the matter as soon as possible.

All employees are encouraged to report incidents of harassment, regardless of who the offender may be or whether or not you are the intended victim.

The policy described above is a summary of the Park District's comprehensive Non-Discrimination and Anti-harassment Policy which is attached to the Manual as Appendix A.

[This policy and the Non-Discrimination and Anti-Harassment Policy attached to the Manual as Appendix A do not preclude an individual from exercising his/her rights or invoking his/her protections afforded by the Illinois Human Rights Act, State Officials and Employees Ethics Act, Whistleblowers Act or any other applicable law.](#)

APPENDIX A NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

INTRODUCTION: The Park District is committed to a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere that prohibits discriminatory practices, including harassment. The Park District expects that all relationships among persons in the workplace to be business-like and free of bias, prejudice and harassment.

It is the responsibility of each and every employee, officer, official, park commissioner, agent, volunteer, and vendor of the Park District as well as anyone using the Park District's facilities, to refrain from sexual and other harassment. The Park District will not tolerate sexual or any other type of harassment of or by any of its employees and elected officials. Actions, words, jokes, or comments based on an individual's sex, race, national origin, color, age, religion, disability, sexual orientation, citizenship, marital status, veteran status, or any other legally protected characteristic will not be tolerated.

This policy should not, and may not, be used as a basis for excluding or separating individuals of a particular sex, race, national origin, color, age, religion, disability, sexual orientation, citizenship, marital status, veteran status, or any other protected characteristic, from participating in business or work-related social activities or discussions in order to avoid allegations of harassment. The law and policies of the Park District prohibit disparate treatment on the basis of sex, race, national origin, color, age, religion, disability, sexual orientation, citizenship, marital status, veteran status, or any other protected characteristic, with regard to terms, conditions, privileges and prerequisites of employment. The prohibition against harassment, discrimination and retaliation are intended to complement and further these policies, not to form the basis of an exception to them.

DEFINITIONS OF HARASSMENT:

1. Sexual harassment is strictly prohibited. Sexual harassment may occur whenever there are any unwelcome sexual advances, requests for sexual favors, or any other verbal, physical, or visual conduct of a sexual nature when:
 - a. Submission to the conduct is made either implicitly or explicitly a term or condition of the individual's employment;
 - b. Submission to or rejection of the conduct by an individual is used as the basis for an employment decisions affecting the harassed employee individual; or
 - c. The harassment—conduct has the purpose or effect of substantially interfering with the employee's individual's work for performance or creates-creating an intimidating, hostile, or offensive working environment for the employee.

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering; catcalls or touching; insulting or obscene comments or gestures; display or circulation in the workplace of sexually suggestive objects or pictures (including through e-mail); and other physical, verbal or visual conduct of a sexual nature.

2. Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, sex, sexual orientation, age, national origin, disability or any other characteristic protected by law or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive work environment; (ii) has the purpose or effect of unreasonably interfering with an individual's work performance; or (iii) otherwise adversely affects an individual's employment opportunities.

Harassing conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through e-mail and other electronic communication).

Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, professional conferences, business meetings and business-related social events.

Note:

Any employee engaging in practices or conduct constituting sexual harassment, discrimination or harassment of any kind shall be subject to disciplinary action, up to and including discharge.

RETALIATION IS PROHIBITED: The Park District prohibits retaliation against any individual who reports discrimination or harassment, participates in an investigation of such reports, or files a charge of discrimination or harassment. Retaliation against an individual for reporting harassment or discrimination, for participating in an investigation of a claim of harassment or discrimination, or for filing a charge of discrimination or harassment is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action.

REPORTING PROCEDURE: The Park District strongly urges the reporting of all incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment or discrimination. While no fixed reporting period has been established, the Park District strongly urges the prompt reporting of complaints or concerns so that rapid and constructive action can be taken.

The availability of this reporting procedure does not preclude individuals who believe they are subject to harassing or discriminatory conduct from promptly advising the offender that his/~~her or her~~ behavior is unwelcome and requesting that it be discontinued.

If you experience or witness harassment or discrimination of any kind, you should deal with the incident(s) as directly and firmly as possible by clearly communicating your position to the offending person, your immediate supervisor, your department head, and/or the Executive Director. You should also document or record each incident (what was said or done, by whom, the date, time and place, and any witnesses to the incident). Written records such as letters, notes, memos, e-mails, and telephone messages, can strengthen documentation. It is not necessary that the harassment be directed at you to make a complaint.

DIRECT COMMUNICATION WITH OFFENDER: If there is harassing or discriminatory behavior in the workplace, you should directly and clearly express your objection to the offending person(s) regardless of whether the behavior is directed at you. If you are the harassed employee, you should clearly state that the conduct is unwelcome and the offending behavior must stop. However, you are not required to directly confront the person who is the source of your report, question, or complaint before reporting the incident. The initial communication to the offender may be oral or written, but documentation of the notice should be made, and any subsequent communications to the offender should be in writing.

REPORT TO SUPERVISORY AND ADMINISTRATIVE PERSONNEL: At the same time direct communication is undertaken, or in the event you feel threatened or intimidated by the offending person, you should promptly report the offending behavior to your immediate supervisor, department head or the Executive Director. If you feel uncomfortable doing so, or if your immediate supervisor and/or department head is the source of the problem, condones the problem or ignores the problem, you should report directly to the Executive Director. If the Executive Director is the source of the problem, condones the problem, or ignores the problem, you should contact the President of the Board of Park Commissioners.

REPORT TO EXECUTIVE DIRECTOR/PRESIDENT OF THE BOARD OF PARK COMMISSIONERS: An employee may also report incidents of harassment or discrimination directly to the Executive Director. The Executive Director or his/her designee will promptly investigate the facts and take corrective action when an allegation is determined to be valid. If your complaint alleges harassment by the Executive Director, or if the Executive Director condones the problem or ignores the problem, you should immediately report the incident or incidents in writing directly to the President of the Board of Park Commissioners. An investigation will be conducted and appropriate action will be taken when an allegation is determined to be valid. At no time will personnel involved in the alleged harassment conduct the investigation.

HARASSMENT ALLEGATIONS AGAINST NON-EMPLOYEES/THIRD PARTIES: If you make a complaint alleging harassment or discrimination against an agent, vendor, supplier, contractor, volunteer or person using Park District programs or facilities, the Executive Director will investigate the incident(s) and determine the appropriate action, if any. The Park District will make reasonable effort to protect you from further contact with such persons. Please recognize, however, that the Park District has limited control over the actions of non-employees.

Important Notice To All Employees

Employees who have experienced conduct they believe is contrary to this policy have an obligation to take advantage of this reporting procedure. An employee's failure to fulfill this obligation could affect his or her rights in pursuing legal action.

RESPONSIBILITY OF SUPERVISORS AND WITNESSES: Any supervisor who becomes aware of any possible sexual or other harassment or discrimination of or by any employee should immediately advise the Executive Director. The Executive Director will investigate the conduct and resolve the matter as soon as possible. All employees are encouraged to report incidents of harassment, regardless of who the offender may be or whether or not you are the intended victim.

THE INVESTIGATION: Any reported allegations of harassment, discrimination or retaliation will be investigated promptly. The Park District will make every reasonable effort to conduct an investigation in a responsible and confidential manner. However, it is impossible to guarantee absolute confidentiality. The investigation may include individual interviews with the parties involved, and where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge. The Park District reserves the right and hereby provides notice that third parties may be used to investigate claims of harassment. You must cooperate in any investigation of workplace wrongdoing or risk disciplinary action, up to and including dismissal. No employee making a complaint will be retaliated against even if the complaint is not substantiated, provided the complaint was made in good faith. In addition, witnesses will not be retaliated against if their testimony is made in good faith.

RESPONSIVE ACTION: The Park District will determine what constitutes harassment, discrimination or retaliation based on a review of the facts and circumstances of each situation. Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include, for example, training, referral to counseling and/or disciplinary action such as warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay or termination, as the Park District believes appropriate under the circumstances.

FALSE AND FRIVOLOUS COMPLAINTS: Given the possibility of serious consequences for an individual accused of sexual discrimination or harassment, complaints made in bad faith or otherwise false and frivolous charges are considered severe misconduct and may result in disciplinary action, up to and including dismissal.

While we hope to be able to resolve any complaints of harassment within the Park District, we acknowledge your right to contact the Illinois Department of Human Rights (IDHR) at the James R. Thompson Center, 100 West Randolph Street, Suite 10-100, Chicago, Illinois 60601, about filing a formal complaint, and, if it determines that there is sufficient evidence of harassment to proceed further, it will file a complaint with the Illinois Human Rights Commission (HRC), located at the same address on the fifth floor. If the IDHR does not complete its investigation within 365 days, you may file a complaint directly with the HRC between the 365th and the 395th day.

[LEGAL REMEDIES: This Non-Discrimination and Anti-Harassment Policy does not preclude an individual from exercising all of his/her rights or invoking his/her protections afforded by the Illinois Human Rights Act, State Officials and Employees Ethic Act, Whistleblower Act or any other applicable law.](#)

State of Illinois)
) ss.
County of Cook)

SECRETARY’S CERTIFICATE

I, the undersigned, do hereby certify that I am Secretary of the Board of Park Commissioners of the Northfield Park District, Cook County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District.

I further certify that the foregoing is a full, true and complete copy of Ordinance No. 01-22-18-01, titled,

AN ORDINANCE ADOPTING A NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Northfield Park District, held at Northfield, Illinois, in said District at 6:30 p.m. on the 22nd day of January, 2018.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location at which said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

In witness whereof, I hereunto affix my official signature and the seal of said Northfield Park District, Illinois, this 22nd day of January, 2018.

George Alexoff, Secretary
Board of Commissioners
Northfield Park District

DISTRICT SEAL

To: Park Board of Commissioners
From: George Alexoff
Subject: Informational Items
Date: January 16, 2018

School Dist 29 / Park District Meeting

Director Alexoff and Commissioner O'Grady met with the School District staff on January 17th, 2018.

The School District is currently working on the following:

- Punch List Items for Sunset Ridge School
- Middlefork School Feasibility Study. Two million dollars has been allocated.
- Facility Use Policy for Indoor and Outdoor Space including establishment of a Fee Structure
- Landscaping Agreement for the District

The Park District followed up on the feasibility of utilizing Middlefork School Kindergarten Classrooms for Summer Day Camp use in 2018. Dr. Stange asked us to follow up with Dr. Green on the request. Bill and Jim will handle this.

Village Sign Regulations and Codes

Staff is working on determining all potential sign needs for the District. Once completed we will meet with Village staff to begin determining how our needs and the Village codes on signage can be developed. Our first meeting is scheduled for early February.

Market and Music Update

Bill Byron will provide you with a verbal update at the meeting.

Northfield Parks Foundation Open Houses

I will be hosting an open house on Wednesday January 24 @ 7 P.M. and Saturday January 27 @ 10 A.M. at the Community Center. The purpose is to talk to community members about ways they can get involved in the Parks Foundation moving forward.

CONSENT AGENDA

**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, NOVEMBER 27, 2017
NORTHFIELD COMMUNITY CENTER
CONFERENCE ROOM 6:30 PM**

The meeting was called to order at 6:30 p.m. and a roll call was taken.
Present: Commissioners –Bickford, Zieziula, Klein, Bramlage, Beil
Also present staff members: Alexoff, Guillen, Byron,
Absent: Commissioners: Knight, O’Grady and Treasurer Morrell

Approval / Additions to Agenda

None

Audience Comments

Ron Amen, Auditor from Lauterbach & Amen Firm

Correspondence

None

Director’s Report

Commissioner Knight arrived at 6:35P.M.

a. Fund Balance Policy Update

The District allocates emergency funds to be 25% of actual annual expenditures. The policy needs to be revised to match our practice. Director Alexoff recommended approving the Fund Balance Policy as presented.

Commissioner Klein made a motion to approve the updated Fund Balance Policy. Commissioner Bramlage seconded the motion. A roll vote call was made

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O’Grady

Abstain: Commissioners: None

Motion passed

b. Year Ending June 30, 2017 Audit Report

Auditor Ron Amen discussed the audit process with the board and commended the finance team for a job well done in record keeping and accessibility.

Director Alexoff discussed the fact that in an effort to comply with auditing standards the budget approval may have changes after it has been approved in tentative form to include any expenses that were to occur in the prior fiscal year but for one reason or another were delayed. This will eliminate prior year (approved) expenses being booked in the upcoming fiscal year.

Commissioner Bickford made a motion to approve and file the June 30, 2017 Audit Report.

Commissioner Zieziula seconded the motion. A roll vote call was made

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O'Grady

Abstain: Commissioners: None

Motion passed

Auditor Ron Amen left at 6:43 pm

c. 2017 Tax Levy Ordinance 11-27-17-01

Director Alexoff discussed the recommended 2017 Tax Levy be approved as presented.

After discussion, Commissioner Knight made a motion to approve proposed 2017 Tax Levy Ordinance 11-27-17-01.

Commissioner Beil seconded the motion. A roll vote call was made.

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O'Grady

Abstain: Commissioners: None

Motion passed

d. Credit Card Resolution 11-27-17-01

Director Alexoff discussed the District switching the agency credit card provider from Chase to First National Bank of Omaha.

After discussion, Commissioner Beil made a motion to approve the Credit Card Resolution 11-27-17-01.

Commissioner Zieziula seconded the motion. A roll vote call was made

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O'Grady

Abstain: Commissioners: None

Motion passed

e. Informational Items

School District 29/ Park Meeting

Middlefork School will be conducting a feasibility study.

The park district has requested the use of the Kindergarten Classrooms for Day

December Meeting

There will not be a December board meeting.

Consent Agenda

- a. **Approval of Board Meeting Minutes 11/27/17**
- b. **Approval of Cash Expenditures for Month of October (copy for review will be available at the meeting).**

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

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O'Grady

Abstain: Commissioners: None

Motion passed

Agency Reports

a. Finance

Director Alexoff reported that we are tracking well to date.

b. Recreation / Park Grounds and Facility

Superintendent Byron highlighted some items from the recreation report as follows:

- The Park District is working on an agreement with the Winnetka Park District to allow Northfield residents, resident rates for Winnetka Beach Passes. In turn Winnetka residents can purchase Fitness Memberships at resident rates.
- All fall sports are completed and the parks are being winterized.
- Rentals for Clarkson Park are closed
- Demo for the Clarkson Park kitchen renovation has begun; it will be more caterer friendly. The work will be done during the winter.
- Decorations are being set up for Holiday Fest on December 9th
- The additional security cameras budgeted for have been installed.
- School District landscape at Sunset Ridge is beyond the Northfield Park District current staffing capabilities. The Park District will provide a proposal to landscape Middlefork School.
- Birthday parties are picking up
- Boo Bash was a great success

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the meeting at 7:17 pm.

Commissioner Beil seconded the motion. A roll vote call was made

Voting Aye: Commissioners: Bickford, Knight, Zieziula, Klein, Bramlage, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: O'Grady

Abstain: Commissioners: None

Motion passed

AGENCY REPORTS

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 11/30/2016	YTD BALANCE 11/30/2017	YEAR-TO-DATE THRU 11/30/17	2017-18 AMENDED BUDGET	
Fund 01 - CORPORATE FUND						
Revenues						
01 3010	TAXES	320,871.96	318,434.84	329,715.74	712,000.00	(11,280.90)
01 3070	BANK INTEREST	375.31	639.72	254.82	1,100.00	384.90
01 3091	NSSRA REIMBURSEMENT	0.00	0.00	0.00	6,695.00	0.00
01 3099	MISCELLANEOUS REVENUE	323.18	123.58	132.95	1,500.00	(9.37)
TOTAL REVENUES		321,570.45	319,198.14	330,103.51	721,295.00	(10,905.37)
Expenditures						
01 4008	FT SALARIES	99,579.59	113,743.08	112,316.00	318,236.08	1,427.08
01 4009	PT SALARIES	34,476.86	28,004.96	28,337.37	74,637.80	(332.41)
01 4015	HEALTH INSURANCE	24,898.10	28,084.34	28,500.00	72,432.78	(415.66)
01 4026	GAS / MILEAGE REIMBURSEMENT	2,709.67	2,677.00	3,130.77	7,400.00	(453.77)
01 4050	DUES & EDUCATION	4,675.82	1,139.09	4,669.28	17,405.00	(3,530.19)
01 4099	MISC -EXP	7,499.76	5,965.67	4,200.05	12,750.00	1,765.62
01 5022	PHONE	2,675.01	2,752.01	2,957.17	7,020.00	(205.16)
01 5023	INTERNET / CABLE	1,923.71	2,069.08	2,000.00	4,800.00	69.08
01 5030	PRINTING	8,722.57	0.00	0.00	0.00	0.00
01 5035	MARKETING	0.00	5,870.23	11,458.35	27,500.00	(5,588.12)
01 5040	LEGAL & PROFESSIONAL	2,345.00	1,146.63	3,750.00	7,500.00	(2,603.37)
01 5060	CONTRACTUAL	10,847.76	13,611.91	13,567.17	44,909.00	44.74
01 6010	SMALL EQUIPMENT	1,110.48	1,843.48	1,041.85	5,000.00	801.63
01 6021	SUPPLIES	1,270.00	772.93	3,234.93	7,175.00	(2,462.00)
01 6025	POSTAGE	1,407.22	568.00	2,508.17	4,420.00	(1,940.17)
01 6070	SAFETY	515.74	458.28	922.17	2,475.00	(463.89)
01 9992	FUND TRANSFER	0.00	0.00	0.00	95,000.00	0.00
TOTAL EXPENDITURES		204,657.29	208,706.69	222,593.28	708,660.66	(13,886.59)
Fund 01 - CORPORATE FUND:						
TOTAL REVENUES		321,570.45	319,198.14	330,103.51	721,295.00	(10,905.37)
TOTAL EXPENDITURES		204,657.29	208,706.69	222,593.28	708,660.66	(13,886.59)
NET OF REVENUES & EXPENDITURES		116,913.16	110,491.45	107,510.23	12,634.34	2,981.22
BEG. FUND BALANCE		224,781.24	193,593.43	193,593.43	193,593.43	
END FUND BALANCE		341,694.40	304,084.88	301,103.66	206,227.77	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE THRU 11/30/17	2017-18 AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 03 - RECREATION						
Revenues						
03 3010	TAXES	22,351.21	24,223.11	24,506.92	54,000.00	(283.81)
03 3020	USER FEES	412,984.35	520,675.88	438,616.36	595,166.10	82,059.52
03 3030	RENTAL	86,854.75	65,583.30	69,103.25	256,820.00	(3,519.95)
03 3050	CONCESSION REVENUE	1,822.45	13,384.34	10,283.35	13,400.00	3,100.99
03 3060	CONTRIBUTIONS	0.00	29,100.00	11,575.00	19,050.00	17,525.00
TOTAL REVENUES		524,012.76	652,966.63	554,084.88	938,436.10	98,881.75
Expenditures						
03 4008	FT SALARIES	45,393.19	56,013.03	55,654.95	144,702.82	358.08
03 4009	PT SALARIES	104,417.81	116,735.94	131,075.57	213,544.25	(14,339.63)
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
03 5021	ELECTRICITY	15,391.11	9,877.26	17,692.37	39,500.00	(7,815.11)
03 5024	WATER	650.59	722.00	659.17	4,700.00	62.83
03 5025	GAS	237.25	142.56	194.57	5,000.00	(52.01)
03 5035	MARKETING	0.00	715.48	3,337.50	6,100.00	(2,622.02)
03 5060	CONTRACTUAL	107,868.82	115,754.83	130,930.08	230,923.15	(15,175.25)
03 5061	REPAIR & MAINTENANCE	44,108.25	26,237.86	34,173.35	68,020.00	(7,935.49)
03 6010	SMALL EQUIPMENT	3,112.36	299.00	3,587.96	8,075.00	(3,288.96)
03 6020	EQUIPMENT PURCHASES	0.00	7,019.96	30,935.00	30,935.00	(23,915.04)
03 6021	SUPPLIES	36,634.20	34,983.83	41,638.40	98,163.46	(6,654.57)
03 6050	CONCESSION SUPPLIES	0.00	7,315.43	1,658.35	4,450.00	5,657.08
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
TOTAL EXPENDITURES		357,682.33	375,817.18	451,537.27	939,113.68	(75,720.09)
Fund 03 - RECREATION:						
TOTAL REVENUES		524,012.76	652,966.63	554,084.88	938,436.10	98,881.75
TOTAL EXPENDITURES		357,682.33	375,817.18	451,537.27	939,113.68	(75,720.09)
NET OF REVENUES & EXPENDITURES		166,330.43	277,149.45	102,547.61	(677.58)	174,601.84
BEG. FUND BALANCE		257,930.41	303,954.37	303,954.37	303,954.37	
END FUND BALANCE		424,260.84	581,103.82	406,501.98	303,276.79	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 11/30/2016	YTD BALANCE 11/30/2017	YEAR-TO-DATE THRU 11/30/17	2017-18 AMENDED BUDGET	
Fund 05 - SPECIAL -NSSRA						
Revenues						
05 3010	TAXES	73,284.17	71,113.87	70,419.94	158,000.00	693.93
TOTAL REVENUES		<u>73,284.17</u>	<u>71,113.87</u>	<u>70,419.94</u>	<u>158,000.00</u>	<u>693.93</u>
Expenditures						
05 4008	FT SALARIES	7,708.42	8,192.59	8,139.06	21,423.98	53.53
05 4009	PT SALARIES	841.12	519.52	832.60	1,968.00	(313.08)
05 7010	NSSRA -EXPENSE	29,419.26	30,957.05	41,941.97	92,827.58	(10,984.92)
05 9992	FUND TRANSFER	0.00	0.00	0.00	49,686.00	0.00
TOTAL EXPENDITURES		<u>37,968.80</u>	<u>39,669.16</u>	<u>50,913.63</u>	<u>165,905.56</u>	<u>(11,244.47)</u>
Fund 05 - SPECIAL -NSSRA:						
TOTAL REVENUES		73,284.17	71,113.87	70,419.94	158,000.00	693.93
TOTAL EXPENDITURES		<u>37,968.80</u>	<u>39,669.16</u>	<u>50,913.63</u>	<u>165,905.56</u>	<u>(11,244.47)</u>
NET OF REVENUES & EXPENDITURES		35,315.37	31,444.71	19,506.31	(7,905.56)	11,938.40
BEG. FUND BALANCE		144,494.78	146,212.63	146,212.63	146,212.63	
END FUND BALANCE		179,810.15	177,657.34	165,718.94	138,307.07	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE	2017-18	VARIANCE
				THRU 11/30/17	AMENDED BUDGET	ACTUAL/BUDGET
Fund 07 - AUDITING						
Revenues						
07 3010	TAXES	5,495.92	5,589.91	5,189.13	12,500.00	400.78
TOTAL REVENUES		<u>5,495.92</u>	<u>5,589.91</u>	<u>5,189.13</u>	<u>12,500.00</u>	<u>400.78</u>
Expenditures						
07 5040	LEGAL & PROFESSIONAL	8,600.00	0.00	4,930.00	8,700.00	(4,930.00)
TOTAL EXPENDITURES		<u>8,600.00</u>	<u>0.00</u>	<u>4,930.00</u>	<u>8,700.00</u>	<u>(4,930.00)</u>
<hr/>						
Fund 07 - AUDITING:						
TOTAL REVENUES		5,495.92	5,589.91	5,189.13	12,500.00	400.78
TOTAL EXPENDITURES		8,600.00	0.00	4,930.00	8,700.00	(4,930.00)
NET OF REVENUES & EXPENDITURES		(3,104.08)	5,589.91	259.13	3,800.00	5,330.78
BEG. FUND BALANCE		13,503.43	17,055.20	17,055.20	17,055.20	
END FUND BALANCE		10,399.35	22,645.11	17,314.33	20,855.20	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE THRU 11/30/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 09 - LIABILITY INSURANCE						
Revenues						
09 3010	TAXES	16,305.57	16,148.43	18,440.98	36,500.00	(2,292.55)
TOTAL REVENUES		<u>16,305.57</u>	<u>16,148.43</u>	<u>18,440.98</u>	<u>36,500.00</u>	<u>(2,292.55)</u>
Expenditures						
09 4008	FT SALARIES	1,576.80	1,651.62	1,655.75	4,305.00	(4.13)
09 7020	LIABILITY INSURANCE	12,224.05	12,775.50	13,082.90	32,194.26	(307.40)
TOTAL EXPENDITURES		<u>13,800.85</u>	<u>14,427.12</u>	<u>14,738.65</u>	<u>36,499.26</u>	<u>(311.53)</u>
<hr/>						
Fund 09 - LIABILITY INSURANCE:						
TOTAL REVENUES		16,305.57	16,148.43	18,440.98	36,500.00	(2,292.55)
TOTAL EXPENDITURES		<u>13,800.85</u>	<u>14,427.12</u>	<u>14,738.65</u>	<u>36,499.26</u>	<u>(311.53)</u>
NET OF REVENUES & EXPENDITURES		2,504.72	1,721.31	3,702.33	0.74	(1,981.02)
BEG. FUND BALANCE		19,243.12	20,620.96	20,620.96	20,620.96	
END FUND BALANCE		21,747.84	22,342.27	24,323.29	20,621.70	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE	2017-18	VARIANCE
				THRU 11/30/17	AMENDED BUDGET	ACTUAL/BUDGET
Fund 11 - SOCIAL SECURITY						
Revenues						
11 3010	TAXES	21,435.30	14,078.17	18,348.81	31,500.00	(4,270.64)
TOTAL REVENUES		<u>21,435.30</u>	<u>14,078.17</u>	<u>18,348.81</u>	<u>31,500.00</u>	<u>(4,270.64)</u>
Expenditures						
11 4011	WITHOLDING	21,666.83	22,826.58	23,562.77	58,291.31	(736.19)
TOTAL EXPENDITURES		<u>21,666.83</u>	<u>22,826.58</u>	<u>23,562.77</u>	<u>58,291.31</u>	<u>(736.19)</u>
Fund 11 - SOCIAL SECURITY:						
TOTAL REVENUES		21,435.30	14,078.17	18,348.81	31,500.00	(4,270.64)
TOTAL EXPENDITURES		<u>21,666.83</u>	<u>22,826.58</u>	<u>23,562.77</u>	<u>58,291.31</u>	<u>(736.19)</u>
NET OF REVENUES & EXPENDITURES		(231.53)	(8,748.41)	(5,213.96)	(26,791.31)	(3,534.45)
BEG. FUND BALANCE		54,679.10	43,150.95	43,150.95	43,150.95	
END FUND BALANCE		54,447.57	34,402.54	37,936.99	16,359.64	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE THRU 11/30/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 13 - IMRF						
Revenues						
13 3010	TAXES	25,649.11	24,637.13	25,477.54	55,000.00	(840.41)
TOTAL REVENUES		<u>25,649.11</u>	<u>24,637.13</u>	<u>25,477.54</u>	<u>55,000.00</u>	<u>(840.41)</u>
Expenditures						
13 4012	IMRF-EMPLOYER	20,355.39	18,196.95	21,475.05	53,800.05	(3,278.10)
TOTAL EXPENDITURES		<u>20,355.39</u>	<u>18,196.95</u>	<u>21,475.05</u>	<u>53,800.05</u>	<u>(3,278.10)</u>
Fund 13 - IMRF:						
TOTAL REVENUES		25,649.11	24,637.13	25,477.54	55,000.00	(840.41)
TOTAL EXPENDITURES		<u>20,355.39</u>	<u>18,196.95</u>	<u>21,475.05</u>	<u>53,800.05</u>	<u>(3,278.10)</u>
NET OF REVENUES & EXPENDITURES		5,293.72	6,440.18	4,002.49	1,199.95	2,437.69
BEG. FUND BALANCE		29,751.91	35,141.98	35,141.98	35,141.98	
END FUND BALANCE		35,045.63	41,582.16	39,144.47	36,341.93	

PERIOD ENDING 11/30/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		11/30/2016	11/30/2017	YEAR-TO-DATE THRU 11/30/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 15 - CAPITAL PROJECTS						
Revenues						
15 3099	MISCELLANEOUS REVENUE	900.00	13.79	0.00	0.00	13.79
15 9991	TRANSFER FROM REC	0.00	0.00	0.00	85,000.00	0.00
15 9993	TRANS. FROM NSSRA	0.00	0.00	0.00	49,686.00	0.00
15 9994	TRANS. FROM CORPORATE	0.00	0.00	0.00	95,000.00	0.00
TOTAL REVENUES		900.00	13.79	0.00	229,686.00	13.79
Expenditures						
15 5040	LEGAL & PROFESSIONAL	559.04	0.00	0.00	0.00	0.00
15 6020	EQUIPMENT PURCHASES	85,510.04	34,841.30	63,445.00	88,145.00	(28,603.70)
15 7091	LOAN REPAYMENT	175,533.00	173,066.34	173,066.00	173,066.00	0.34
TOTAL EXPENDITURES		261,602.08	207,907.64	236,511.00	261,211.00	(28,603.36)
Fund 15 - CAPITAL PROJECTS:						
TOTAL REVENUES		900.00	13.79	0.00	229,686.00	13.79
TOTAL EXPENDITURES		261,602.08	207,907.64	236,511.00	261,211.00	(28,603.36)
NET OF REVENUES & EXPENDITURES		(260,702.08)	(207,893.85)	(236,511.00)	(31,525.00)	28,617.15
BEG. FUND BALANCE		75,590.08	38,768.81	38,768.81	38,768.81	
END FUND BALANCE		(185,112.00)	(169,125.04)	(197,742.19)	7,243.81	
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		988,653.28	1,103,746.07	1,022,064.79	2,182,917.10	81,681.28
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		926,333.57	887,551.32	1,026,261.65	2,232,181.52	(138,710.33)
NET OF REVENUES & EXPENDITURES		62,319.71	216,194.75	(4,196.86)	(49,264.42)	220,391.61
BEG. FUND BALANCE - ALL FUNDS		819,974.07	798,498.33	798,498.33	798,498.33	
END FUND BALANCE - ALL FUNDS		882,293.78	1,014,693.08	794,301.47	749,233.91	

PERIOD ENDING 11/30/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 11/30/2016	YTD BALANCE 11/30/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE
				YEAR-TO-DATE THRU 11/30/17		ACT VS FYTD
GROUPING VALUE 'ADMINISTRATIVE'						
03 3010	TAXES	22,351.21	24,223.11	24,506.92	54,000.00	(283.81)
03 4008	FT SALARIES	14,385.21	23,532.19	23,094.25	60,045.00	437.94
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
Net GROUPING VALUE 'ADMINISTRATIVE'		8,097.25	690.92	1,412.67	(6,045.00)	721.75
GROUPING VALUE 'PARKS & FACILITIES'						
03 3020	USER FEES	28,104.50	29,616.35	27,356.23	74,500.00	2,260.12
03 3030	RENTAL	86,854.75	65,583.30	69,103.25	256,820.00	(3,519.95)
03 3050	CONCESSION REVENUE	1,822.45	3,566.34	2,083.35	5,200.00	1,482.99
03 3060	CONTRIBUTIONS/SPONSORSHIPS	0.00	18,000.00	0.00	0.00	18,000.00
03 4008	FT SALARIES	31,007.98	32,480.84	32,560.70	84,657.82	(79.86)
03 4009	PT SALARIES	27,465.06	25,780.98	26,707.15	66,172.00	(926.17)
03 5021	ELECTRICITY	15,391.11	9,877.26	17,692.37	39,500.00	(7,815.11)
03 5024	WATER	650.59	722.00	659.17	4,700.00	62.83
03 5025	GAS	237.25	142.56	194.57	5,000.00	(52.01)
03 5035	MARKETING	0.00	233.41	1,437.50	3,450.00	(1,204.09)
03 5060	CONTRACTUAL	24,146.77	14,506.65	32,007.11	69,928.00	(17,500.46)
03 5061	REPAIR & MAINTENANCE	44,108.25	26,237.86	34,173.35	68,020.00	(7,935.49)
03 6010	SMALL EQUIPMENT	3,112.36	299.00	3,587.96	8,075.00	(3,288.96)
03 6020	EQUIPMENT PURCHASES	0.00	7,019.96	30,935.00	30,935.00	(23,915.04)
03 6021	SUPPLIES	21,772.58	22,286.42	25,591.19	75,600.00	(3,304.77)
03 6050	CONCESSION SUPPLIES	0.00	3,405.94	1,458.35	3,600.00	1,947.59
Net GROUPING VALUE 'PARKS & FACILITIES'		(51,110.25)	(26,226.89)	(108,461.59)	(123,117.82)	(82,234.70)
GROUPING VALUE 'GENERAL PROGRAMS'						
03 3020	USER FEES	65,847.00	59,186.53	51,938.15	110,443.00	7,248.38
03 4009	PT SALARIES	6,837.00	4,447.43	9,336.15	29,723.75	(4,888.72)
03 5060	CONTRACTUAL	10,383.00	10,852.85	12,307.43	51,895.40	(1,454.58)
03 6021	SUPPLIES	851.45	385.29	735.22	2,600.00	(349.93)
Net GROUPING VALUE 'GENERAL PROGRAMS'		47,775.55	43,500.96	29,559.35	26,223.85	(13,941.61)
GROUPING VALUE 'SPECIAL EVENTS'						
03 3020	USER FEES	24,130.10	180.00	250.00	250.00	(70.00)
03 3050	CONCESSION REVENUE	0.00	9,818.00	8,200.00	8,200.00	1,618.00
03 3060	CONTRIBUTIONS	0.00	11,100.00	11,575.00	19,050.00	(475.00)
03 4009	PT SALARIES	1,627.50	1,689.30	1,990.00	2,900.00	(300.70)
03 5035	MARKETING	0.00	482.07	1,900.00	2,650.00	(1,417.93)
03 5060	CONTRACTUAL	29,019.19	25,590.00	34,199.50	35,825.50	(8,609.50)
03 6021	SUPPLIES	3,858.04	1,750.63	4,059.06	7,059.96	(2,308.43)
03 6050	CONCESSION SUPPLIES	0.00	3,909.49	200.00	850.00	3,709.49
Net GROUPING VALUE 'SPECIAL EVENTS'		(10,374.63)	(12,323.49)	(22,323.56)	(21,785.46)	(10,000.07)
GROUPING VALUE 'ATHLETIC PROGRAMS'						
03 3020	USER FEES	20,720.00	20,190.00	20,378.83	39,438.00	(188.83)
03 4009	PT SALARIES	738.00	451.00	1,030.84	5,347.50	(579.84)
03 5060	CONTRACTUAL	1,080.00	450.00	769.60	9,344.60	(319.60)
03 6021	SUPPLIES	881.16	0.00	817.53	2,250.00	(817.53)
Net GROUPING VALUE 'ATHLETIC PROGRAMS'		18,020.84	19,289.00	17,760.86	22,495.90	(1,528.14)
GROUPING VALUE 'CAMPS'						
03 3020	USER FEES	251,160.75	390,551.00	320,535.10	320,535.10	70,015.90
03 4009	PT SALARIES	57,376.25	76,823.23	82,001.00	82,001.00	(5,177.77)

PERIOD ENDING 11/30/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 11/30/2016	YTD BALANCE 11/30/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE
				YEAR-TO-DATE THRU 11/30/17		ACT VS FYTD
03 5060	CONTRACTUAL	37,632.86	57,528.53	49,212.73	49,629.65	8,315.80
03 6021	SUPPLIES	9,270.97	10,561.49	10,435.40	10,653.50	126.09
Net GROUPING VALUE 'CAMPS'		146,880.67	245,637.75	178,885.97	178,250.95	(66,751.78)
GROUPING VALUE 'FITNESS PROGRAMS'						
03 3020	USER FEES	23,022.00	20,952.00	18,158.05	50,000.00	2,793.95
03 4009	PT SALARIES	10,374.00	7,544.00	10,010.43	27,400.00	(2,466.43)
03 5060	CONTRACTUAL	5,607.00	6,826.80	2,433.71	14,300.00	4,393.09
Net GROUPING VALUE 'FITNESS PROGRAMS'		7,041.00	6,581.20	5,713.91	8,300.00	(867.29)
GROUPING VALUE 'INTERFUND'						
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
Net GROUPING VALUE 'INTERFUND'		0.00	0.00	0.00	(85,000.00)	0.00
TOTAL REVENUES - FUND 03		524,012.76	652,966.63	554,084.88	938,436.10	98,881.75
TOTAL EXPENDITURES - FUND 03		357,682.33	375,817.18	451,537.27	939,113.68	(75,720.09)
NET OF REVENUES & EXPENDITURES		166,330.43	277,149.45	102,547.61	(677.58)	174,601.84

12/19/2017

ACCOUNT BALANCE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 11/30/2017
 BALANCE SHEET

ACCOUNT	DESCRIPTION	END BALANCE 11/30/2017	BALANCE 11/30/2016	VARIANCE
Assets				
1000	OPERATING-NORTHVIEW	130,442.90	89,301.90	41,141.00
1003	NVB PETTY CHECKING 000430023000031	1,004.87	1,104.87	(100.00)
1007	ILLINOIS FUNDS MM 007139101443	549.14	552.15	(3.01)
1010	NORTHVIEW TAX ACCT 7530000691	901,827.32	808,721.22	93,106.10
1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	0.00
1015	AMERICAN CHARTERED BANK-XXX760	0.00	53.60	(53.60)
1200	ACCOUNTS RECEIVABLE	20,731.60	15,456.17	5,275.43
1250	TAXES RECEIVABLE	506,561.71	508,901.99	(2,340.28)
	PROVIDED FOR LONG TERM DEBT		91,669.00	(91,669.00)
	PROVIDED FOR LONG TERM DEBT	1,733,333.00	1,866,666.00	(133,333.00)
TOTAL ASSETS		3,294,550.54	3,382,526.90	(87,976.36)
Liabilities				
2000	ACCOUNTS PAYABLE	(60.00)	(68.10)	8.10
2010	ACCRUED PAYABLES/PAYROLL	0.00	(2.17)	2.17
2011	EMPLOYEE COMPENSATION	39,130.00	32,630.00	6,500.00
2050	DEFERRED INCOME	60.00	0.00	60.00
2060	DEFERRED TAX REVENUE	506,561.71	508,901.99	(2,340.28)
2105	HEALTH CARE FSA	0.00	188.65	(188.65)
2300	FAMILY CREDIT	832.75	247.75	585.00
	LOAN-VILLAGE OF NORTHFIELD		91,669.00	(91,669.00)
	LOAN-AMERICAN CHARTER	1,733,333.00	1,866,666.00	(133,333.00)
TOTAL LIABILITIES		2,279,857.46	2,500,233.12	(220,375.66)
Fund Equity				
9000	Beginning Fund Balance	798,498.33	819,974.07	(21,475.74)
TOTAL FUND EQUITY		798,498.33	819,974.07	(21,475.74)
Total- All funds:	Net Revenue	216,194.75	62,319.71	153,875.04
	Ending Balance	1,014,693.08	882,293.78	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 12/31/2016	YTD BALANCE 12/31/2017	BUDGET	2017-18 AMENDED BUDGET	YTD
				YEAR-TO-DATE THRU 12/31/17		VARIANCE ACTUAL/BUDGET
Fund 01 - CORPORATE FUND						
Revenues						
01 3010	TAXES	323,729.89	318,630.33	332,614.76	712,000.00	(13,984.43)
01 3070	BANK INTEREST	375.31	748.86	254.82	1,100.00	494.04
01 3091	NSSRA REIMBURSEMENT	0.00	0.00	0.00	6,695.00	0.00
01 3099	MISCELLANEOUS REVENUE	1,823.18	123.58	132.95	1,500.00	(9.37)
TOTAL REVENUES		325,928.38	319,502.77	333,002.53	721,295.00	(13,499.76)
Expenditures						
01 4008	FT SALARIES	138,651.88	161,356.26	165,298.00	318,236.08	(3,941.74)
01 4009	PT SALARIES	46,170.72	37,757.89	39,457.37	74,637.80	(1,699.48)
01 4015	HEALTH INSURANCE	30,317.73	33,959.40	34,200.00	72,432.78	(240.60)
01 4026	GAS / MILEAGE REIMBURSEMENT	3,512.77	3,480.10	3,700.00	7,400.00	(219.90)
01 4050	DUES & EDUCATION	4,675.82	3,439.49	5,767.63	17,405.00	(2,328.14)
01 4099	MISC -EXP	7,869.33	6,067.81	4,757.12	12,750.00	1,310.69
01 5022	PHONE	3,216.35	3,552.14	3,429.09	7,020.00	123.05
01 5023	INTERNET / CABLE	2,145.36	2,482.90	2,400.00	4,800.00	82.90
01 5030	PRINTING	9,429.57	0.00	0.00	0.00	0.00
01 5035	MARKETING	0.00	11,471.60	13,750.02	27,500.00	(2,278.42)
01 5040	LEGAL & PROFESSIONAL	2,555.00	1,234.13	3,750.00	7,500.00	(2,515.87)
01 5060	CONTRACTUAL	16,827.19	20,347.99	19,218.79	44,909.00	1,129.20
01 6010	SMALL EQUIPMENT	1,137.24	1,843.48	1,094.20	5,000.00	749.28
01 6021	SUPPLIES	1,774.87	1,556.54	3,912.05	7,175.00	(2,355.51)
01 6025	POSTAGE	1,622.22	2,783.00	2,751.05	4,420.00	31.95
01 6070	SAFETY	515.74	608.28	962.99	2,475.00	(354.71)
01 9992	FUND TRANSFER	0.00	0.00	0.00	95,000.00	0.00
TOTAL EXPENDITURES		270,421.79	291,941.01	304,448.31	708,660.66	(12,507.30)
Fund 01 - CORPORATE FUND:						
TOTAL REVENUES		325,928.38	319,502.77	333,002.53	721,295.00	(13,499.76)
TOTAL EXPENDITURES		270,421.79	291,941.01	304,448.31	708,660.66	(12,507.30)
NET OF REVENUES & EXPENDITURES		55,506.59	27,561.76	28,554.22	12,634.34	(992.46)
BEG. FUND BALANCE		224,781.24	193,593.43	193,593.43	193,593.43	
END FUND BALANCE		280,287.83	221,155.19	222,147.65	206,227.77	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		12/31/2016	12/31/2017	YEAR-TO-DATE THRU 12/31/17	2017-18 AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 03 - RECREATION						
Revenues						
03 3010	TAXES	22,822.90	24,223.11	24,827.39	54,000.00	(604.28)
03 3020	USER FEES	434,576.85	554,138.88	459,163.13	595,166.10	94,975.75
03 3030	RENTAL	101,467.25	116,913.30	85,882.64	256,820.00	31,030.66
03 3050	CONCESSION REVENUE	2,275.65	14,127.36	10,700.02	13,400.00	3,427.34
03 3060	CONTRIBUTIONS	200.00	29,630.00	13,450.00	19,050.00	16,180.00
TOTAL REVENUES		561,342.65	739,032.65	594,023.18	938,436.10	145,009.47
Expenditures						
03 4008	FT SALARIES	60,955.36	72,664.13	72,350.95	144,702.82	313.18
03 4009	PT SALARIES	115,023.20	131,322.95	144,334.31	213,544.25	(13,011.36)
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
03 5021	ELECTRICITY	15,391.11	13,606.37	19,809.83	39,500.00	(6,203.46)
03 5024	WATER	1,081.88	1,170.40	1,134.88	4,700.00	35.52
03 5025	GAS	237.25	313.23	306.05	5,000.00	7.18
03 5035	MARKETING	0.00	1,015.73	3,625.00	6,100.00	(2,609.27)
03 5060	CONTRACTUAL	124,023.89	151,855.23	145,047.64	230,923.15	6,807.59
03 5061	REPAIR & MAINTENANCE	47,468.99	43,233.74	38,604.30	68,020.00	4,629.44
03 6010	SMALL EQUIPMENT	3,112.36	798.98	3,703.02	8,075.00	(2,904.04)
03 6020	EQUIPMENT PURCHASES	0.00	7,019.96	30,935.00	30,935.00	(23,915.04)
03 6021	SUPPLIES	44,288.48	42,280.48	46,925.20	98,163.46	(4,644.72)
03 6050	CONCESSION SUPPLIES	0.00	7,961.15	2,050.02	4,450.00	5,911.13
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
TOTAL EXPENDITURES		411,451.27	473,242.35	508,826.20	939,113.68	(35,583.85)
Fund 03 - RECREATION:						
TOTAL REVENUES		561,342.65	739,032.65	594,023.18	938,436.10	145,009.47
TOTAL EXPENDITURES		411,451.27	473,242.35	508,826.20	939,113.68	(35,583.85)
NET OF REVENUES & EXPENDITURES		149,891.38	265,790.30	85,196.98	(677.58)	180,593.32
BEG. FUND BALANCE		257,930.41	303,954.37	303,954.37	303,954.37	
END FUND BALANCE		407,821.79	569,744.67	389,151.35	303,276.79	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 12/31/2016	YTD BALANCE 12/31/2017	YEAR-TO-DATE THRU 12/31/17	2017-18 AMENDED BUDGET	
Fund 05 - SPECIAL -NSSRA						
Revenues						
05 3010	TAXES	73,941.55	71,113.87	70,944.81	158,000.00	169.06
TOTAL REVENUES		<u>73,941.55</u>	<u>71,113.87</u>	<u>70,944.81</u>	<u>158,000.00</u>	<u>169.06</u>
Expenditures						
05 4008	FT SALARIES	10,494.85	10,618.21	10,573.06	21,423.98	45.15
05 4009	PT SALARIES	904.74	671.56	983.98	1,968.00	(312.42)
05 7010	NSSRA -EXPENSE	29,419.26	33,987.05	41,941.97	92,827.58	(7,954.92)
05 9992	FUND TRANSFER	0.00	0.00	0.00	49,686.00	0.00
TOTAL EXPENDITURES		<u>40,818.85</u>	<u>45,276.82</u>	<u>53,499.01</u>	<u>165,905.56</u>	<u>(8,222.19)</u>
Fund 05 - SPECIAL -NSSRA:						
TOTAL REVENUES		73,941.55	71,113.87	70,944.81	158,000.00	169.06
TOTAL EXPENDITURES		<u>40,818.85</u>	<u>45,276.82</u>	<u>53,499.01</u>	<u>165,905.56</u>	<u>(8,222.19)</u>
NET OF REVENUES & EXPENDITURES		33,122.70	25,837.05	17,445.80	(7,905.56)	8,391.25
BEG. FUND BALANCE		144,494.78	146,212.63	146,212.63	146,212.63	
END FUND BALANCE		177,617.48	172,049.68	163,658.43	138,307.07	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		12/31/2016	12/31/2017	YEAR-TO-DATE	2017-18	VARIANCE
				THRU 12/31/17	AMENDED BUDGET	ACTUAL/BUDGET
Fund 07 - AUDITING						
Revenues						
07 3010	TAXES	5,545.22	5,589.91	5,231.12	12,500.00	358.79
TOTAL REVENUES		<u>5,545.22</u>	<u>5,589.91</u>	<u>5,231.12</u>	<u>12,500.00</u>	<u>358.79</u>
Expenditures						
07 5040	LEGAL & PROFESSIONAL	8,600.00	8,700.00	7,937.70	8,700.00	762.30
TOTAL EXPENDITURES		<u>8,600.00</u>	<u>8,700.00</u>	<u>7,937.70</u>	<u>8,700.00</u>	<u>762.30</u>
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Fund 07 - AUDITING:						
TOTAL REVENUES		5,545.22	5,589.91	5,231.12	12,500.00	358.79
TOTAL EXPENDITURES		8,600.00	8,700.00	7,937.70	8,700.00	762.30
NET OF REVENUES & EXPENDITURES		(3,054.78)	(3,110.09)	(2,706.58)	3,800.00	(403.51)
BEG. FUND BALANCE		13,503.43	17,055.20	17,055.20	17,055.20	
END FUND BALANCE		10,448.65	13,945.11	14,348.62	20,855.20	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		12/31/2016	12/31/2017	YEAR-TO-DATE THRU 12/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 09 - LIABILITY INSURANCE						
Revenues						
09 3010	TAXES	16,451.83	16,148.43	18,564.63	36,500.00	(2,416.20)
TOTAL REVENUES		<u>16,451.83</u>	<u>16,148.43</u>	<u>18,564.63</u>	<u>36,500.00</u>	<u>(2,416.20)</u>
Expenditures						
09 4008	FT SALARIES	2,191.75	2,148.29	2,152.49	4,305.00	(4.20)
09 7020	LIABILITY INSURANCE	14,668.86	15,330.60	15,699.48	32,194.26	(368.88)
TOTAL EXPENDITURES		<u>16,860.61</u>	<u>17,478.89</u>	<u>17,851.97</u>	<u>36,499.26</u>	<u>(373.08)</u>
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Fund 09 - LIABILITY INSURANCE:						
TOTAL REVENUES		16,451.83	16,148.43	18,564.63	36,500.00	(2,416.20)
TOTAL EXPENDITURES		<u>16,860.61</u>	<u>17,478.89</u>	<u>17,851.97</u>	<u>36,499.26</u>	<u>(373.08)</u>
NET OF REVENUES & EXPENDITURES		(408.78)	(1,330.46)	712.66	0.74	(2,043.12)
BEG. FUND BALANCE		19,243.12	20,620.96	20,620.96	20,620.96	
END FUND BALANCE		18,834.34	19,290.50	21,333.62	20,621.70	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		12/31/2016	12/31/2017	YEAR-TO-DATE	2017-18	VARIANCE
				THRU 12/31/17	AMENDED BUDGET	ACTUAL/BUDGET
Fund 11 - SOCIAL SECURITY						
Revenues						
11 3010	TAXES	21,627.58	14,078.17	18,469.56	31,500.00	(4,391.39)
TOTAL REVENUES		<u>21,627.58</u>	<u>14,078.17</u>	<u>18,469.56</u>	<u>31,500.00</u>	<u>(4,391.39)</u>
Expenditures						
11 4011	WITHOLDING	26,494.35	28,492.75	29,081.20	58,291.31	(588.45)
TOTAL EXPENDITURES		<u>26,494.35</u>	<u>28,492.75</u>	<u>29,081.20</u>	<u>58,291.31</u>	<u>(588.45)</u>
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Fund 11 - SOCIAL SECURITY:						
TOTAL REVENUES		21,627.58	14,078.17	18,469.56	31,500.00	(4,391.39)
TOTAL EXPENDITURES		<u>26,494.35</u>	<u>28,492.75</u>	<u>29,081.20</u>	<u>58,291.31</u>	<u>(588.45)</u>
NET OF REVENUES & EXPENDITURES		(4,866.77)	(14,414.58)	(10,611.64)	(26,791.31)	(3,802.94)
BEG. FUND BALANCE		54,679.10	43,150.95	43,150.95	43,150.95	
END FUND BALANCE		49,812.33	28,736.37	32,539.31	16,359.64	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 12/31/2016	YTD BALANCE 12/31/2017	YEAR-TO-DATE THRU 12/31/17	2017-18 AMENDED BUDGET	
Fund 13 - IMRF						
Revenues						
13 3010	TAXES	25,879.19	24,637.13	25,665.23	55,000.00	(1,028.10)
TOTAL REVENUES		<u>25,879.19</u>	<u>24,637.13</u>	<u>25,665.23</u>	<u>55,000.00</u>	<u>(1,028.10)</u>
Expenditures						
13 4012	IMRF-EMPLOYER	27,487.84	24,730.87	28,956.68	53,800.05	(4,225.81)
TOTAL EXPENDITURES		<u>27,487.84</u>	<u>24,730.87</u>	<u>28,956.68</u>	<u>53,800.05</u>	<u>(4,225.81)</u>
Fund 13 - IMRF:						
TOTAL REVENUES		25,879.19	24,637.13	25,665.23	55,000.00	(1,028.10)
TOTAL EXPENDITURES		<u>27,487.84</u>	<u>24,730.87</u>	<u>28,956.68</u>	<u>53,800.05</u>	<u>(4,225.81)</u>
NET OF REVENUES & EXPENDITURES		(1,608.65)	(93.74)	(3,291.45)	1,199.95	3,197.71
BEG. FUND BALANCE		29,751.91	35,141.98	35,141.98	35,141.98	
END FUND BALANCE		28,143.26	35,048.24	31,850.53	36,341.93	

PERIOD ENDING 12/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		12/31/2016	12/31/2017	YEAR-TO-DATE THRU 12/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 15 - CAPITAL PROJECTS						
Revenues						
15 3099	MISCELLANEOUS REVENUE	900.00	13.79	0.00	0.00	13.79
15 9991	TRANSFER FROM REC	0.00	0.00	0.00	85,000.00	0.00
15 9993	TRANS. FROM NSSRA	0.00	0.00	0.00	49,686.00	0.00
15 9994	TRANS. FROM CORPORATE	0.00	0.00	0.00	95,000.00	0.00
TOTAL REVENUES		900.00	13.79	0.00	229,686.00	13.79
Expenditures						
15 5040	LEGAL & PROFESSIONAL	559.04	0.00	0.00	0.00	0.00
15 6020	EQUIPMENT PURCHASES	92,311.80	41,041.30	78,445.00	88,145.00	(37,403.70)
15 7091	LOAN REPAYMENT	175,533.00	173,066.34	173,066.00	173,066.00	0.34
TOTAL EXPENDITURES		268,403.84	214,107.64	251,511.00	261,211.00	(37,403.36)
Fund 15 - CAPITAL PROJECTS:						
TOTAL REVENUES		900.00	13.79	0.00	229,686.00	13.79
TOTAL EXPENDITURES		268,403.84	214,107.64	251,511.00	261,211.00	(37,403.36)
NET OF REVENUES & EXPENDITURES		(267,503.84)	(214,093.85)	(251,511.00)	(31,525.00)	37,417.15
BEG. FUND BALANCE		75,590.08	38,768.81	38,768.81	38,768.81	
END FUND BALANCE		(191,913.76)	(175,325.04)	(212,742.19)	7,243.81	
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		1,031,616.40	1,190,116.72	1,065,901.06	2,182,917.10	124,215.66
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		1,070,538.55	1,103,970.33	1,202,112.07	2,232,181.52	(98,141.74)
NET OF REVENUES & EXPENDITURES		(38,922.15)	86,146.39	(136,211.01)	(49,264.42)	222,357.40
BEG. FUND BALANCE - ALL FUNDS		819,974.07	798,498.33	798,498.33	798,498.33	
END FUND BALANCE - ALL FUNDS		781,051.92	884,644.72	662,287.32	749,233.91	

PERIOD ENDING 12/31/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 12/31/2016	YTD BALANCE 12/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE
				YEAR-TO-DATE THRU 12/31/17		ACT VS FYTD
GROUPING VALUE 'ADMINISTRATIVE'						
03 3010	TAXES	22,822.90	24,223.11	24,827.39	54,000.00	(604.28)
03 3060	CONTRIBUTIONS	200.00	0.00	0.00	0.00	0.00
03 4008	FT SALARIES	19,268.42	30,415.77	30,022.25	60,045.00	393.52
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
Net GROUPING VALUE 'ADMINISTRATIVE'		3,885.73	(6,192.66)	(5,194.86)	(6,045.00)	997.80
GROUPING VALUE 'PARKS & FACILITIES'						
03 3020	USER FEES	34,536.50	37,082.35	33,812.78	74,500.00	3,269.57
03 3030	RENTAL	101,467.25	116,913.30	85,882.64	256,820.00	31,030.66
03 3050	CONCESSION REVENUE	2,275.65	3,889.36	2,500.02	5,200.00	1,389.34
03 4008	FT SALARIES	41,686.94	42,248.36	42,328.70	84,657.82	(80.34)
03 4009	PT SALARIES	31,787.95	32,375.83	32,263.27	66,172.00	112.56
03 5021	ELECTRICITY	15,391.11	13,606.37	19,809.83	39,500.00	(6,203.46)
03 5024	WATER	1,081.88	1,170.40	1,134.88	4,700.00	35.52
03 5025	GAS	237.25	313.23	306.05	5,000.00	7.18
03 5035	MARKETING	0.00	345.68	1,725.00	3,450.00	(1,379.32)
03 5060	CONTRACTUAL	29,750.20	37,497.35	38,524.46	69,928.00	(1,027.11)
03 5061	REPAIR & MAINTENANCE	47,468.99	43,233.74	38,604.30	68,020.00	4,629.44
03 6010	SMALL EQUIPMENT	3,112.36	798.98	3,703.02	8,075.00	(2,904.04)
03 6020	EQUIPMENT PURCHASES	0.00	7,019.96	30,935.00	30,935.00	(23,915.04)
03 6021	SUPPLIES	25,721.68	27,007.32	29,913.88	75,600.00	(2,906.56)
03 6050	CONCESSION SUPPLIES	0.00	3,751.66	1,850.02	3,600.00	1,901.64
Net GROUPING VALUE 'PARKS & FACILITIES'		(57,958.96)	(51,483.87)	(118,902.97)	(123,117.82)	(67,419.10)
GROUPING VALUE 'GENERAL PROGRAMS'						
03 3020	USER FEES	74,727.50	72,021.53	61,515.71	110,443.00	10,505.82
03 4009	PT SALARIES	9,191.50	8,069.59	12,476.01	29,723.75	(4,406.42)
03 5060	CONTRACTUAL	17,570.00	20,722.55	18,211.77	51,895.40	2,510.78
03 6021	SUPPLIES	851.45	408.59	745.43	2,600.00	(336.84)
Net GROUPING VALUE 'GENERAL PROGRAMS'		47,114.55	42,820.80	30,082.50	26,223.85	(12,738.30)
GROUPING VALUE 'SPECIAL EVENTS'						
03 3020	USER FEES	24,930.10	180.00	250.00	250.00	(70.00)
03 3050	CONCESSION REVENUE	0.00	10,238.00	8,200.00	8,200.00	2,038.00
03 3060	CONTRIBUTIONS	0.00	29,630.00	13,450.00	19,050.00	16,180.00
03 4009	PT SALARIES	2,137.50	2,279.30	2,500.00	2,900.00	(220.70)
03 5035	MARKETING	0.00	670.05	1,900.00	2,650.00	(1,229.95)
03 5060	CONTRACTUAL	31,261.83	26,140.00	35,349.59	35,825.50	(9,209.59)
03 6021	SUPPLIES	7,563.22	2,658.58	4,565.66	7,059.96	(1,907.08)
03 6050	CONCESSION SUPPLIES	0.00	4,209.49	200.00	850.00	4,009.49
Net GROUPING VALUE 'SPECIAL EVENTS'		(16,032.45)	4,090.58	(22,615.25)	(21,785.46)	(26,705.83)
GROUPING VALUE 'ATHLETIC PROGRAMS'						
03 3020	USER FEES	22,990.00	27,607.00	22,682.35	39,438.00	4,924.65
03 4009	PT SALARIES	1,306.00	656.00	1,975.01	5,347.50	(1,319.01)
03 5060	CONTRACTUAL	1,320.00	786.00	932.55	9,344.60	(146.55)
03 6021	SUPPLIES	881.16	1,644.50	1,264.83	2,250.00	379.67
Net GROUPING VALUE 'ATHLETIC PROGRAMS'		19,482.84	24,520.50	18,509.96	22,495.90	(6,010.54)
GROUPING VALUE 'CAMPS'						
03 3020	USER FEES	251,160.75	390,551.00	320,535.10	320,535.10	70,015.90
03 4009	PT SALARIES	57,376.24	76,823.23	82,001.00	82,001.00	(5,177.77)

PERIOD ENDING 12/31/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 12/31/2016	YTD BALANCE 12/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE
				YEAR-TO-DATE THRU 12/31/17		ACT VS FYTD
03 5060	CONTRACTUAL	37,632.86	57,528.53	49,212.73	49,629.65	8,315.80
03 6021	SUPPLIES	9,270.97	10,561.49	10,435.40	10,653.50	126.09
Net GROUPING VALUE 'CAMPS'		146,880.67	245,637.75	178,885.97	178,250.95	(66,751.78)
GROUPING VALUE 'FITNESS PROGRAMS'						
03 3020	USER FEES	26,232.00	26,697.00	20,367.19	50,000.00	6,329.81
03 4009	PT SALARIES	13,224.00	11,119.00	13,119.02	27,400.00	(2,000.02)
03 5060	CONTRACTUAL	6,489.00	9,180.80	2,816.54	14,300.00	6,364.26
Net GROUPING VALUE 'FITNESS PROGRAMS'		6,519.00	6,397.20	4,431.63	8,300.00	(1,965.57)
GROUPING VALUE 'INTERFUND'						
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
Net GROUPING VALUE 'INTERFUND'		0.00	0.00	0.00	(85,000.00)	0.00
TOTAL REVENUES - FUND 03		561,342.65	739,032.65	594,023.18	938,436.10	145,009.47
TOTAL EXPENDITURES - FUND 03		411,451.27	473,242.35	508,826.20	939,113.68	(35,583.85)
NET OF REVENUES & EXPENDITURES		149,891.38	265,790.30	85,196.98	(677.58)	180,593.32

01/15/2018

ACCOUNT BALANCE REPORT FOR NORTHFIELD PARK DISTRICT
PERIOD ENDING 12/31/2017
BALANCE SHEET

ACCOUNT	DESCRIPTION	END BALANCE 12/31/2017	BALANCE 12/31/2016	VARIANCE
Assets				
1000	OPERATING-NORTHVIEW	104,258.86	33,185.69	71,073.17
1003	NVB PETTY CHECKING 000430023000031	1,004.87	1,104.87	(100.00)
1007	ILLINOIS FUNDS MM 007139101443	549.14	552.15	(3.01)
1010	NORTHVIEW TAX ACCT 7530000691	801,936.46	763,054.95	38,881.51
1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	0.00
1015	AMERICAN CHARTERED BANK-XXX760	0.00	53.60	(53.60)
1200	ACCOUNTS RECEIVABLE	16,603.14	15,848.34	754.80
1250	TAXES RECEIVABLE	506,561.71	508,901.99	(2,340.28)
	PROVIDED FOR LONG TERM		91,669.00	(91,669.00)
	PROVIDED FOR LONG TERM	1,733,333.00	1,866,666.00	(133,333.00)
TOTAL ASSETS		3,164,347.18	3,281,136.59	(116,789.41)
Liabilities				
2000	ACCOUNTS PAYABLE	(60.00)	(68.10)	8.10
2010	ACCRUED PAYABLES/PAYROLL	0.00	(2.17)	2.17
2011	EMPLOYEE COMPENSATION	39,130.00	32,630.00	6,500.00
2050	DEFERRED INCOME	60.00	0.00	60.00
2060	DEFERRED TAX REVENUE	506,561.71	508,901.99	(2,340.28)
2105	HEALTH CARE FSA	0.00	200.20	(200.20)
2300	FAMILY CREDIT	677.75	87.75	590.00
	LOAN-VILLAGE OF NORTHFIELD		91,669.00	(91,669.00)
	LOAN-AMERICAN CHARTERED	1,733,333.00	1,866,666.00	(133,333.00)
TOTAL LIABILITIES		2,279,702.46	2,500,084.67	(220,382.21)
Fund Equity				
9000	Beginning Fund Balance	798,498.33	819,974.07	(21,475.74)
TOTAL FUND EQUITY		798,498.33	819,974.07	(21,475.74)
Total - All Funds:	Net Revenue	86,146.39	(38,922.15)	(125,068.54)
	Ending Fund Balance	884,644.72	781,051.92	

Superintendent's Report
Bill Byron
January 2018

Willow Park

- Annual tree trimming was completed in December

Clarkson Park

- Annual tree trimming was completed in December
- As mentioned at the November meeting, the new cameras were installed giving us views of the Cavallari picnic shelter, and the east side interior of the lodge.
- The outdoor ice rink has been open almost every day since December 26th. The warm weather last week melted the top layer and helped to create a very smooth ice surface. We have seen steady use of the rink including a very busy MLK Day with over 50 skaters using the rink and warming house.
- We have removed all the cabinets from the concession area in preparation for the renovation of that space. Our plan is to add a sink to that room, and more counter prep space that is friendly for renters and caterers. We also are currently looking at an under counter refrigerator/freezer to free up more space in the room. Our next step is to bring in the plumber to bring water to the room which we hope will happen late January or early February.

Fox Meadow Park

- ILM completed their 3 days of woody removal to clear out invasive tree species from the wetland. They also completed a prescribed burn in mid-December.

Community Center

- We still have one remaining leak that we are investigating. The leak is coming from a drain pipe that ties into a roof drain. The roof drain seems to be sound, and we think that the leak may be from a faulty pipe connection inside. The pipe is insulated and above the drywall ceiling in the women's restroom, so we need to cut an access panel into the ceiling in order to gain access to the pipe.
- With the new cameras all up and running. We now have a much more comprehensive view of our facility with new views of the parking lot, Residents Center, garage, and playing fields. The camera that faces the playing fields (mounted on the east side of the garage and pointed out toward the soccer field) will allow us to see approaching flood water that may cause us to relocate equipment from the garage.

School District 29

- Snow plowing has gone very well so far this year. The new parking lot at Sunset Ridge School poses its challenges with many parking islands, but our staff has worked out efficient means of plowing and overall it seems to be going smoothly.
- We are currently preparing a new Intergovernmental Agreement for landscaping services that will only include Middlefork School beginning this spring. The school district is receiving bids from other contractors to handle the landscaping of Sunset Ridge School.

Recreation Board Report
January 2018
Jim Reuter
Nada Becker
Vicki Frullani

Afterschool Rec.

We have hired Dan Bednarczyk to be the new Aftercare Lead. He has worked in recreation for some time and is really good with the kids. Afterschool Recreation is growing in numbers. We have 8-11 kids in aftercare each day. Many parents have also used aftercare as a one day option. Since the start of classes resuming after Winter Break, we have added more full and half day children to our roster.

Afterschool Classes

Winter Programs have begun, and numbers look good in the classes. Many children were excited for specific classes to resume, as well as parents. We added a new class called Robotics and Coding with Robothink. They came to do a demonstration in December and the kids were very interested in it. We are at full registration with 15 registered.

Birthday Parties

The month of January has 3 Birthday Parties. December picked up 4, and I have a few booked already for next couple of months. Our Sports Party is still the most popular option, but we booked 3 Martial Arts Parties and a Chicago Loves Dance Dance Party as well.

Camp

Camp registration began for Northfield residents on January 15th and non-resident registration starts February 1st. We have already gotten registrations from residents and non-residents asking when they can register. Instead of a late fee this year there will be Early Bird pricing through March 31st and a slight increase in that price from April 1st through the rest of the summer.

Camp Marketing

In early January, the Summer Camp guide was mailed to residents and non-residents who were previously enrolled in our camps. Camp is also being marketed via email, our website, Facebook and in the Community Center.

Panther Basketball

The 5th grade boys' team is now 7-1 in the 5th Grade Boys B Conference of the NSBL. There was some interest from parents of 3rd, 4th, and 5th grade girls to put teams together and play in the Wilmette and Niles House Leagues. There are two 3rd grade teams in the Wilmette league, which just started, and the 4th and 5th grade teams are playing in Niles starting in February.

Fitness

Overall, the Fitness Center continues to operate smoothly. It feels like we are constantly processing new or renewed memberships on a daily basis, from Thanksgiving through mid-January (1/16) we have had 87 people join or renew their memberships to stay indoors during the colder months. As of 1/16 we have 331 active members including three Jr. Members taking

advantage of our program that allows 12-13 year olds to come work out with a guardian who is also a member. Our WellBeats kiosk does see some use when our Fitmoves classes are not in the studio and we have been seeing more and more of the video classes done each month.

Community Center Rentals

The Wildcat Jrs. Volleyball season is underway and they are once again using the gym 5 nights a week this winter. Panther Basketball uses the gym as well and we have a good amount of open gym scheduled for the winter months along with Pickleball on Fridays and Saturdays.

Clarkson Rentals

Inquiries have started for the Spring/Summer rental season.

Willow Park Field Use

KWBA approved the field times that we proposed a few months back and we are moving forward with spring/summer field planning around their times. Diamond Instincts has also been given the opportunity to request bulk field usage after KWBA but before our other user groups. There are five other user groups that we are hoping for consistent use of the fields for baseball and TGSA will be using Fields 3 and 4 for softball. New Trier Softball and TeamOne Lacrosse will also be using Field 4 for some of their activities this spring.

Special Events

The Daddy/Daughter Date Night at Sunset Ridge Country Club is from 6:30-8:30pm on February 9th.

Our 7th grade ski trip was supposed to be January 12th but was canceled due to the warm/rainy weather we had on 1/11.

Our Egg Hunt will be on Saturday, March 31st this spring.

Holiday Events

This year's Northfield Holiday Festival was a success with an estimated 500 to 600 people in attendance. Music and dance performances by local groups went well and enhanced the event. The day's cold weather diminished the outside crowd where the food, beverages, horse-drawn rides and sponsors were located. The Facebook posts performed well and the event posting reached over 900 people.