NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, MARCH 23, 2015

NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, MARCH 23, 2015
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. Northfield Community Center Expansion
    b. KWBA
    c. Informational Items

6. Consent Agenda

    a. Approval of Board Meeting Minutes 2/23/15
    b. Approval of Cash Expenditures for Month of February 2015 (copy for review will be available at the meeting).

7. Agency Reports

    a. Finance
    b. Recreation / Park Grounds and Facilities

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: Northfield Community Center Expansion

Date: March 19, 2015

Staff continues to meet with Williams and Associates to further discuss the expansion plans. All efforts are in place to provide the Board with cost estimates as discussed at the April 27 meeting.

All indications are that School District 29 should decide on the scope of work for their project by our board meeting in April. They are currently discussing all options with the staff and community.

To: Park Board of Commissioners

From: George Alexoff

Subject: KWBA

Date: March 19, 2015

The Recreation and Facilities committiee of the board met on March 16th to discuss KWBA. At the meeting the staff reviewed the following:

- Memorandum of Agreement from 2007
- Memorandum of Understanding from August 2013
- Summarry of correspondence from 8/13-3/15
- Short term options
- Long term options
- Marketing at Willow Park
- Establishing Affiliate status policy guidelines

The committee is recommending that the board direct staff to:

1. Request KWBA to make adjustments that will allow the District to secure other users, which will allow the District to maintain and/or increase revenues to help defray the cost to maintain the fields which KWBA utilizes.

2. Based on the adjustments made by KWBA, their fee will be established to cover the appropriate expenses determined by the board to defray the cost of maintenance of KWBA fields. The usage fee will need to be paid prior to use of the fields each year.

Staff will discuss at the meeting the adjustments considered by staff and committee.

To date, staff has not received KWBA 2015 spring field usage. This will be needed prior to recommending to the board the 2015 KWBA fee structure for its approval.

The committee and staff will be prepared to answer any questions you may have at the meeting.

To: Park Board of Commissioners

From: George Alexoff

Subject: Monthly Informational Items

Date: March 20, 2014

Shining Star Banquet

Last month I told everyone that the Shining Stars Banquet was scheduled for Friday, April 24th. I know a few of you are unable to attend.

Earlier this month I was notified that the Northfield Park District has been selected as the Partner Agency of the Year. I would ask you to look at your schedule and see if you can attend. I would like to have a few commissioners accept the award on behalf of the agency.

Willow Road Update

I attended a construction meeting on Wednesday and the following schedule of work was discussed for the next several weeks:

Waukegan Road to Sunset Ridge

- Temporary pavement will be removed 3/31-4/2

Sunset Ridge to Wagner

- Temporary pavement will be removed 4/2-4/3
- Pre pavement work 3/18-3/24
- Pour concrete pavement 3/25-3/26

Wagner to the Bridge

- Bridge prep 3/20-3/24
- Pour concrete pavement 3/25
- Earth excavation and place stone base 3/30-4-3

Bridge to Happ

- Pavement removed 3/25-3/27
- Water main work 3/18-3/20 & 3/30-4/1
- Storm Sewer work 3/20, 4/3 and 4/6

Northfield Road (south bound) Intersection

- Close Road 3/23
- Open Road 5/8

At the next meeting we should have a better idea on the Landscaping work to be done this spring.

Commissioner Recognition Dinner

If you have not already responded, please let us know if you will be able to join us for dinner as we thank Commissioners Trimble, Coyle and Spaan for their service to the District. The event is scheduled for Monday, April 13th.

Elections

Elections for the Park Board of Commissioners are Tuesday, April 7th. Certification of the ballots takes 21 days. New commissioners can be sworn in anytime after the 21 day period. Based on the District meeting schedule, the new commissioners will be sworn in at the May 18th meeting.

CONSENT AGENDA

NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, FEBRUARY 23, 2015
NORTHFIELD COMMUNITY CENTER
BOARD ROOM 6:30 P.M.

President Trimble called the meeting to order at 6:38 p.m. and a roll call was taken.
Present: Commissioners – Trimble, O'Grady, Zaban, Bickford.
Also present staff member: Alexoff, Guillen, Sweeney, Byron
Absent: Commissioner Coyle, Spaan, Head, and Treasurer Morrell

APPROVAL/ADDITIONS TO AGENDA

None

AUDIENCE COMMENTS

None

CORRESPONDENCE

None

DIRECTOR'S REPORT

a. Northfield Community Center Expansion

The kick off meeting for the schematic design was held and various items were discussed. The intent is to have a formal presentation of the schematic design results at the April 27th Board meeting.

- The target budget is 1.5M
- The Construction Manager relationship options are still being worked out

b. Informational Items

- Willow Road Update – Nothing has happened since the last meeting. The finished date is estimated to be June 2015.
- Commissioner Dinner-It is a tradition of the agency to honor the exiting commissioner with a dinner. Please advise staff if available on April 13th or April 20th
- KWBA- A recreation committee meeting has been tentatively schedule on March 16, to talk in depth about what is happening at KWBA.
- Northfield Parks Foundation- The remaining balance for their $500,000 commitment for Willow Park Redevelopment has been paid.
- NSSRF Banquet- Commissioners are invited to attend the 2015 NSSRA Shining Star Banquet scheduled for Friday April 24th

CONSENT AGENDA

a. **Approval of Board Meeting Minutes 01/26/15**
b. **Approval of Cash Expenditures for month January 2015 (copy for review will be available at the meeting)**

Commissioner Trimble made a motion to approve the Consent Agenda Commissioner O'Grady seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: Trimble, O'Grady, Zaban, Bickford
Voting Nay: Commissioners: None
Absent: Commissioners: Coyle, Spaan, Head
Abstain: Commissioners:
Motion passed

AGENCY REPORTS

a. **Finance (January 15**)

The 2015-2016 budget process has started. Staff is already working on it. Staff is keeping an eye on minimum wage as it may increase by July 1st.

b. **Recreation, Park Grounds and Facilities**

- The spring brochure has been mailed.
- Camp revenue is higher than last year at this time
- CIT program is still very popular
- Father /Daughter Valentine's day celebration was extremely successful with over 100 guests in attendance
- Clarkson Park Ice Skating is still open
- Plowing the school and park district properties is going really well.

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the meeting at 7:05 p.m. Commissioner Trimble seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: Trimble, O'Grady, Zaban, Bickford
Voting Nay: Commissioners: None
Absent: Commissioners: Coyle, Spaan, Head
Abstain: Commissioners:
Motion passed

AGENCY REPORTS

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
772	**ALL FUNDS**									***Page 1***
773		TOTAL AGENCY REVENUE	158,062	118,614	**1,302,187**	1,226,399	**1,192,328**	1,861,916	109,859	9.2%
774		TOTAL AGENCY EXPENSES	121,715	117,457	**1,156,525**	1,162,333	**1,315,029**	1,845,903	(158,504)	-12.1%
775		RESERVES	36,347	1,156	**145,662**	64,067	**(122,701)**	16,013	268,363	-218.7%
778										
779										
780		Fund Balance-Beginning			**975,637**		**960,201**	960,201		
781		Fiscal Year Reserves			**145,662**		**(122,701)**	16,013		
782		Fund Balance-Ending			**1,121,299**		**837,500**	976,214		
783										

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
3	**01-CORPORATE FUND**									***Page 2***
4	0110000003010	TAXES	86,506	50,000	**387,122**	414,916	**345,679**	647,500	41,443	12.0%
5	0110000003070	BANK INTEREST	831	154	**1,774**	(275)	**1,171**	1,500	603	51.5%
6	0110000003091	NSSRA REIMBURSEMENT	-	-	**-**	-	**-**	8,315	-	
7	0110000003099	MISCELLANEOUS REVENUE	-	1,500	**1,960**	-	**1,500**	1,500	460	
9		TOTAL REVENUES	87,337	51,654	**390,855**	416,141	**348,349**	658,815	42,506	12.2%
10	0110000004008	FT SALARIES	22,444	23,853	**200,216**	200,013	**218,406**	326,598	(18,190)	-8.3%
11	0110000004009	PT SALARIES	4,410	4,429	**36,944**	35,922	**39,645**	59,916	(2,701)	-6.8%
12	0110000004015	HEALTH INSURANCE	4,855	7,024	**48,744**	45,032	**51,344**	78,632	(2,600)	-5.1%
13	0110000004026	GAS / MILEAGE REIMBURSEMENT	535	535	**4,575**	4,552	**4,789**	7,200	(214)	-4.5%
14	0110000004050	DUES & EDUCATION	7,820	4,282	**15,505**	7,117	**13,908**	15,492	1,597	11.5%
15	0110000004099	MISC -EXP	1,091	728	**6,573**	4,383	**9,914**	15,000	(3,340)	-33.7%
16	0110000005022	PHONE	470	400	**3,774**	4,281	**3,200**	4,800	574	17.9%
17	0110000005023	INTERNET / CABLE	128	140	**1,077**	689	**1,061**	1,620	16	1.5%
18	0110000005030	PRINTING	-	8,905	**20,975**	20,329	**30,486**	30,800	(9,511)	-31.2%
19	0110000005040	LEGAL & PROFESSIONAL	-	2,000	**1,953**	3,363	**7,000**	9,600	(5,047)	-72.1%
20	0110000005060	CONTRACTUAL	3,446	2,680	**21,730**	15,337	**25,938**	36,083	(4,208)	-16.2%
21	0110000006010	OFFICE EQUIPMENT	2,000	1,277	**2,000**	2,583	**3,192**	4,000	(1,192)	-37.3%
22	0110000006020	CAPITAL PURCHASES	-	-	**-**	-	**-**	-	-	
23	0110000006021	OFFICE SUPPLIES	500	372	**2,238**	2,159	**3,310**	4,800	(1,072)	-32.4%
24	0110000006025	POSTAGE	500	279	**3,059**	2,400	**4,116**	4,375	(1,057)	-25.7%
25	0110000006070	SAFETY	-	97	**895**	796	**1,242**	2,040	(347)	
27		TOTAL EXPENSES	48,200	57,001	**370,258**	348,957	**417,551**	600,956	(47,293)	-11.3%
28		TOTAL FUND REVENUES	87,337	51,654	**390,855**	416,141	**348,349**	658,815	42,506	12.2%
29		TOTAL FUND EXPENSES	48,200	57,001	**370,258**	348,957	**417,551**	600,956	(47,293)	-11.3%
30		RESERVES	39,136	(5,348)	**20,598**	67,184	**(69,201)**	57,859	89,799	-129.8%
34										
35	0190000009992	TRANSFER OUT	-	-	**-**	-	**-**	97,850	-	
36										
37	100000009000	Fund Balance-Beginning			**211,021**		**200,525**	200,525		
38		Fiscal Year Reserves			**20,598**		**(69,201)**	(39,991)		
39		Fund Balance-Ending			**231,619**		**131,324**	160,534		
40										

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
41	**03-RECREATION FUND**									*Page 3*
42	0310000003010	TAXES	5,835	3,000	**24,975**	25,303	**22,046**	41,700	2,929	13.3%
43	0310000003099	MISCELLANEOUS REVENUE	-	-	**-**	-	**-**	-	-	
44	0310000103060	DONATION FOR SCHOLARSHIPS	-	-	**200**	1,200	**-**	-	200	
53	0320000003099	MISCELLANEOUS REVENUE	-	-	**-**	-	**-**	-	-	
54	032XXXXXX3030	RENTAL INCOME	9,254	19,003	**268,996**	157,600	**282,283**	402,183	(13,286)	-4.7%
59	032XXXXXX3050	CONCESSIONS	463	1,122	**3,323**	5,254	**5,694**	11,430	(2,370)	-41.6%
65	033028XXX3040	FITNESS CENTER	5,617	5,074	**35,481**	36,828	**34,029**	52,917	1,452	4.3%
178	0320000003090	LOAN PROCEEDS	-	-	**-**	-	**-**	-	-	
179	0321060003099	WILLO PARK- MISC. REVENUE	-	-	**-**	319	**-**	-	-	
180	0320000003095	REIMBURSEMENTS	-	-	**-**	-	**-**	-	-	
181	0321050003095	REIMBURSEMENTS	-	-	**-**	632	**-**	-	-	
182	0321060003095	WILLOW PARK- REIMBURSEMENTS	-	-	**8,131**	17,459	**-**	-	8,131	
183	0321070003095	CLARKSON PK -REIMBURSEMENTS	-	-	**-**	20	**-**	-	-	
184	0321080003095	FOX MEADOW -REIMBURSEMENTS	-	-	**-**	-	**-**	-	-	
185	032XXXXXX3095	REIMBURSEMENTS	-	-	**8,131**	17,479	**-**	-	8,131	
186	033XXXXXX3020	PROGRAM REVENUE	7,837	9,710	**352,514**	352,605	**325,888**	353,472	26,627	8.2%
188		TOTAL REVENUES	29,005	37,908	**693,620**	597,219	**669,939**	861,702	23,681	3.5%
189	ADMINISTRATIVE									
190	0310000004008	FT SALARIES	4,443	4,723	**38,913**	39,825	**41,579**	63,015	(2,666)	-6.4%
192	0310000104095	SCHOLARSHIPS-EXPENSE	-	-	**421**	-	**-**	-	421	
193	0310000004099	MISCELLANEOUS EXPENSE	-	-	**-**	-	**-**	-	-	
194		TOTAL ADMINISTRATIVE	4,443	4,723	**39,334**	39,825	**41,579**	63,015	(2,245)	-5.4%
195	PARKS & FACILITIES				**-**					
199	032XXXXXX4008	FT SALARIES	3,066	3,065	**27,174**	26,543	**27,207**	41,003	(33)	-0.1%
206	032XXXXXX4009	PT SALARIES	4,707	3,194	**40,842**	43,270	**42,988**	68,920	(2,147)	-5.0%
219	032XXXXXX502X	UTILITIES	2,147	1,874	**16,112**	16,634	**22,521**	37,235	(6,409)	-28.5%
228	032XXXXXX5060	CONTRACTUAL	886	1,279	**35,745**	44,174	**39,431**	62,684	(3,686)	-9.3%
235	032XXXXXX5061	REPAIR & MAINTENANCE	893	11,185	**34,695**	61,311	**38,911**	62,610	(4,216)	-10.8%
240	032XXXXXX6010	SMALL EQUIPMENT	-	-	**1,784**	2,267	**2,000**	5,575	(216)	
246	032XXXXXX6020	CAPITAL PURCHASES	-	-	**-**	10,041	**-**	3,600	-	#DIV/0!
253	032XXXXXX6021	SUPPLIES	3,512	4,472	**26,688**	36,105	**40,229**	71,620	(13,541)	-33.7%
255		TOTAL PARKS	15,211	25,070	**183,039**	240,345	**213,288**	353,247	(30,249)	-14.2%
256	RECREATION									
365	033XXXXXX4009	PT SALARIES	9,019	6,225	**86,425**	85,242	**85,407**	106,736	1,018	1.2%
477	033XXXXXX5060	CONTRACTUAL	5,689	3,400	**88,647**	82,633	**92,176**	104,575	(3,529)	-3.8%
478	0330282836010	SMALL EQUIPMENT-OTHER	-	-	**-**	36	**762**	1,000	(762)	
479	0330282836020	CAPITAL EQUIPMENT-FITNESS	-	-	**-**	-	**-**	-	-	#DIV/0!
587	033XXXXXX6021	SUPPLIES	364	618	**14,434**	18,013	**21,610**	23,961	(7,176)	-33.2%
588		TOTAL RECREATION	15,072	10,242	**189,505**	185,925	**199,954**	236,272	(10,449)	-5.2%
589		TOTAL EXPENSES	34,726	40,035	**411,879**	466,094	**454,821**	652,534	(42,942)	-9.4%
590		RESERVES	(5,720)	(2,[illegible])	**281,741**	131,125	**215,119**	209,168	66,623	31.0%
597	0390000009992	TRANSFER OUT TO CAPITAL	-	-	**100,000**	-	**-**	149,000	100,000	

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
598										
599										
600		Fund Balance-Beginning			**242,280**		**233,519**	233,519		
601		Fiscal Year Reserves			**181,741**		**215,119**	60,168		91111.0%
602		Fund Balance-Ending			**424,022**		**448,638**	293,687		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

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	A	B	C	D	E	F	G	H	I	J
603	**05-NSSRA FUND**				**-**					***Page 4***
604	0510000003010	TAXES	21,364	15,000	**93,893**	116,151	**87,072**	158,000	6,821	7.8%
605	0510000003080	NSSRA - GRANT	-	-	**-**	-	**-**	-	-	
606	0510000003081	INCLUSION REIMBURSEMENT	-	-	**-**	-	**-**	-	-	
607		TOTAL REVENUE	21,364	15,000	**93,893**	116,151	**87,072**	158,000	6,821	7.8%
608	0510000004008	SALARIES	1,434	1,602	**12,830**	13,315	**14,116**	21,322	(1,287)	-9.1%
609	0510000007010	NSSRA -EXPENSE	26,045	-	**65,732**	58,840	**73,133**	90,417	(7,401)	-10.1%
610	0520000004009	ALL PARKS SALARIES	1,232	2,733	**3,558**	4,557	**8,200**	8,200	(4,642)	-56.6%
611		TOTAL EXPENSES	28,711	4,335	82,119	76,712	95,449	119,939	(13,330)	(1)
612	0590000009991	TRANSFER IN TO NSSRA	-		**-**	-	**-**	-	-	#DIV/0!
613		TOTAL FUND REVENUE	21,364	15,000	**93,893**	116,151	**87,072**	158,000	6,821	7.8%
614		TOTAL FUND EXPENSES	28,711	4,335	**82,119**	76,712	**95,449**	119,939	(13,330)	-14.0%
615		RESERVES	(7,347)	10,665	**11,773**	39,439	**(8,378)**	38,061	20,151	-240.5%
616										
617	0590000009992	TRANSFER OUT FROM NSSRA	-	-	**-**	-	**-**	114,187	-	
618										
619		Fund Balance-Beginning			**146,340**		**147,214**	147,214		
620		Fiscal Year Reserves			**11,773**		**(8,378)**	(76,126)		
621		Fund Balance-Ending			**158,113**		**138,836**	71,088		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

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	A	B	C	D	E	F	G	H	I	J
622	**07-AUDIT FUND**									***Page 5***
623	0710000003010	TAXES	1,453	1,051	**6,374**	6,633	**5,803**	10,726	572	9.8%
624	0710000005040	LEGAL & PROFESSIONAL	-	-	**8,400**	8,300	**8,400**	8,400	-	
625										
627		TOTAL FUND REVENUE	1,453	1,051	**6,374**	6,633	**5,803**	10,726	572	9.8%
628		TOTAL FUND EXPENSE	-	-	**8,400**	8,300	**8,400**	8,400	-	
629		RESERVES	1,453	1,051	**(2,026)**	(1,667)	**(2,597)**	2,326	572	-22.0%
630		TRANSFER IN								
631										
632		Fund Balance-Beginning			**8,134**		**8,076**	8,076		
633		Fiscal Year Reserves	1,453		**(2,026)**		**(2,597)**	2,326		
634		Fund Balance-Ending			**6,108**		**5,479**	10,402		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
635	**09-LIABILITY FUND**									***Page 6***
636	0910000003010	TAXES	4,380	3,000	**19,145**	20,243	**17,653**	32,000	1,492	8.5%
637	0910000004008	FT SALARIES	237	237	**2,110**	1,911	**2,116**	3,179	(6)	-0.3%
638	0910000007020	LIABILITY INSURANCE	2,345	2,543	**18,571**	17,126	**18,979**	29,214	(408)	-2.1%
640		TOTAL EXPENSES	2,582	2,780	**20,682**	19,037	**21,095**	32,393	(413)	-2.0%
641		TOTAL FUND REVENUE	4,380	3,000	**19,145**	20,243	**17,653**	32,000	1,492	8.5%
642		TOTAL FUND EXPENSE	2,582	2,780	**20,682**	19,037	**21,095**	32,393	(413)	-2.0%
643		RESERVES	1,798	220	**(1,537)**	1,206	**(3,442)**	(393)	1,906	-55.4%
644										
645		TRANSFER IN								
646		Fund Balance-Beginning			**16,479**		**16,118**	16,118		
647		Fiscal Year Reserves			**(1,537)**		**(3,442)**	(393)		
648		Fund Balance-Ending			**14,942**		**12,676**	15,725		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
649	**11-SOCIAL SECURITY FUND**									***Page 7***
650	1110000003010	TAXES	7,656	6,000	**38,281**	38,540	**36,474**	65,000	1,807	5.0%
651										
652	1110000004011	WITHOLDING	3,750	4,000	**31,617**	31,844	**34,242**	54,742	(2,626)	-7.7%
654										
655		TOTAL FUND REVENUE	7,656	6,000	**38,281**	38,540	**36,474**	65,000	1,807	5.0%
656		TOTAL FUND EXPENSE	3,750	4,000	**31,617**	31,844	**34,242**	54,742	(2,626)	-7.7%
657		RESERVES	3,907	2,000	**6,665**	6,696	**2,232**	10,258	4,433	198.6%
658										
659	1190000009991	TRANSFER IN TO SOCIAL SECURITY	-	-	**-**		**-**	-	-	
660										
661		Fund Balance-Beginning			**35,206**		**33,438**	33,438		
662		Fiscal Year Reserves			**6,665**		**2,232**	10,258		
663		Fund Balance-Ending			**41,871**		**35,670**	43,696		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

2	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 Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
664	**13-IMRF FUND**									***Page 8***
665	1310000003010	TAXES	6,867	4,000	**30,018**	31,473	**27,038**	50,673	2,981	11.0%
666	1310000004012	IMRF-EMPLOYER	3,746	3,545	**34,496**	32,220	**34,490**	52,500	6	0.0%
668		TOTAL FUND REVENUE	6,867	4,000	**30,018**	31,473	**27,038**	50,673	2,981	11.0%
669		TOTAL FUND EXPENSES	3,746	3,545	**34,496**	32,220	**34,490**	52,500	6	0.0%
670		RESERVES	3,121	455	**(4,478)**	(748)	**(7,452)**	(1,827)	2,974	-39.9%
671	1390000009991	TX FROM CORP			**-**					
672		Fund Balance-Beginning			**25,424**		**24,230**	24,230		
673		Fiscal Year Reserves			**(4,478)**		**(7,452)**	(1,827)		
674		Fund Balance-Ending			**20,946**		**16,778**	22,403		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

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	A	B	C	D	E	F	G	H	I	J
675	**15-CAPITAL PROJECTS FUND**								-	*Page 9*
677	1520009503060	FOUNDATION CONTRIBUTIONS	-	-	**-**	-	**-**	-	-	
678	1521079113060	CLARKSON PARK CONTRIBUTIONS	-	-	**-**	-	**-**	-	-	
680	1521079113060	CLARKSON PARK CONTRIBUTIONS	-	-	**-**	-	**-**	-	-	
682	1521069143060	NP FOUNDATION CONTRIBUTIONS	-	-	**30,000**	-	**-**	25,000	30,000	#DIV/0!
697	1521069143090	1.4k NVB LOAN PROCEEDS	-	-	**-**	-	**-**	-	-	
698	1521069143091	900 k LOAN PROCEEDS -773002612	-	-	**-**	-	**-**	-	-	
700		TOTAL REVENUES	-	-	**30,000**	-	**-**	25,000	30,000	
703										
738	1520000005040	LEGAL & PROFESSIONAL EXP	-	-	**439**	21,981	**1,475**	1,475	(1,036)	
739	1520000006020	ARKS GENERAL CAPITAL PURCHASE	-	-	**43,811**	11,098	**44,000**	44,000	(189)	
740	1521050007090	COMMUNITY CENTER LOAN	-	-	**-**	-	**-**	8,333	-	
741	1521050004009	CAPITAL- COM. CTR SALARIES	-	-	**-**	-	**-**	-	-	
742	1521050006020	MMUNITY CENTER CAP PURCHASES	-	660	**-**	-	**660**	6,776	(660)	
743	1521060004009	CAPITAL PROJECTS SALARY	-	-	**-**	-	**-**	-	-	
744	1521060006020	WILLOW PARK CAP. PUCHASES	-	-	**1,648**	-	**21,234**	24,924	(19,585)	
745	1521070004009	CAPITAL-CLARKSON PK SALARIES	-	-	**-**	-	**-**	-	-	
746	1521070006020	LARKSON PARK CAPITAL PURCHASE	-	-	**800**	-	**19,830**	53,870	(19,030)	
747	1521080004009	CAPITAL-FOX MEADOW SALARIES	-	-	**-**	-	**-**	-	-	
748	1521080005060	FOX MEADOW WETLANDS	-	5,100	**1,250**	-	**9,834**	13,578	(8,584)	
749	1521080006020	FOX MEADOW CAPITAL	-	-	**-**	5,275	**2,823**	20,043	(2,823)	
750	1520000007091	PARKS GENERAL -100kLOAN REPMT	-	-	**-**	-	**-**	-	-	
751	1521069147090	LOAN REPAYMENT-1.4k	-	-	**149,126**	140,814	**149,126**	151,440	-	
752		OTHER CAPITAL EXPENSES	-	5,760	**197,074**	179,168	**248,981**	324,439	(51,907)	
753										
754		TOTAL CAPITAL REVENUE	**-**	**-**	**30,000**	**-**	**-**	**25,000**	30,000	
755		TOTAL CAPITAL EXPENSES	**-**	**5,760**	**197,074**	**179,168**	**248,981**	**324,439**	(51,907)	
756		RESERVES	-	(5,760)	**(167,074)**	(179,168)	**(248,981)**	(299,439)	81,907	
757										
758	OTHER SOURCES									
759	Fund Transfers									
760	1521069149991	TRANS. FROM RECREATION	-	-	**100,000**		**-**	149,000	100,000	
761	1521069149992	TRANS. FROM CORPORATE	-	-	**-**		**-**	97,850	-	
762	1521069149993	TRANS. FROM NSSRA	-	-	**-**		**-**	114,187	-	
763			-	-	**100,000**		**-**	361,037	100,000	
764									-	
765									-	
766										
767										
768	RESERVES								-	
769		Fund Balance-Beginning			**290,752**		**297,081**	297,081		
770		Fiscal Year Reserves			**(67,074)**		**(248,981)**	61,598		
771		Fund Balance-Ending			**223,677**		**48,100**	358,679		

Northfield Park District
Revenue and Expense Report
For the Month Ending
February 2015

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	A	B	C	D	E	F	G	H	I	J
772	**ALL FUNDS**									***Page 1***
773		TOTAL AGENCY REVENUE	158,062	118,614	**1,302,187**	1,226,399	**1,192,328**	1,861,916	109,859	9.2%
774		TOTAL AGENCY EXPENSES	121,715	117,457	**1,156,525**	1,162,333	**1,315,029**	1,845,903	(158,504)	-12.1%
775		RESERVES	36,347	1,156	**145,662**	64,067	**(122,701)**	16,013	268,363	-218.7%
778										
779										
780		Fund Balance-Beginning			**975,637**		**960,201**	960,201		
781		Fiscal Year Reserves			**145,662**		**(122,701)**	16,013		
782		Fund Balance-Ending			**1,121,299**		**837,500**	976,214		
783										

DETAILED BALANCE SHEET

FOR PERIOD ENDING 2/28/15

ACCOUNT #	DESCRIPTION	2/28/15	2/28/14	$ CHANGE	% CHANGE
ASSETS					
01-0-000-000-1000	OPERATING-NORTHVIEW	$ 155,965.82	$ 105,661.94	$ 50,303.88	32.3%
01-0-000-000-1003	PETTY-NVB	1,323.87	957.87	366	27.6%
01-0-000-000-1007	ILLINOIS FUNDS MONEY MARKET	546.99	545.01	2	0.4%
01-0-000-000-1010	NORTHVIEW TAX ACCT	1,004,018.65	837,299.52	166,719	16.6%
01-0-000-000-1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	-	0.0%
CASH		**$ 1,161,961.33**	**$ 944,570.34**	**$ 217,390.99**	**18.7%**
01-0-000-000-1200	ACCOUNTS RECEIVABLE	$ 7,452.59	$ 11,274.09	(3,822)	-51.3%
01-0-000-000-1300	PREPAID EXPENSES	1,098.75	-	1,099	
	PROVIDED FOR LONG TERM DEBT	108,335.00	116,670	(8,335)	-7.7%
	PROVIDED FOR LONG TERM DEBT	185,106.00	330,106.00	(145,000)	-78.3%
OTHER ASSETS		$ 301,992.34	$ 458,050.09	(156,058)	-51.7%
TOTAL ASSETS		$ 1,463,953.67	$ 1,402,620.43	$ 61,333.24	4.2%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
0X-0-000-000-2000	ACCOUNTS PAYABLE	-	$ (0.03)	$ 0.03	
0X-0-000-000-2010	ACCRUED PAYROLL	(2.17)	(2.17)	$ 0.00	
XX-0-000-000-2011	EMPLOYEE DEFFERED COMP	19,630.00	13,130.00	$ 6,500.00	
01-0-000-000-2050	DEFFERED INCOME	27,795.00	34,975.00	$ (7,180.00)	
0X-0-000-000-2105	HEALTH CARE FSA	31.55	482.81	$ (451.26)	-93.5%
01-0-000-000-2106	DEPENDANT CARE FSA	-	142.88	$ (142.88)	
0X-0-000-000-2300	FAMILY CREDIT	1,759.75	1,602.50	$ 157.25	9.8%
	LOAN-NORTHVIEW BANK	185,106.00	330,106.00	$ (145,000.00)	
	LOAN-VILLAGE OF NORTHFIELD	108,335.00	116,670.00	$ (8,335.00)	-7.1%
TOTAL LIABILITIES		$ 342,655.13	$ 497,106.99	$ (154,451.86)	
TOTAL LIABILITIES					
FUND EQUITY					
-					
01-0-000-000-9000	FUND BALANCE	$ 975,636.51	$ 841,446.74	$ 134,189.77	13.8%
	FUND SURPLUS (DEFICIT)	145,662.00	64,067	81,595	56.0%
	TOTAL FUND EQUITY	**1,121,298.51**	905,514	215,785	0.70
TOTAL LIABILITIES AN	D FUND EQUITY	$ 1,463,953.64	$ 1,402,620.73	$ 61,332.91	4.2%

March, 2015
Board Report
Submitted by: Jennifer Sweeney

Soccer
We have AYSO spring dates and times confirmed. TSC is still working out their schedule. I hope to have that by next week. Based on the weather we hope they can all start when they wish, but it will just depend on when the fields dry out. All groups plan on starting after spring break so we still have a couple of weeks.

Summer Camp
Camp registrations are coming in slowly. To date we are running about $13,500 behind where we were last year with camp revenue. For some reason it doesn't seem as many people are using the Partial Payment Plan as last year. We're hoping this will encourage people to register soon by sending out some email blasts and promoting on the website.

Glenbrook Racquet Club
The Glenbrook Racquet Club will again be utilizing our tennis courts for their Jr. Summer lesson program. We are still in process of finalizing the time, but it looks like it will be close to the same usage as last summer.

Panther Basketball
All of the Panther Basketball teams' seasons wrapped up in early March. The 5th grade boys won their final tournament. The 4th grade girls' team is going to continue in a spring league in Glenview. We are in the process of getting them signed up and figuring out a fee for them for the spring. They also would like to play in a couple of tournaments.

Fitness Center
One of the treadmills in the fitness center is beyond repair. I have been working with our Direct Fitness rep and we will be receiving a demo treadmill that is a much newer year and it has a TV screen in it. We want to see how our members like it before we make any decisions on equipment purchase. We will display some signage for their feedback. We have replaced a roller and walking belt on one of the other treadmills and will be replacing the walking belts on the other two soon.

Staff Resignation
Neal Barron will be leaving us on March 27th to pursue a new career in IT. We won't be filling his exact position. We are looking to hire 2 part-time morning front desk staff and provide our current part-time maintenance staff additional hours. Neal has assisted Bill quite a bit with field maintenance and mowing during the spring, summer and fall seasons.

Board Report
March 2015
Jim Reuter

Winter Programs
The Winter Programs session ends on Monday, March 20th and the spring session will begin Friday, April 10th with Ryan Frazier-Chambers returning to coach.

Camp
Camp registration is moving slowly but I expect numbers will increase more quickly after Spring Break. The Counselor in Training program continues to fill up and we are close to our 40 CIT limit for 3 out of the 7 weeks of camp. I have interviews scheduled for the beginning of April to fill the rest of the counselor positions.

Seniors
On March 12th I went to the Stormy's with the Northfield Seniors and had 6 seniors attend. The next event for them is the April Luncheon at Froggy's on April 23rd.

Before School
NSSRA has informed us that Jenna Davison will be starting as our new one-to-one companion on March 23rd.

Special Events
There have been three birthday parties throughout the month of March and already have a couple scheduled for April and May.

The annual Easter Egg Hunt will be held on April 4th at Clarkson Park. Pictures with the bunny and face painting will begin at 10:30 am and the egg hunt will begin at 11 am sharp.

March 2015
Northfield Park District Board Meeting
Parks & Facilities Report
Submitted by Bill Byron

Willow Park / School District 29
-It looks like most of our snow/ice removal services should be wrapping up for the season. Logistically the operation went very smoothly, and financially we were able to meet our budget for revenue, so overall we are very happy with the results after increasing our operation to include both Middlefork and Sunset Ridge School.
-We are getting all of the athletic fields ready for the spring season. Most of our groups begin after Easter, however New Trier softball begins playing games on NF4 in March, weather permitting.
-Our growth covers still haven't increased the soil temperature enough to start the seed germination process, meaning it is possible that the soccer fields start the season looking a little bare. Because of that we have an aggressive maintenance program planned for spring/summer overseeding.
-Tennis nets are up, and the batting cage should go up before the end of March.

Clarkson Park
-The ice rink is done, and Clarkson Park is back to its normal state.

Community Center
-We are monitoring a small leak in the sprinkler room that was likely caused by the blizzard and the resulting thaw.

Fox Meadow
-Removal of invasive species is scheduled for March 19-20 in the wetlands.
-We are on the schedule for a spring burn of the wetland if and when conditions permit.