NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, MARCH 24, 2014

NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, MARCH 24, 2014
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. Before/After Care
    b. Northfield Community Center Expansion
        i. PARC Grant Update
        ii. Finance Discussion
    c. Informational Items

6. Consent Agenda

    a. Approval of Board Meeting Minutes 2/24/14
    b. Approval of Cash Expenditures for Month of February 2014 (copy for review will be available at the meeting).

7. Agency Reports

    a. Finance
    b. Recreation / Park Grounds and Facilities

8. Executive Session
   The appointment, employment, compensation, discipline, performance or dismissal of specific employees. (5 ILCS 120/2(c)(1).)

9. 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: Before / After Care Program

Date: March 21, 2014

Jennifer will not be at our meeting on Monday and has provided an update on the before/after care in her staff report.

I would like to spend some time at the meeting to discuss the program and its future.

To: Park Board of Commissioners

From: George Alexoff

Subject: Northfield Community Center Expansion

Date: March 21, 2014

PARC Grant

The PARC Grant was submitted on Thursday March 6, 2014. Staff was pleased to receive positive comments from our two legislators and their letter of support for the project. We need to continue to communicate with our legislators so that they can champion our project in Springfield when the time is right. In the meantime please continue to speak with our residents regarding any connections they have down in Springfield. The more we can keep our name in front of the decision makers the better our chances.

Financing

I would like to start the conversation on determining the level of funding that board would feel comfortable allocating for the community center expansion if we do not receive the PARC Grant.

Once we have an amount in mind, we can reach back out to Williams and Associates, so they can continue refining a plan that they believe will fit within our budget parameters.

The board has previously agreed that any loan would need to be for a 10 year term.

To: Park Board of Commissioners

From: George Alexoff

Subject: Monthly Informational Items

Date: March 20, 2014

Northfield Parks Caucus

President Trimble and I have been invited to the April 7th Parks Caucus Meeting to provide the group with a "State of the Park District" Update. We plan to discuss:

- The Master Plan Process
- Agency Priority Listing
- Community Center Expansion and Renovation
- Parks Foundation

If you have other items you would like us to discuss please let us know.

Willow Road Update

Wagner Road Detour Notice

On Friday, March 28, IDOT will be closing the northern intersection of Willow Road and Wagner, by Middlefork School. The intersection will be closed to allow for the relocation and installation of utilities and will remain closed for one week. The construction crews will start, after the close of school, on Friday, March 28. They will work longer hours and on the weekends to try to get the intersection re-opened before school resumes after spring break. Local traffic is being detoured to the Old Willow/Northfield Road intersection.

Click here to see the detour route
http://www.northfieldil.org/documents/Willow/Exhibits/Wagner_Detour.pdf

During the detour period the Village will:

- closely monitor the Northfield Road intersection, and will request that IDOT make adjustments to the signal timing, if needed, to minimize traffic backups;
- continue to provide special Police patrols on the local streets to reduce speeding and cut through traffic; and,
- Continue to ensure that emergency responses routes are maintained to all part of the community for police, fire and ambulance access.

Staff has also sent the contractor notification on Park Rentals and Special Events at Clarkson Park so the off street parking is available for the Park.

CONSENT AGENDA

NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, FEBRUARY 24, 2014
NORTHFIELD COMMUNITY CENTER
BOARD ROOM 6:30 P.M.

Vice President Coyle called the meeting to order at 6:30 p.m. and a roll call was taken.
Present: Commissioners – Coyle, Spaan, O'Grady, Head, Zaban
Also present staff member: Alexoff, Sweeney, Guillen, Byron
Absent: Commissioners Trimble, Zaban, Treasurer Morrell

APPROVAL/ADDITIONS TO AGENDA
None

AUDIENCE COMMENTS
Scott Lange, Williams & Architects
Steve Mihelich, Williams & Architects
Joan Hoholik, School Board

CORRESPONDENCE
None

DIRECTOR'S REPORT
Commissioner Trimble arrived at 6:33 p.m.

a. **Northfield Community Center Expansion / PARC Grant**
Scott Lange & Steve Mihelich from Williams Architect presented the results of the PARK Grant Plan.

b. **PARC Grant Resolution of Authorization**
Commissioner Trimble made a motion to approve the PARC Grant Resolution of Authorization. Commissioner Head seconded the motion. A roll call vote was taken

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

Motion passed.

c. **Willow Road Update**
The winter project is moving ahead. IDOT estimates the north side of the road will be completed by June 2014. IDOT hopes to have the south side completed by November 2014. They will be back out in the spring 2014 to complete the landscape work.

d. Informational Items

- The District will host a Public Meeting to discuss the Community Center Expansion on March 3 at 6:00 p.m. at the Northfield Community Center
- School/Park Meeting - School will not be offering a summer program this year. Before and After Care program is still being discussed. Both organizations have agreed on shared maintenance agreement; it will be a one year commitment between the park district and the school.
- NSSRA Shining Stars Awards & Recognition Banquet is scheduled for Friday, April 25th.

CONSENT AGENDA

a. Approval of Board Meeting Minutes 01/27/14

b. Approval of Cash Expenditures for month January 2014 (copy for review will be available at the meeting)

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

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

Motion passed.

AGENCY REPORTS

a. Finance (January 2014)

Rental income is under budget due to timing. It will be in line with budget in February.

b. Recreation, Park Grounds and Facilities

- Camp registration is low; the weather does not help.
- CIT program is very popular
- Date night went very well with a large attendance.
- Treadmill malfunctioning - staff will see what can be done.
- Tiny Tot Olympics with the Nursery School went very well.
- Before and After school programs to be determined. Staff feels that registration will pick up; however there is only one registration to date.
- The ice rink will not be maintained or staffed anymore. Season is over.

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the meeting at 8:00 p.m. Commissioner O'Grady seconded the motion. A roll call vote was taken.

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

Motion passed.

AGENCY REPORTS

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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	237,558	97,855	**1,226,399**	1,088,151	**1,062,996**	1,701,668	163,403	15.4%
774		TOTAL AGENCY EXPENSES	112,375	100,564	**1,162,333**	1,055,493	**1,219,241**	1,744,986	(56,908)	-4.7%
775		RESERVES	125,183	(2,709)	**64,067**	32,657	**(156,245)**	(43,318)	220,311	-141.0%
778										
779										
780		Fund Balance-Beginning			**841,439**		**800,019**	800,019		
781		Fiscal Year Reserves			**64,067**		**(156,245)**	(43,318)		
782		Fund Balance-Ending			**905,506**		**643,774**	756,701		
783										

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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	106,367	30,000	**414,916**	373,174	**349,000**	645,000	65,916	18.9%
5	0110000003070	BANK INTEREST	-	80	**(275)**	709	**609**	780	(884)	-145.1%
6	0110000003091	NSSRA REIMBURSEMENT	-	-	**-**	-	**-**	8,100	-	
7	0110000003099	MISCELLANEOUS REVENUE	-	1,500	**-**	1,940	**1,500**	1,500	(1,500)	
9		TOTAL REVENUES	106,367	31,580	**416,141**	375,822	**351,109**	655,380	65,032	18.5%
10	0110000004008	FT SALARIES	22,303	23,051	**200,013**	182,064	**211,508**	315,731	(11,495)	-5.4%
11	0110000004009	PT SALARIES	4,413	4,262	**35,922**	33,034	**38,672**	58,237	(2,750)	-7.1%
12	0110000004015	HEALTH INSURANCE	6,216	6,099	**45,032**	42,022	**45,462**	69,867	(430)	-0.9%
13	0110000004026	GAS / MILEAGE REIMBURSEMENT	559	535	**4,552**	4,407	**4,789**	7,440	(237)	-4.9%
14	0110000004050	DUES & EDUCATION	2,507	4,408	**7,117**	8,266	**14,316**	15,947	(7,199)	-50.3%
15	0110000004099	MISC -EXP	435	728	**4,383**	5,304	**9,914**	15,000	(5,531)	-55.8%
16	0110000005022	PHONE	324	540	**4,281**	3,788	**4,320**	6,480	(39)	-0.9%
17	0110000005023	INTERNET / CABLE	115	120	**689**	725	**912**	1,392	(223)	-24.4%
18	0110000005030	PRINTING	-	8,905	**20,329**	29,268	**30,486**	30,800	(10,157)	-33.3%
19	0110000005040	LEGAL & PROFESSIONAL	398	1,500	**3,363**	4,797	**5,250**	7,200	(1,888)	-36.0%
20	0110000005060	CONTRACTUAL	811	2,400	**15,337**	20,993	**23,227**	32,311	(7,890)	-34.0%
21	0110000006010	OFFICE EQUIPMENT	-	1,436	**2,583**	1,013	**3,590**	4,500	(1,007)	-28.0%
22	0110000006020	CAPITAL PURCHASES	-	-	**-**	-	**-**	-	-	
23	0110000006021	OFFICE SUPPLIES	197	372	**2,159**	3,062	**3,310**	4,800	(1,151)	-34.8%
24	0110000006025	POSTAGE	-	290	**2,400**	3,711	**4,348**	4,555	(1,948)	-44.8%
25	0110000006070	SAFETY	-	95	**796**	925	**1,212**	1,990	(416)	
27		TOTAL EXPENSES	38,277	54,742	**348,957**	343,379	**401,316**	576,251	(52,359)	-13.0%
28		TOTAL FUND REVENUES	106,367	31,580	**416,141**	375,822	**351,109**	655,380	65,032	18.5%
29		TOTAL FUND EXPENSES	38,277	54,742	**348,957**	343,379	**401,316**	576,251	(52,359)	-13.0%
30		RESERVES	68,090	(23,162)	**67,184**	32,444	**(50,207)**	79,129	117,391	-233.8%
34										
35	0190000009992	TRANSFER OUT	-	-	**-**	-	**-**	97,850	-	
36										
37	100000009000	Fund Balance-Beginning			**196,271**		**190,938**	190,938		
38		Fiscal Year Reserves			**67,184**		**(50,207)**	(18,721)		
39		Fund Balance-Ending			**263,455**		**140,731**	172,217		
40										

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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***
54	032XXXXXX3030	RENTAL INCOME	46,088	16,790	**157,600**	147,699	**161,820**	280,057	(4,220)	-2.6%
59	032XXXXXX3050	CONCESSIONS	663	889	**5,254**	5,428	**5,801**	12,280	(547)	-9.4%
65	033028XXX3040	FITNESS CENTER	5,679	5,162	**36,828**	36,560	**34,509**	53,663	2,319	6.7%
185	032XXXXXX3095	REIMBURSEMENTS	-	-	**17,479**	2,584	**-**	-	17,479	
186	033XXXXXX3020	PROGRAM REVENUE	13,515	7,133	**352,605**	310,211	**295,422**	316,958	57,183	19.4%
188		TOTAL REVENUES	73,405	35,564	**597,219**	524,737	**522,442**	701,858	74,777	14.3%
189	ADMINISTRATIVE									
190	0310000004008	FT SALARIES	4,525	4,525	**39,825**	35,720	**39,865**	60,360	(40)	-0.1%
192	0310000104095	SCHOLARSHIPS-EXPENSE	-	-	**-**	-	**-**	-	-	
193	0310000004099	MISCELLANEOUS EXPENSE	-	-	**-**	59	**-**	-	-	
194		TOTAL ADMINISTRATIVE	4,525	4,525	**39,825**	35,778	**39,865**	60,360	(40)	-0.1%
195	PARKS & FACILITIES				**-**					
199	032XXXXXX4008	FT SALARIES	2,990	2,989	**26,543**	24,563	**26,537**	39,993	6	0.0%
206	032XXXXXX4009	PT SALARIES	3,621	3,110	**43,270**	30,340	**41,989**	63,975	1,281	3.1%
219	032XXXXXX502X	UTILITIES	1,037	1,883	**16,634**	17,664	**22,501**	36,308	(5,867)	-26.1%
228	032XXXXXX5060	CONTRACTUAL	2,579	3,585	**44,174**	35,805	**50,454**	76,408	(6,280)	-12.4%
235	032XXXXXX5061	REPAIR & MAINTENANCE	1,035	1,561	**61,311**	50,759	**39,533**	60,415	21,778	55.1%
240	032XXXXXX6010	SMALL EQUIPMENT	(557)	-	**2,267**	924	**2,800**	5,875	(533)	
246	032XXXXXX6020	CAPITAL PURCHASES	-	-	**10,041**	-	**10,200**	10,200	(160)	-1.6%
253	032XXXXXX6021	SUPPLIES	2,081	2,171	**36,105**	28,156	**37,702**	61,120	(1,597)	-4.2%
255		TOTAL PARKS	12,786	15,299	**240,345**	188,211	**231,716**	354,294	8,629	3.7%
256	RECREATION									
365	033XXXXXX4009	PT SALARIES	6,347	4,950	**85,242**	70,823	**79,478**	97,355	5,764	7.3%
477	033XXXXXX5060	CONTRACTUAL	7,255	2,920	**82,633**	93,786	**79,935**	93,921	2,698	3.4%
478	0330282836010	SMALL EQUIPMENT-OTHER	-	-	**36**	114	**1,919**	2,519	(1,883)	
479	0330282836020	CAPITAL EQUIPMENT-FITNESS	-	-	**-**	-	**-**	-	-	#DIV/0!
587	033XXXXXX6021	SUPPLIES	796	659	**18,013**	17,183	**20,113**	21,567	(2,099)	-10.4%
588		TOTAL RECREATION	14,397	8,528	**185,925**	181,906	**181,445**	215,362	4,479	2.5%
589		TOTAL EXPENSES	31,708	28,352	**466,094**	405,895	**453,026**	630,016	13,068	2.9%
590		RESERVES	41,697	7,212	**131,125**	118,842	**69,415**	71,842	61,710	88.9%
596										
597	0390000009992	TRANSFER OUT TO CAPITAL	-	-		-	**-**	49,000	-	
599										
600		Fund Balance-Beginning			**184,635**		**174,427**	174,427		
601		Fiscal Year Reserves			**131,125**		**69,415**	22,842		91111.0%
602		Fund Balance-Ending			**315,760**		**243,842**	197,269		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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
603	**05-NSSRA FUND**				**-**					***Page 4***
604	0510000003010	TAXES	31,208	18,711	**116,151**	110,419	**101,997**	168,400	14,155	13.9%
605	0510000003080	NSSRA - GRANT	-	-	**-**	-	**-**	-	-	
606	0510000003081	INCLUSION REIMBURSEMENT	-	-	**-**	-	**-**	-	-	
607		TOTAL REVENUE	31,208	18,711	**116,151**	110,419	**101,997**	168,400	14,155	13.9%
608	0510000004008	SALARIES	1,508	1,564	**13,315**	11,996	**13,782**	20,848	(467)	-3.4%
609	0510000007010	NSSRA -EXPENSE	26,226	-	**58,840**	53,207	**69,471**	85,889	(10,631)	-15.3%
610	0520000004009	ALL PARKS SALARIES	1,502	2,730	**4,557**	2,094	**8,190**	8,190	(3,634)	-44.4%
611		TOTAL EXPENSES	29,235	4,294	76,712	67,297	91,443	114,927	(14,731)	(1)
612	0590000009991	TRANSFER IN TO NSSRA	-		**-**	-	**-**	-	-	#DIV/0!
613		TOTAL FUND REVENUE	31,208	18,711	**116,151**	110,419	**101,997**	168,400	14,155	13.9%
614		TOTAL FUND EXPENSES	29,235	4,294	**76,712**	67,297	**91,443**	114,927	(14,731)	-16.1%
615		RESERVES	1,973	14,417	**39,439**	43,122	**10,554**	53,473	28,886	273.7%
616										
617	0590000009992	TRANSFER OUT FROM NSSRA	-	-	**-**	-	**-**	111,201	-	
618										
619		Fund Balance-Beginning			**101,301**		**84,030**	84,030		
620		Fiscal Year Reserves			**39,439**		**10,554**	(57,728)		
621		Fund Balance-Ending			**140,740**		**94,584**	26,302		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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
622	**07-AUDIT FUND**									***Page 5***
623	0710000003010	TAXES	1,749	1,000	**6,633**	5,606	**6,200**	10,201	433	7.0%
624	0710000005040	LEGAL & PROFESSIONAL	-	-	**8,300**	8,400	**8,300**	8,300	-	
625										
627		TOTAL FUND REVENUE	1,749	1,000	**6,633**	5,606	**6,200**	10,201	433	7.0%
628		TOTAL FUND EXPENSE	-	-	**8,300**	8,400	**8,300**	8,300	-	
629		RESERVES	1,749	1,000	**(1,667)**	(2,794)	**(2,100)**	1,901	433	-20.6%
630		TRANSFER IN								
631										
632		Fund Balance-Beginning			**6,038**		**5,896**	5,896		
633		Fiscal Year Reserves	1,749		**(1,667)**		**(2,100)**	1,901		
634		Fund Balance-Ending			**4,371**		**3,796**	7,797		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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	5,590	2,000	**20,243**	16,820	**19,600**	30,701	643	3.3%
637	0910000004008	FT SALARIES	214	214	**1,911**	1,760	**1,913**	2,878	(2)	-0.1%
638	0910000007020	LIABILITY INSURANCE	2,318	2,320	**17,126**	15,436	**17,312**	26,648	(187)	-1.1%
640		TOTAL EXPENSES	2,532	2,534	**19,037**	17,196	**19,225**	29,526	(189)	-1.0%
641		TOTAL FUND REVENUE	5,590	2,000	**20,243**	16,820	**19,600**	30,701	643	3.3%
642		TOTAL FUND EXPENSE	2,532	2,534	**19,037**	17,196	**19,225**	29,526	(189)	-1.0%
643		RESERVES	3,058	(534)	**1,206**	(377)	**375**	1,175	831	221.9%
644										
645		TRANSFER IN				3,000				
646		Fund Balance-Beginning			**13,472**		**13,153**	13,153		
647		Fiscal Year Reserves			**1,206**		**375**	1,175		
648		Fund Balance-Ending			**14,678**		**13,528**	14,328		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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	10,934	5,000	**38,540**	27,959	**33,929**	57,127	4,611	13.6%
651										
652	1110000004011	WITHOLDING	3,630	3,500	**31,844**	28,766	**35,900**	51,100	(4,056)	-11.3%
654										
655		TOTAL FUND REVENUE	10,934	5,000	**38,540**	27,959	**33,929**	57,127	4,611	13.6%
656		TOTAL FUND EXPENSE	3,630	3,500	**31,844**	28,766	**35,900**	51,100	(4,056)	-11.3%
657		RESERVES	7,304	1,500	**6,696**	(807)	**(1,971)**	6,027	8,667	-439.7%
658										
659	1190000009991	TRANSFER IN TO SOCIAL SECURITY	-	-	**-**	57,000	**-**	-	-	
660										
661		Fund Balance-Beginning			**20,707**		**19,281**	19,281		
662		Fiscal Year Reserves			**6,696**		**(1,971)**	6,027		
663		Fund Balance-Ending			**27,403**		**17,310**	25,308		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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	8,326	4,000	**31,473**	26,631	**27,720**	48,001	3,753	13.5%
666	1310000004012	IMRF-EMPLOYER	3,593	3,358	**32,220**	26,675	**32,698**	48,608	(478)	-1.5%
668		TOTAL FUND REVENUE	8,326	4,000	**31,473**	26,631	**27,720**	48,001	3,753	13.5%
669		TOTAL FUND EXPENSES	3,593	3,358	**32,220**	26,675	**32,698**	48,608	(478)	-1.5%
670		RESERVES	4,733	642	**(748)**	(44)	**(4,978)**	(607)	4,230	-85.0%
671	1390000009991	TX FROM CORP			**-**	20,000				
672		Fund Balance-Beginning			**22,112**		**22,975**	22,975		
673		Fiscal Year Reserves			**(748)**		**(4,978)**	(607)		
674		Fund Balance-Ending			**21,364**		**17,997**	22,368		

Northfield Park District
Revenue and Expense Report
For the Month Ending
Feb 2014

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
675	**15-CAPITAL PROJECTS FUND**								-	*Page 9*
677	1520009503060	FOUNDATION CONTRIBUTIONS	(20)	-	-	20	-	-	-	
681	1521060003099	WILLOW PARK-MISC INCOME	-	-	-	135	-	-	-	
682	1521069143060	NP FOUNDATION CONTRIBUTIONS	-	-	-	-	-	30,000	-	#DIV/0!
700		TOTAL REVENUES	(20)	-	-	155	-	30,000	-	
703										
736										
737	OTHER CAP. PROJECTS									
738	1520000005040	LEGAL & PROFESSIONAL EXP	-	-	**21,981**	-	**5,500**	5,500	16,481	
739	1520000006020	ARKS GENERAL CAPITAL PURCHASE	-	-	**11,098**	12,412	**12,000**	12,000	(902)	
740	1521050007090	COMMUNITY CENTER LOAN	-	-	-	-	-	8,350	-	
741	1521050004009	CAPITAL- COM. CTR SALARIES	-	-	-	-	-	-	-	
742	1521050006020	MMUNITY CENTER CAP PURCHASES	-	2,259	-	6,397	**6,776**	6,776	(6,776)	
745	1521070004009	CAPITAL-CLARKSON PK SALARIES	-	-	-	-	-	-	-	
746	1521070006020	LARKSON PARK CAPITAL PURCHASE	-	-	-	48	**5,228**	52,275	(5,228)	
747	1521080004009	CAPITAL-FOX MEADOW SALARIES	-	-	-	-	-	-	-	
749	1521080006020	FOX MEADOW CAPITAL	3,400	1,525	**5,275**	6,653	**7,016**	30,503	(1,741)	
750	1520000007091	PARKS GENERAL -100kLOAN REPMT	-	-	-	-	-	-	-	
751	1521069147090	LOAN REPAYMENT-1.4k	-	-	**140,814**	132,376	**140,813**	144,938	1	
752		OTHER CAPITAL EXPENSES	3,400	3,784	**179,168**	157,885	**177,332**	286,258	1,836	
753										
754		TOTAL CAPITAL REVENUE	(20)	-		155	-	30,000	-	
755		TOTAL CAPITAL EXPENSES	**3,400**	**3,784**	**179,168**	**157,885**	**177,332**	**286,258**	1,836	
756		RESERVES	(3,420)	(3,784)	**(179,168)**	(157,730)	**(177,332)**	(256,258)	(1,836)	
757										
758	OTHER SOURCES									
759	Fund Transfers									
760	1521069149991	TRANS. FROM RECREATION	-	-	-	85,385	-	49,000	-	
761	1521069149992	TRANS. FROM CORPORATE	-	-	-	140,500	-	97,850	-	
762	1521069149993	TRANS. FROM NSSRA	-	-	-	170,000	-	111,200	-	
763			-	-	-	395,885	-	258,050	-	
764									-	
765									-	
766										
767										
768	RESERVES								-	
769		Fund Balance-Beginning			**296,903**		**289,319**	289,319		
770		Fiscal Year Reserves			**(179,168)**		**(177,332)**	1,793		
771		Fund Balance-Ending			**117,735**		**111,987**	291,112		

ACCOUNT #	DESCRIPTION	02/28/14	02/28/13	$ CHANGE	% CHANGE
ASSETS					
01-0-000-000-1000	OPERATING-NORTHVIEW	$ 105,661.94	$ 51,398.13	$ 54,263.81	51.4%
01-0-000-000-1003	PETTY-NVB	957.87	835.87	122	12.7%
01-0-000-000-1007	ILLINOIS FUNDS MONEY MARKET	545.01	544.32	1	0.1%
01-0-000-000-1010	NORTHVIEW TAX ACCT	837,299.52	730,792.11	106,507	12.7%
01-0-000-000-1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	-	0.0%
CASH		**$ 944,570.34**	**$ 783,676.43**	**$ 160,893.91**	**17.0%**
01-0-000-000-1200	ACCOUNTS RECEIVABLE	$ 11,274.09	$ 12,076.59	(803)	-7.1%
	PROVIDED FOR LONG TERM DEBT	116,668.00	125,003	(8,335)	-7.1%
	PROVIDED FOR LONG TERM DEBT	330,106.00	590,106.00	(260,000)	-78.8%
OTHER ASSETS		$ 458,048.09	$ 727,185.59	(269,138)	-58.8%
TOTAL ASSETS		$ 1,402,618.43	$ 1,510,862.02	$ (108,243.59)	-7.7%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
0X-0-000-000-2000	ACCOUNTS PAYABLE	(0.03)	$ (0.03)	$ -	
0X-0-000-000-2010	ACCRUED PAYROLL	13,127.83	6,627.83	$ 6,500.00	
01-0-000-000-2050	DEFFERED INCOME	34,975.00	35,694.00	$ (719.00)	
0X-0-000-000-2100	FICA/FEDERAL WITHOLDING	-	(8.04)	$ 8.04	
0X-0-000-000-2101	ILLINOIS TAX WITHHOLDING	-	(1.58)	$ 1.58	
0X-0-000-000-2105	HEALTH CARE FSA	482.81	612.10	$ (129.29)	-21.1%
01-0-000-000-2106	DEPENDANT CARE FSA	142.88	142.88	$ -	
0X-0-000-000-2300	FAMILY CREDIT	1,602.50	1,294.50	$ 308.00	23.8%
	LOAN-NORTHVIEW BANK	330,106.00	590,106.00	$ (260,000.00)	
	LOAN-VILLAGE OF NORTHFIELD	116,668.00	125,003.00	$ (8,335.00)	-6.7%
TOTAL LIABILITIES		$ 497,104.99	$ 759,470.66	$ (262,365.67)	
TOTAL LIABILITIES					
FUND EQUITY					
-					
01-0-000-000-9000	FUND BALANCE	$ 841,446.74	$ 718,734.15	$ 122,712.59	14.6%
	FUND SURPLUS (DEFICIT)	64,067.00	32,657	31,410	49.0%
	TOTAL FUND EQUITY	**905,513.74**	751,391	154,123	0.64
TOTAL LIABILITIES AN	D FUND EQUITY	$ 1,402,618.73	$ 1,510,861.81	$ (108,243.08)	-7.7%

March, 2014
Board Report
Submitted by: Jennifer Sweeney

4th of July Sponsorship
Emails to past 4th of July sponsors were sent out last week giving them the opportunity to sponsor the same attractions they did in 2013. Those who sponsored last year have until Friday, April 11th to re-up. So far we have 9 businesses/organizations that have committed to sponsoring again this year and we have 4 or 5 we're just waiting for paperwork. A letter and sponsorship form will be mailed to selected Northfield businesses and park district vendors the week of April 14th. Our hope is to meet our sponsorship total of $8200 from last year.

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.

Before and After Care Recreation
An email was sent out on March 10th to those families who are participating in the Before & After Care programs this year as well as to those families who have incoming Kindergarteners and indicated they were interested during Kindergarten registration. The email contained information sheets and registration forms for the 2014/15 school year. There were only 2 responses to that email that was sent out to 27 families. I sent another email on March 18th stating that we had received limited responses from the first email and we were trying to gauge the viability of the program. I received 12 replies from the second email. To date we have been told that 6 children would attend the Before Care program and that 3 children would attend the After Care program if there are enough children to run the respective programs. Because of the response to the Before Care program, the nature of the program and the ability for parents to purchase a punch card staff feels comfortable saying that we will be offering the Before Care program for 2014/15. As far as the After Care program, staff still has the concerns that were expressed at the last board meeting. Based on the current program as well as the limited response to the need in 2014/15, at this point staff does not feel comfortable committing to the After Care program for the next school year at this time. The registration forms for the 2014/15 school year are due by June 12th.

Summer Camp
Camp registrations are coming in slowly. The weather is definitely not helping. To date we are running about $800 ahead of where we were last year with camp revenue; however we did raise fees this year. Registration across the board, with the exception of CIT's, are down. We're hoping this will encourage people to register soon by sending out some email blasts & 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 trying to make it work so that if our half day campers want to take a tennis lesson they can stay for lunch with us and take a tennis lesson at 1:00 pm. We will promote this to our campers once we have the details finalized.

Board Report
March 2014
DeDe Kern

Programs
Enrichment programs will end the week of March17th, with the exception of the Art Class which goes through March 24. Spring session classes will begin the week of April 14th. Registrations are coming in for spring classes.

Rentals
The rental season at Clarkson has started back up with 5 rentals in March.

Birthday Parties
There are three birthday parties for the month of March.

Seniors
On Thursday, March 20 the seniors went to Stormy's in Northfield for a luncheon. Seven individuals attended and had a great time. They were happy to try a local restaurant and the staff at Stormy's was wonderfully accommodating to our group.

Special Events
The Glitzy Girls Winter Spa Retreat was held on March 8th with 13 girls participating in the event. The girls who attended all had a nice time!

Screen Break Bingo was held on Monday March 3rd. The activity was a great success with 38 kids and parents present to enjoy the activity. The Outgoing Director of the Alliance for Early Childhood stopped by the event to take some pictures and was extremely pleased with the great turnout we had for our Bingo activity.

The Egg Hunt will be held Saturday, April 12th at 11:00 a.m. sharp! Prior to the event, at 10:30 a.m. will be face painting for the kids and photos with the bunny.

Camp 2014
Giggle Gang, Trailblazers, and Explorers trips and events have all been booked and the calendars have been on the website and out at the community center for viewing. Staff has been reviewing applications and interviewing camp counselor applicants for summer 2014.

Communications and Marketing
- Monthly submissions for the Eagle-Dolphin Newsletter, Winnetka Talk, Winnetka Current. Facebook updates.
- Connected with Trib Local to discuss publicizing Northfield Park District upcoming events in their publications and calendars as well as trying to get print copies of Trib Local for distribution at Community Center.
- Met with outside contractor hosting spring music classes to set up "Spring Free-view" events where participants or potential participants can come try out a class for free prior to registering.
- Met with Alliance for Early Childhood, "Let's Play" committee to streamline operations for summer Park-a-Day Challenges and discuss opportunities for cross promotion at events.

March, 2014
Board Report
Submitted by: Neal Barron

Winter Athletics
All of our winter athletic programs will end the week of March 18th. Spring classes will begin April 14th.

Panther Basketball
All Panther teams in the NSSBL had their season ending tournament the weekend of March 15th. The 4th Grade team finished 3rd in the tournament. Our 7th and 8th grade teams will continue to practice and will participate in a few more weekend tournaments. Our 3rd grade girls' team is in the middle of their season. They won their first game early this month.

Gym Rentals/Open Gym
With the winter season over, the Wilmette Wolves and Alvin Chiang are finished with their recurring rentals. The Wildcat volleyball group continues to practice here through the end of June. We are starting to rent out half our gym for private volleyball lessons.

Fitness Center
We have recently replaced the deck on one of the treadmills. The treadmills have been placed in new positions to maintain an even wear and tear on all machines.

March 2014
Northfield Park District Board Meeting
Parks & Facilities Report
Submitted by Bill Byron

Willow Park

-We started using beet juice this month with positive results. With a small sample size, we have found the cost to be virtually the same as rock salt, but we can use it around the trails as it is less corrosive, and also works to melt ice at lower temperatures.

-We are currently working on a proposal to take over all winter snow/ice services for the school district.

-Spring sports are scheduled to start the week of April 7th. Based on current conditions that is optimistic but still possible based on the upcoming weather.

Clarkson Park

-The ice rink is closed for the season and is basically back to grass at this point. The mats have been removed and the lodge is back to its normal rental state.

Community Center

-No news this month for the Community Center.

Fox Meadow

-New Trier plans to replace the chain link fence this month once the weather improves.

-We recently made the necessary adjustments to bathroom fixtures and signs in order to be ADA compliant.