

NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, AUGUST 24, 2015



**NORTHFIELD PARK DISTRICT  
REGULAR BOARD MEETING  
MONDAY, AUGUST 24, 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. Community Center Renovation Project
  - b. Informational Items
6. Consent Agenda
  - a. Approval of Public Meeting Minutes 7/27/15
  - b. Approval of Regular Board Meeting Minutes 7/27/15
  - c. Approval of Cash Expenditures for Month of July 2015 (copy for review will be available at the meeting).
7. Agency Reports
  - a. Finance
  - b. Recreation / Park Grounds and Facility
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: Community Center Renovation  
Date: August 21, 2015

The design development process has been completed. Staff has put together the attached expense summary detailing out the projected cost moving forward.

I plan on walking the board through the numbers to explain the vetting process that was completed. The detail back-up will be available at the meeting for your review.

Staff would recommend authorization to allow the consultants to proceed to the Bid Document Phase.

**Project Timeline**

Board approval to begin Bid Documents	8/24/15
Village Plan and Zoning Commission Meeting	8/31/15
Village Architectural Commission Meeting	9/08/15
Out to Bid	9/28/15
Bid Opening	10/20/15
Bid tabulated to owner	10/23/15
Board Approval of Bids	10/26/15
Start Construction	10/27/15
Project Completed	05/13/15

**Community Center Expansion Expense Summary**

ITEM	Approved Budget 4-27-15	Schematic Design 4-27-15	Design Development 8-24-15
Principal & Interest on 2mil loan	\$ 558,657	\$ 558,657	\$ 359,734
<b>Trade Package Total</b>		\$ 1,853,936	\$ 1,563,128
Design Bid Contingency @ 5%		\$ 92,697	\$ 78,156
CGL Insurance @ 0.60%		\$ 11,680	\$ 9,848
Construction Contingency @ 3%		\$ 58,749	\$ 49,534
CM Fee @ 5%		\$ 100,853	\$ 85,033
<b>Construction Total</b>		<u>\$ 2,117,915</u>	<u>\$ 1,785,699</u>
Architectural Professional Fee		\$ 160,000	\$ 160,000
FF-E Office Equipment		\$ 50,000	\$ 35,000
FF-E Fitness Equipment		\$ 125,000	\$ 100,000
Survey Testing		\$ 30,000	\$ 15,000
Owner CO Contingency @ 2%		\$ 42,358	\$ 35,714
<b>Soft Cost Total</b>		<u>\$ 407,358</u>	<u>\$ 345,714</u>
<b>Total Construction &amp; Soft Cost</b>	<u>\$ 2,000,000</u>	<u>\$ 2,525,273</u>	<u>\$ 2,131,413</u>
<b>Total Project Cost</b>	<b>\$ 2,558,657</b>	<b>\$ 3,083,930</b>	<b>\$ 2,491,147</b>

**plus or minus budget** \$ - \$ (525,273) \$ 67,510

**Alternates Items that must be done**

Landscaping		\$ 9,590
Metal Roof Repairs		\$ 41,983
Barrier Curb		\$ 11,551
Alternate Sub total		\$ 63,124
Owner allowance I.e.: Asphalt-Utilities		\$ 10,000
<b>plus or minus budget</b>		<b>\$ (5,614)</b>

**Remaining Alternates to Consider**

Resident Center Kitchen		\$ 27,710
(2) Heating and Air Units		\$ 34,786
Resident Center Folding Partition		\$ 23,390
New Main Entrance Canopy		\$ 81,507
Fitness Center Clouds		\$ 15,594

To: Park Board of Commissioners  
From: George Alexoff  
Subject: Informational Items  
Date: August 21, 2015

**Park District Staffing Update**

Bill Byron has been promoted to Superintendent of Parks and Recreation. In addition, the District will be hiring an entry level recreation staff member. Bill will begin interviewing potential candidates next week.

**School Dist 29 / Park District Meeting**

Commissioner Bickford and I will be meeting with the School District on September 2. If you have any items you feel we need to address, let's chat about it at our meeting on Monday. We will provide you an update at the September board meeting.

**Willow Road Update**

The intent was to open the roadway up starting August 21. This will not happen and no timetable has been provided. Traffic lights at Fox Meadow and Sunset Ridge are scheduled to be activated on Tuesday, 8/25. The Wagner Road lights were activated on 8/19. Com Ed is scheduled to come out on September 4<sup>th</sup> to provide power to the mid-block crossing light.

**NSSRA Foundation Golf Outing**

The annual foundation golf outing is scheduled for Friday morning, September 25<sup>th</sup> at Deerpath Golf Course in Lake Forest. If you are interested in playing let me know. The District will be having a foursome for the event.

# CONSENT AGENDA



**NORTHFIELD PARK DISTRICT  
PUBLIC MEETING  
MONDAY, JULY 27, 2015  
NORTHFIELD COMMUNITY CENTER  
BOARD ROOM 6:15 P.M.**

Director Alexoff called the meeting to order at 6:15 p.m. Roll call was taken.  
Present: Commissioners – O’Grady, Head, Zieziula, Knight  
Also present staff members: Alexoff, Guillen, Sweeney, Byron  
Absent: Commissioner Zaban, Bickford, Bramlage and Treasurer Morrell

**APPROVAL/ADDITIONS TO AGENDA**

None

**AUDIENCE COMMENTS**

None

**PROPOSED BUDGET DISCUSSION**

The floor was open for discussion and questions regarding the tentative budget.  
Director Alexoff stated that he did not receive any questions or correspondence prior to tonight’s meeting.

**ADJOURNMENT**

The meeting was adjourned at 6:25 p.m. A roll call vote was taken.

**Voting Aye: Commissioners: O’Grady, Head, Zieziula, Knight**  
**Voting Nay: Commissioners: None**  
**Absent: Commissioners: Zaban, Bickford, Bramlage**  
**Abstain: Commissioners: None**  
**Motion passed.**

**NORTHFIELD PARK DISTRICT  
REGULAR BOARD MEETING  
MONDAY, JULY 27, 2015  
NORTHFIELD COMMUNITY CENTER  
BOARD ROOM 6:30 P.M.**

Commissioner O'Grady called the meeting to order at 6:30 p.m. and a roll call was taken.  
Present: Commissioners – O'Grady, Zieziula, Knight, Head  
Also present staff members: Alexoff, Guillen, Sweeney, Byron  
Absent: Commissioner Zaban, Bickford, Bramlage, Treasurer Morrell

**APPROVAL/ADDITIONS TO AGENDA**

None

**AUDIENCE COMMENTS**

None

**CORRESPONDENCE**

None

**DIRECTOR'S REPORT**

**a. Budget and Appropriations Ordinance 07-27-15-01**

Commissioner O'Grady made a motion to approve the Budget and Appropriations Ordinance 07-27-15-01 as presented. Commissioner Knight seconded the motion. A roll call was made.

**Voting Aye: Commissioners: O'Grady, Zieziula, Knight, Head**

**Voting Nay: Commissioners: None**

**Absent: Commissioners: Bickford, Zaban, Bramlage**

**Abstain: Commissioners: None**

Motion passed

**b. Community Center Renovation**

- The design and development stage is still going on.
- Final numbers will be coming in next week.
- The submittals for the village took place today.
- A pre-meeting with the village has taken place. The planning and zoning meeting is on August 31. Architectural meeting is on September 8<sup>th</sup>. Staff is still planning on going out to bid in September.

**c. Pick Up Truck Purchase**

Director Alexoff reviewed the bid specification and recommended to the board to accept the state bid pricing. Commissioner Zieziula made a motion to approve the purchase of a pickup truck. Commissioner O'Grady seconded the motion.

**Voting Aye: Commissioners: O'Grady, Zieziula, Knight, Head**

**Voting Nay: Commissioners: None**

**Absent: Commissioners: Bickford, Zaban, Bramlage**

**Abstain: Commissioners: None**

Motion passed

**d. Willow Road Update**

Construction is moving along.

**e. Informational Items**

Relocation of Kraft Foods to downtown will have an impact on the tax collection. At this time it is too early to project the overall impact. Staff will continue to monitor and keep the board up to date.

**CONSENT AGENDA**

**a. Approval of Board Meeting Minutes 06/22/15**

**b. Approval of Cash Expenditures for month June 2015 (copy for review will be available at the meeting)**

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

**Voting Aye: Commissioners: O’Grady, Zieziula, Knight, Head**

**Voting Nay: Commissioners: None**

**Absent: Commissioners: Bickford, Zaban, Bramlage**

**Abstain: Commissioners: None**

Motion passed

**AGENCY REPORTS**

**a. Finance** –Year end reports are not final until audited. Finances are in line with projections.

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

- 4<sup>th</sup> of July celebration went well. It was as smaller crowd. Sponsorship budget was met.
- Camp is going really well. Registration is coming in for extended camp.
- Fall brochure is going out this week.
- Grass is growing well.
- Soccer field is in the best shape.
- Fall brochure is going out this week.

**ADJOURNMENT**

Commissioner Head made a motion to adjourn the meeting at 7:15 p.m.  
Commissioner O’Grady seconded the motion. A roll call vote was taken.

**Voting Aye: Commissioners: O’Grady, Zieziula, Knight, Head**

**Voting Nay: Commissioners: None**

**Absent: Commissioners: Bickford, Zaban, Bramlage**

**Abstain: Commissioners: None**

Motion passed

## AGENCY REPORTS

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

2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date	Year Actual	Fiscal to Date	Year Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	J
	A	B	C	D	E	F	G	H	I	J		
64	<b>ALL FUNDS</b>											<i>Page 1</i>
65		TOTAL AGENCY REVENUE	2,363,514	2,326,605	<b>2,363,514</b>	418,076	<b>2,326,605</b>	3,686,889	36,909	1.6%		
66		TOTAL AGENCY EXPENSES	200,600	308,345	<b>200,600</b>	148,281	<b>308,345</b>	2,614,492	(107,745)	-34.9%		
67		RESERVES	2,162,913	2,018,260	<b>2,162,913</b>	269,795	<b>2,018,260</b>	1,072,397	144,654	7.2%		
72		Fund Balance-Beginning			<b>988,831</b>		<b>978,008</b>	978,008				
73		Fiscal Year Reserves			<b>2,162,913</b>		<b>2,018,260</b>	1,072,397				
74		Fund Balance-Ending			<b>3,151,744</b>		<b>2,996,268</b>	2,050,405				

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

AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Fiscal to Date Budget	Year Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	
A	B	C	D	E	F	G	H	I	J
<b>01-CORPORATE FUND</b>									
0110000003010	TAXES	71,463	71,400	71,463	103,706	71,400	649,000	63	0.1%
0110000003070	BANK INTEREST	-	123	-	-	123	1,200	(123)	-100.0%
0110000003091	NSSRA REIMBURSEMENT	-	-	-	-	-	8,717	-	
0110000003099	MISCELLANEOUS REVENUE	-	-	-	-	-	1,500	-	
<b>TOTAL REVENUES</b>		<b>71,463</b>	<b>71,523</b>	<b>71,463</b>	<b>103,706</b>	<b>71,523</b>	<b>660,417</b>	<b>(61)</b>	<b>-0.1%</b>
0110000004008	FT SALARIES	20,296	20,300	20,296	11,383	20,300	290,350	(4)	0.0%
0110000004009	PT SALARIES	5,106	5,702	5,106	2,033	5,702	77,106	(596)	-10.4%
0110000004015	HEALTH INSURANCE	4,213	4,271	4,213	6,216	4,271	54,079	(58)	-1.4%
0110000004026	GAS / MILEAGE REIMBURSEMENT	535	535	535	270	535	7,200	0	0.1%
0110000004050	DUES & EDUCATION	1,345	600	1,345	-	600	15,962	745	124.2%
0110000004099	MISC -EXP	-	-	-	162	-	15,000	-	#DIV/0!
0110000005022	PHONE	431	435	431	532	435	5,220	(4)	-0.9%
0110000005023	INTERNET / CABLE	11	132	11	130	132	1,644	(122)	-92.1%
0110000005030	PRINTING	390	-	390	-	-	31,450	390	#DIV/0!
0110000005040	LEGAL & PROFESSIONAL	-	-	-	910	-	9,600	-	#DIV/0!
0110000005060	CONTRACTUAL	2,426	431	2,426	734	431	36,473	1,995	462.7%
0110000006010	OFFICE EQUIPMENT	-	200	-	-	200	5,000	(200)	-100.0%
0110000006021	OFFICE SUPPLIES	343	373	343	280	373	4,800	(30)	-8.1%
0110000006025	POSTAGE	1,500	2,000	1,500	2,000	2,000	4,395	(500)	-25.0%
0110000006070	SAFETY	522	185	522	400	185	2,070	336	
<b>TOTAL EXPENSES</b>		<b>37,118</b>	<b>35,164</b>	<b>37,118</b>	<b>25,048</b>	<b>35,164</b>	<b>560,349</b>	<b>1,954</b>	<b>5.6%</b>
<b>TOTAL FUND REVENUES</b>		<b>71,463</b>	<b>71,523</b>	<b>71,463</b>	<b>103,706</b>	<b>71,523</b>	<b>660,417</b>	<b>(61)</b>	<b>-0.1%</b>
<b>TOTAL FUND EXPENSES</b>		<b>37,118</b>	<b>35,164</b>	<b>37,118</b>	<b>25,048</b>	<b>35,164</b>	<b>560,349</b>	<b>1,954</b>	<b>5.6%</b>
<b>RESERVES</b>		<b>34,344</b>	<b>36,359</b>	<b>34,344</b>	<b>78,658</b>	<b>36,359</b>	<b>100,068</b>	<b>(2,014)</b>	<b>-5.5%</b>
0190000009992	TRANSFER OUT	-	-	-	-	-	97,850	-	
100000009000	Fund Balance-Beginning			211,129		203,432	203,432		
	Fiscal Year Reserves			34,344		36,359	2,218		
	Fund Balance-Ending			245,473		239,791	205,650		

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

2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Fiscal to Date Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
41	<b>03-RECREATION FUND</b>									<i>Page 3</i>
42	0310000003010	TAXES	4,785	4,780	4,785	6,611	4,780	43,800	5	0.1%
43	0310000003099	MISCELLANEOUS REVENUE	-	-	-	-	-	-	-	
44	0310000103060	DONATION FOR SCHOLARSHIPS	1,640	-	1,640	-	-	-	1,640	
53	0320000003099	MISCELLANEOUS REVENUE	-	-	-	-	-	-	-	
54	032XXXXXX3030	RENTAL INCOME	28,636	11,170	28,636	18,509	11,170	302,857	17,466	156.4%
59	032XXXXXX3050	CONCESSIONS	1,284	206	1,284	644	206	5,280	1,078	523.3%
65	033028XXX3040	FITNESS CENTER	2,855	4,200	2,855	3,320	4,200	19,477	(1,345)	-32.0%
185	032XXXXXX3095	REIMBURSEMENTS	-	-	-	-	-	-	-	
186	033XXXXXX3020	PROGRAM REVENUE	218,957	200,834	218,957	234,860	200,834	343,256	18,123	9.0%
188	<b>TOTAL REVENUES</b>		258,157	221,190	258,157	263,944	221,190	714,670	36,967	16.7%
189	<b>ADMINISTRATIVE</b>									
190	0310000004008	FT SALARIES	3,630	3,659	3,630	2,332	3,659	49,439	(29)	-0.8%
192	0310000104095	SCHOLARSHIPS-EXPENSE	-	-	-	-	-	-	-	
193	0310000004099	MISCELLANEOUS EXPENSE	-	-	-	-	-	-	-	
194	<b>TOTAL ADMINISTRATIVE</b>		3,630	3,659	3,630	2,332	3,659	49,439	(29)	-0.8%
195	<b>PARKS &amp; FACILITIES</b>									
199	032XXXXXX4008	FT SALARIES	3,066	3,065	3,066	1,495	3,065	42,033	1	0.0%
206	032XXXXXX4009	PT SALARIES	6,540	7,107	6,540	3,008	7,107	91,589	(566)	-8.0%
219	032XXXXXX502X	UTILITIES	58	3,762	58	1,995	3,762	37,835	(3,704)	-98.5%
228	032XXXXXX5060	CONTRACTUAL	3,243	5,295	3,243	6,006	5,295	64,565	(2,052)	-38.8%
235	032XXXXXX5061	REPAIR & MAINTENANCE	675	3,068	675	2,062	3,068	53,900	(2,393)	-78.0%
240	032XXXXXX6010	SMALL EQUIPMENT	476	-	476	1,112	-	5,575	476	
246	032XXXXXX6020	CAPITAL PURCHASES	-	-	-	-	-	-	-	#DIV/0!
253	032XXXXXX6021	SUPPLIES	1,355	1,392	1,355	2,087	1,392	69,270	(37)	-2.6%
255	<b>TOTAL PARKS</b>		15,412	23,688	15,412	17,765	23,688	364,767	(8,276)	-34.9%
256	<b>RECREATION</b>									
365	033XXXXXX4009	PT SALARIES	40,853	36,065	40,853	28,038	36,065	95,465	4,788	13.3%
477	033XXXXXX5060	CONTRACTUAL	25,841	32,955	25,841	24,064	32,955	96,256	(7,114)	-21.6%
478	0330282836010	SMALL EQUIPMENT-OTHER	-	-	-	-	-	-	-	
479	0330282836020	CAPITAL EQUIPMENT-FITNESS	-	-	-	-	-	-	-	#DIV/0!
587	033XXXXXX6021	SUPPLIES	6,476	8,984	6,476	8,095	8,984	22,354	(2,508)	-27.9%
588	<b>TOTAL RECREATION</b>		73,170	78,004	73,170	60,197	78,004	214,074	(4,834)	-6.2%
589	<b>TOTAL EXPENSES</b>		92,213	105,351	92,213	80,294	105,351	628,280	(13,138)	-12.5%
590	<b>RESERVES</b>		165,944	115,838	165,944	183,650	115,838	86,390	50,105	43.3%
597	0390000009992	TRANSFER OUT TO CAPITAL	-	-	-	-	-	76,001	-	
598										
599										
600	Fund Balance-Beginning				383,748		382,312	382,312		
601	Fiscal Year Reserves				165,944		115,838	10,389		91111.0%
602	Fund Balance-Ending			15	549,692		498,150	392,701		

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

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	A	B	C	D	E	F	G	H	I	J		
603	<b>05-NSSRA FUND</b>				-							<i>Page 4</i>
604	0510000003010	TAXES	17,105	17,104	17,105		25,052	17,104	160,000	1	0.0%	
605	0510000003080	NSSRA - GRANT	-	-	-		-	-	-	-		
606	0510000003081	INCLUSION REIMBURSEMENT	-	-	-		-	-	-	-		
607		TOTAL REVENUE	17,105	17,104	17,105		25,052	17,104	160,000	1	0.0%	
608	0510000004008	SALARIES	1,454	1,500	1,454		768	1,500	20,335	(46)	-3.1%	
609	0510000007010	NSSRA -EXPENSE	35,989	29,626	35,989		31,557	29,626	102,978	6,363	21.5%	
610	0520000004009	ALL PARKS SALARIES	601	683	601		-	683	8,200	(82)	-12.0%	
611		TOTAL EXPENSES	38,044	31,809	38,044		32,325	31,809	131,513	6,235	0	
612	0590000009991	TRANSFER IN TO NSSRA	-		-		-	-	-	-	#DIV/0!	
613		TOTAL FUND REVENUE	17,105	17,104	17,105		25,052	17,104	160,000	1	0.0%	
614		TOTAL FUND EXPENSES	38,044	31,809	38,044		32,325	31,809	131,513	6,235	19.6%	
615		RESERVES	(20,940)	(14,705)	(20,940)		(7,274)	(14,705)	28,487	(6,234)	42.4%	
616												
617	0590000009992	TRANSFER OUT FROM NSSRA	-	-	-		-	-	131,068	-		
618												
619		Fund Balance-Beginning			144,840			150,350	150,350			
620		Fiscal Year Reserves			(20,940)			(14,705)	(102,581)			
621		Fund Balance-Ending			123,900			135,645	47,769			



Northfield Park District  
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2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Actual	Fiscal to Date Budget	Year Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	J
	A	B	C	D	E	F	G	H	I	J		
622	<b>07-AUDIT FUND</b>											<i>Page 5</i>
623	0710000003010	TAXES	1,218	1,217	1,218		1,700	1,217	10,901	1	0.1%	
624	0710000005040	LEGAL & PROFESSIONAL	-	-	-		-	-	8,500	-		
625												
627		TOTAL FUND REVENUE	1,218	1,217	1,218		1,700	1,217	10,901	1	0.1%	
628		TOTAL FUND EXPENSE	-	-	-		-	-	8,500	-		
629		RESERVES	1,218	1,217	1,218		1,700	1,217	2,401	1	0.1%	
630		TRANSFER IN										
631												
632		Fund Balance-Beginning			10,394			10,434	10,434			
633		Fiscal Year Reserves	1,218		1,218			1,217	2,401			
634		Fund Balance-Ending			11,612			11,651	12,835			

Northfield Park District  
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2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year to Date Budget	Fiscal Year to Date Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	J
	A	B	C	D	E	F	G	H	I	J	
635	<b>09-LIABILITY FUND</b>										<i>Page 6</i>
636	0910000003010	TAXES	3,610	3,610	3,610	5,100	3,610	32,900	0	0.0%	
637	0910000004008	FT SALARIES	237	237	237	115	237	3,300	(0)	-0.2%	
638	0910000007020	LIABILITY INSURANCE	2,345	2,346	2,345	2,318	2,346	29,551	(1)	0.0%	
640		TOTAL EXPENSES	2,582	2,583	2,582	2,433	2,583	32,851	(1)	0.0%	
641		TOTAL FUND REVENUE	3,610	3,610	3,610	5,100	3,610	32,900	0	0.0%	
642		TOTAL FUND EXPENSE	2,582	2,583	2,582	2,433	2,583	32,851	(1)	0.0%	
643		RESERVES	1,028	1,027	1,028	2,667	1,027	49	1	0.1%	
644											
645		TRANSFER IN									
646		Fund Balance-Beginning			17,415		17,279	17,279			
647		Fiscal Year Reserves			1,028		1,027	49			
648		Fund Balance-Ending			18,443		18,306	17,328			

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

2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Actual	Fiscal to Date Budget	Year Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	J
	A	B	C	D	E	F	G	H	I	J		
649	<b>11-SOCIAL SECURITY FUND</b>											<i>Page 7</i>
650	1110000003010	TAXES	6,307	6,307	6,307	10,578	6,307	57,000	0	0.0%		
651												
652	1110000004011	WITHOLDING	5,356	15,969	5,356	3,449	15,969	53,172	(10,613)	-66.5%		
654												
655		TOTAL FUND REVENUE	6,307	6,307	6,307	10,578	6,307	57,000	0	0.0%		
656		TOTAL FUND EXPENSE	5,356	15,969	5,356	3,449	15,969	53,172	(10,613)	-66.5%		
657		RESERVES	951	(9,662)	951	7,129	(9,662)	3,828	10,613	-109.8%		
658	<hr/>											
659	1190000009991	TRANSFER IN TO SOCIAL SECURITY	-	-	-		-	-	-	-		
660												
661		Fund Balance-Beginning			46,949		46,206	46,206				
662		Fiscal Year Reserves			951		(9,662)	3,828				
663		Fund Balance-Ending			47,900		36,544	50,034				

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

2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Actual	Fiscal to Date Budget	Year Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	J
	A	B	C	D	E	F	G	H	I	J		
664	<b>13-IMRF FUND</b>											<i>Page 8</i>
665	1310000003010	TAXES	5,655	5,654	5,655		7,997	5,654	51,000	1	0.0%	
666	1310000004012	IMRF-EMPLOYER	3,601	9,487	3,601		3,724	9,487	53,522	(5,886)	-62.0%	
668		TOTAL FUND REVENUE	5,655	5,654	5,655		7,997	5,654	51,000	1	0.0%	
669		TOTAL FUND EXPENSES	3,601	9,487	3,601		3,724	9,487	53,522	(5,886)	-62.0%	
670		RESERVES	2,053	(3,833)	2,053		4,273	(3,833)	(2,522)	5,886	-153.6%	
671	1390000009991	TX FROM CORP			-							
672		Fund Balance-Beginning			24,789			24,524	24,524			
673		Fiscal Year Reserves			2,053			(3,833)	(2,522)			
674		Fund Balance-Ending			26,842			20,691	22,002			

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

2	AccountNum	AccountDesc	Current Month Actual	Current Month Budget	Fiscal Year to Date Actual	Prior to Date Actual	Year Fiscal to Date Budget	Annual Budget	Variance Fiscal YTD Actual vs Fiscal YTD	
	A	B	C	D	E	F	G	H	I	J
675	<b>15-CAPITAL PROJECTS FUND</b>									<i>Page 9</i>
677	1520009503060	FOUNDATION CONTRIBUTIONS	-	-	-	-	-	-	-	
682	1521069143060	NP FOUNDATION CONTRIBUTIONS	-	-	-	-	-	1	-	#DIV/0!
	1521050003090	COMMUNITY CENTER LOAN PROCEEDS	2,000,000	2,000,000	2,000,000	-	2,000,000	2,000,000	-	
700		<b>TOTAL REVENUES</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>	<b>2,000,000</b>	<b>2,000,001</b>	<b>-</b>	
703										
26										
27		<b>WILLOW PARK PROJECT EXPENSES</b>	-	-	-	-	-	-	-	
28										
29		<b>OTHER CAP. PROJECTS</b>								
30	1520000005040	LEGAL & PROFESSIONAL EXP	21,686	107,356	21,686	382	107,356	147,615	(85,671)	
31	1520000006020	PARKS GENERAL CAPITAL PURCHASE	-	-	-	-	-	33,000	-	
32	1521050007090	COMMUNITY CENTER LOAN	-	-	-	-	-	8,335	-	
33	1521050004009	CAPITAL- COM. CTR SALARIES	-	-	-	-	-	-	-	
34	1521050006020	COMMUNITY CENTER CAP PURCHASES	-	-	-	-	-	872,367	-	
35	1521060004009	CAPITAL PROJECTS SALARY	-	-	-	-	-	-	-	
36	1521060006020	WILLOW PARK CAP. PUCHASES	-	-	-	-	-	71,407	-	
37	1521070004009	CAPITAL-CLARKSON PK SALARIES	-	-	-	-	-	-	-	
38	1521070006020	CLARKSON PARK CAPITAL PURCHASE	-	-	-	-	-	-	-	
39	1521080004009	CAPITAL-FOX MEADOW SALARIES	-	-	-	-	-	-	-	
40	1521080005060	FOX MEADOW WETLANDS	-	625	-	625	625	13,578	(625)	
41	1521080006020	FOX MEADOW CAPITAL	-	-	-	-	-	-	-	
42	1520000007091	PARKS GENERAL -100kLOAN REPMT	-	-	-	-	-	-	-	
43	1521069147090	LOAN REPAYMENT-1.4k	-	-	-	-	-	3	-	
44		<b>OTHER CAPITAL EXPENSES</b>	<b>21,686</b>	<b>107,981</b>	<b>21,686</b>	<b>1,007</b>	<b>107,981</b>	<b>1,146,305</b>	<b>(86,296)</b>	
45										
46		<b>TOTAL CAPITAL REVENUE</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>	<b>2,000,000</b>	<b>2,000,001</b>	<b>-</b>	
47		<b>TOTAL CAPITAL EXPENSES</b>	<b>21,686</b>	<b>107,981</b>	<b>21,686</b>	<b>1,007</b>	<b>107,981</b>	<b>1,146,305</b>	<b>(86,296)</b>	
48		<b>RESERVES</b>	<b>1,978,314</b>	<b>1,892,019</b>	<b>1,978,314</b>	<b>(1,007)</b>	<b>1,892,019</b>	<b>853,696</b>	<b>86,296</b>	
49										
50		<b>OTHER SOURCES</b>								
51		<b>Fund Transfers</b>								
52	1521069149991	TRANS. FROM RECREATION	-	-	-	-	-	76,001	-	
53	1521069149992	TRANS. FROM CORPORATE	-	-	-	-	-	97,850	-	
54	1521069149993	TRANS. FROM NSSRA	-	-	-	-	-	131,068	-	
55			-	-	-	-	-	304,919	-	
56										
57										
58										
59										
60		<b>RESERVES</b>								
61		Fund Balance-Beginning			149,567		143,471	143,471		
62		Fiscal Year Reserves		21	1,978,314		1,892,019	1,158,615		
63		Fund Balance-Ending			2,127,881		2,035,490	1,302,086		

NORTHFIELD PARK DISTRICT  
 DETAILED BALANCE SHEET  
 FOR PERIOD ENDING 7/30/15

ACCOUNT #	DESCRIPTION	7/30/15	07/30/14	\$ CHANGE	% CHANGE
<b>ASSETS</b>					
01-0-000-000-1000	OPERATING-NORTHVIEW	\$ 80,911.05	\$ 105,312.63	\$ (24,401.58)	-30.2%
01-0-000-000-1003	PETTY-NVB	1,323.87	1,552.87	\$ (229.00)	-17.3%
01-0-000-000-1007	ILLINOIS FUNDS MONEY MARKET	548.92	546.99	\$ 1.93	0.4%
01-0-000-000-1010	NORTHVIEW TAX ACCT	1,110,231.89	1,116,116.46	\$ (5,884.57)	-0.5%
01-0-000-000-1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	-	0.0%
15-0-000-000-1015		2,000,000.00	-	2,000,000	
<b>CASH</b>		<b>\$ 3,193,121.73</b>	<b>\$ 1,223,634.95</b>	<b>\$ 1,969,486.78</b>	<b>61.7%</b>
01-0-000-000-1200	ACCOUNTS RECEIVABLE	\$ 2,437.20	\$ 44,606.79	(42,170)	-1730.2%
01-0-000-000-1300	PREPAID EXPENSES	-	-	-	
	PROVIDED FOR LONG TERM DEBT	108,335.00	116,670	(8,335)	-7.7%
	PROVIDED FOR LONG TERM DEBT	-	330,106.00	(330,106)	#DIV/0!
	PROVIDED FOR LONG TERM DEBT	2,000,000.00	-	2,000,000	
<b>OTHER ASSETS</b>		<b>\$ 2,110,772.20</b>	<b>\$ 491,382.79</b>	<b>1,619,389</b>	<b>76.7%</b>
<b>TOTAL ASSETS</b>		<b>\$ 5,303,893.93</b>	<b>\$ 1,715,017.74</b>	<b>\$ 3,588,876.19</b>	<b>67.7%</b>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
0X-0-000-000-2000	ACCOUNTS PAYABLE	17,261.95	\$ 1,165.40	\$ 16,096.55	
0X-0-000-000-2010	ACCRUED PAYROLL	(2.17)	(2.17)	\$ -	
XX-0-000-000-2011	EMPLOYEE DEFERRED COMP	26,130.00	19,630.00	\$ 6,500.00	
01-0-000-000-2050	DEFERRED INCOME	-	-	\$ -	
0X-0-000-000-2105	HEALTH CARE FSA	(303.04)	334.83	\$ (637.87)	-190.5%
01-0-000-000-2106	DEPENDANT CARE FSA	-	142.88	\$ (142.88)	
0X-0-000-000-2300	FAMILY CREDIT	773.75	1,539.50	\$ (765.75)	-49.7%
	LOAN-NORTHVIEW BANK	-	330,106.00	\$ (330,106.00)	
	LOAN-VILLAGE OF NORTHFIELD	108,335.00	116,670.00	\$ (8,335.00)	-7.1%
	LOAN- AMERICAN CHARTER	2,000,000.00	-	2,000,000	
<b>TOTAL LIABILITIES</b>		<b>\$ 2,152,195.49</b>	<b>\$ 469,586.44</b>	<b>\$ 1,682,609.05</b>	
<b>TOTAL LIABILITIES</b>					
<b>FUND EQUITY</b>					
-					
01-0-000-000-9000	FUND BALANCE	\$ 988,784.98	\$ 975,636.51	\$ 13,148.47	1.3%
	FUND SURPLUS (DEFICIT)	2,162,913.46	269,795	1,893,118	87.5%
<b>TOTAL FUND EQUITY</b>		<b>3,151,698.44</b>	<b>1,245,432</b>	<b>1,906,267</b>	<b>0.89</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		<b>\$ 5,303,893.93</b>	<b>\$ 1,715,017.95</b>	<b>\$ 3,588,875.98</b>	<b>67.7%</b>

**Board Report  
August 2015  
Jim Reuter**

**Camp**

Camp officially ended on Friday, August 7<sup>th</sup>. Overall, camp ran very smoothly and the feedback from the survey I sent out has been quite positive thus far.

**Clarkson**

There have been 8 Clarkson rentals so far this month and NSSRA has been using the lodge on weekdays throughout the month for their Awesome August Camp. There are still 4 rentals scheduled for the rest of the month and 7 scheduled for September at this point. Weber Grill has also continued to rent the lodge to work on their cook book photography.

**Birthday Parties**

There was 1 birthday party done in August and there is 1 currently scheduled for September.

**Before School Recreation**

We have 14 Middlefork students registered for Before School Recreation this year, 12 of which are signed up to be here all 5 days a week. Meg Ross and Rosanna Gomez will once again be running the program.

**Fall Classes**

Middlefork School begins the 2015-16 school year on August 26<sup>th</sup> and our fall classes are slated to begin after Labor Day on Tuesday, September 8<sup>th</sup>. We will be offering 5 Enrichment Classes and 9 different after-school athletic classes. All of our partner organizations from last year will be running the enrichment classes and Ryan Frazier will be back as the coach of the athletic classes. We have also partnered with Super Soccer Stars for the fall to offer programming for children 12 months to 3 years old during the day.

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

**Willow Park**

- Fall sports have started, and the fields are in great shape heading into the season.
- Regarding field use, KWBA recently approached us about field availability for the fall. They had previously released their contracted times, however they made a late change to their fall program and needed additional fields. We have been able to accommodate them along with other users such as Strike Zone, North Shore Baseball, and Diamond Instincts. Strike Zone was not able to get their Fall League up and running, which was a disappointment, but they are renting fields for practices throughout the fall.
- We are continuing to mulch around tree beds throughout the park as part of a large scale plan to bed out as many trees and shrubs as possible. We are using woodchips that came from the trees that were recently removed during our annual tree trimming.

**School District 29**

- We have been doing final landscape touch-ups for the schools in preparation for the beginning of the school year. This includes weed control, tree and shrub trimming, athletic field sod work, and other general cleanup.

**Clarkson Park**

- We are researching salt tolerant plants to install along the front edge of the stone patio wall that faces Willow Road. The shrubs that were there died this year from exposure to rock salt, so we need to find something tolerant to withstand the winter salting of the patio.

**Community Center**

- The parking lot has been patched, sealed and striped for the upcoming school year.

**Fox Meadow**

- We have continued to mow the buffer area around the playground to try and keep the weeds down and to maintain an aesthetically pleasing look to the natural area.
- Regular wetland maintenance will continue through the fall to control invasive species.

**State Fair**

- The State Fair is on September 12<sup>th</sup>. All bands are lined up and the event is shaping up nicely. This year Hofherr Meats will be handling the rib judging for us. Sean Hofherr is working on a proposal as to how they plan to handle it, and we will work together to make sure there is a good plan in place for the rib contest.