

NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, SEPTEMBER 25, 2017



**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, SEPTEMBER 25, 2017
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. Special Event Discussion
 - b. Informational Items
6. Consent Agenda
 - a. Approval of Regular Board Meeting Minutes 8/28/17
 - b. Approval of Cash Expenditures for Month of August 2017 (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: Special Event Discussion
Date: September 20, 2017

2018 Summer Market / Entertainment Night

At our last meeting I mentioned that the district was working on a summer Wednesday night market/entertainment event. At that time I expressed our desire to have the Village of Northfield assist us with the event. I'm pleased to inform you that the Village has agreed to be our partner for this wonderful community event series. Bill, Nada and I would like to share additional details with you at the meeting.

State Fair / Ribfest

After each special event, staff sits down and discusses how the event went. This year's event was a huge success on all accounts. That being said, staff has come to me with some logistical questions, as well as thoughts on how the event can be improved. I have asked Bill to share the staff's thoughts and get your feedback on some of the ideas that have been considered for the future.

Entertainment Selection Process

The reasonability to select entertainment for our special events has always been made by staff. The new summer entertainment series will create additional opportunities for entertainment, because of that staff has discussed creating an entertainment screening committee to help us in the selection. This will provide a more formal process moving forward. Bill will explain in more detail how this could be implemented.

To: Park Board of Commissioners
From: George Alexoff
Subject: Informational Items
Date: September 21, 2017

School District 29 / Park District Meeting

At the August 28th board meeting staff stated that we had worked with the school and had already reserved gym time at Sunset Ridge School for Panther Basketball.

On Tuesday, August 29, we were notified that we could not use the Gym this year for Panther Basketball and were told that the School District Board of Education in July and August made the decision to suspend rentals at Sunset Ridge School for the coming year including the Park District usage of Sunset Ridge School for Panther Basketball.

At our schedule September 6th School/Park meeting Commissioner O`Grady and I explained our concerns and were told that they would share our concerns with the board of education and see if we could use the space for Panther Basketball.

I'm pleased to report that we will be able to use the Sunset Ridge Gym for our Panther Basketball program.

CONSENT AGENDA

**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, AUGUST 28, 2017
NORTHFIELD COMMUNITY CENTER
CONFERENCE ROOM 6:30 PM**

The meeting was called to order at 6:30 p.m. and a roll call was taken.

Present: Commissioners –Bickford, Knight, Klein, Zieziula, Bramlage, Beil

Also present staff members: Alexoff, Guillen, Byron,

Absent: Treasurer Morrell, Commissioner: O’Grady.

Approval / Additions to Agenda

Discussion of location of the Farmers market added to Directors report under items C.

Audience Comments

Melanie Wagner, Northfield resident

Correspondence

None

Director’s Report

a. Fenced-In Dog Park

Melanie Wagner attended the meeting to discuss the possibility of the District creating a fenced-In Dog Park. Director Alexoff explained the current policy of the district and provided a historical background.

The Park Board of Commissioners discussed various options based on limited financial and space resources available.

In the end it was determined that staff will explore partnering with other local Villages and Park District to see if Cook County Forest Preserve would consider creating a dog park area at Erickson Woods.

b. Informational Items

- School – Park District meeting is scheduled for next week.
- A New snow contract has been made available to the school. Waiting to hear if they will pursue.
- Landscaping contract with school will be addressed after the first of the year.
- NSSRA foundation golf outing is coming up, any one interest let staff know.

c. Discussion of location of the Farmers Market

The current location is not a residential area. It might be a missed opportunity to make it a community engagement event. Director Alexoff explained that the Farmers Market is not a Park District event. The Village and the Chamber have had discussions regarding location of the market prior to this season. At that time they asked if Clarkson could be used. Unfortunately, we cannot on Saturdays. Director Alexoff provided a history of the Market and explained that the Village and Park District are looking into creating an evening market in conjunction with an evening entertainment during the summer. We should no more in the next few months.

Consent Agenda

- a. Approval of Board Meeting Minutes 7/31/17**
- b. Approval of Cash Expenditures for Month of July 2017 (copy for review will be available at the meeting).**

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

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

Voting Nay: Commissioners: None

Absent: Commissioner: O’Grady

Abstain: Commissioners: None

Motion passed

Agency Reports

- **Finance**
 - a. Director Alexoff reported that we are tracking well so far. Program revenue is favorable to budget due to increase in camp revenues.
- **Recreation / Park Grounds and Facility**

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

 - Willow Park is recovering nicely from the flooding.
 - Paving work is finally done.
 - All existing roof leaks have been fixed.
 - New LED lights in the gym and residents center –agency paid 50% of the gym lights. It was through a Common Wealth Edison program.
 - Gym floor was resurfaced and painted including pickle ball lines.
 - Comed replaced the underground electrical going to the site. We have had strange power outages over the years. Everything powered back up well, except the irrigation system that might have to do with increased voltage.
 - We have hired Victoria Frullani, as our new recreation supervisor replacing Maria Rustman.
 - Fall classes are getting ready to start. We are pleased to see earlier sign ups.
 - Staff is working on how to quantify social media and increasing the overall social print.
 - Commissioner Beil suggested signage regarding ‘like us on Facebook’ at this year’s State Fair Event.
 - New evening yoga classes are offered this Fall

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the meeting at 7:50 p.m.
Commissioner Klein seconded the motion. A roll call vote was taken.

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

Voting Nay: Commissioners: None

Absent: Commissioners: O'Grady

Abstain: Commissioners: None

Motion passed

AGENCY REPORTS

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 08/31/2016	YTD BALANCE 08/31/2017	YEAR-TO-DATE THRU 08/31/17	2017-18 AMENDED BUDGET	
Fund 01 - CORPORATE FUND						
Revenues						
01 3010	TAXES	304,195.80	315,601.82	313,000.00	712,000.00	2,601.82
01 3070	BANK INTEREST	250.59	264.86	142.05	1,100.00	122.81
01 3091	NSSRA REIMBURSEMENT	0.00	0.00	0.00	6,695.00	0.00
01 3099	MISCELLANEOUS REVENUE	323.18	123.58	132.95	1,500.00	(9.37)
TOTAL REVENUES		304,769.57	315,990.26	313,275.00	721,295.00	2,715.26
Expenditures						
01 4008	FT SALARIES	39,831.84	44,511.72	44,729.00	318,236.08	(217.28)
01 4009	PT SALARIES	14,299.67	12,199.44	11,765.37	74,637.80	434.07
01 4015	HEALTH INSURANCE	9,555.77	10,245.80	11,400.00	72,432.78	(1,154.20)
01 4026	GAS / MILEAGE REIMBURSEMENT	1,070.80	1,070.80	1,423.08	7,400.00	(352.28)
01 4050	DUES & EDUCATION	273.25	86.14	1,322.66	17,405.00	(1,236.52)
01 4099	MISC -EXP	161.49	1,599.84	164.59	12,750.00	1,435.25
01 5022	PHONE	973.93	827.85	1,075.00	7,020.00	(247.15)
01 5023	INTERNET / CABLE	649.10	827.64	800.00	4,800.00	27.64
01 5030	PRINTING	4,672.37	0.00	0.00	0.00	0.00
01 5035	MARKETING	0.00	5,565.19	4,583.34	27,500.00	981.85
01 5040	LEGAL & PROFESSIONAL	297.50	1,024.13	1,875.00	7,500.00	(850.87)
01 5060	CONTRACTUAL	5,799.67	4,724.96	4,449.30	44,909.00	275.66
01 6010	SMALL EQUIPMENT	417.95	1,157.95	217.74	5,000.00	940.21
01 6021	SUPPLIES	256.48	345.19	1,191.29	7,175.00	(846.10)
01 6025	POSTAGE	1,312.00	368.00	1,805.27	4,420.00	(1,437.27)
01 6070	SAFETY	319.45	223.97	508.18	2,475.00	(284.21)
01 9992	FUND TRANSFER	0.00	0.00	0.00	95,000.00	0.00
TOTAL EXPENDITURES		79,891.27	84,778.62	87,309.82	708,660.66	(2,531.20)
Fund 01 - CORPORATE FUND:						
TOTAL REVENUES		304,769.57	315,990.26	313,275.00	721,295.00	2,715.26
TOTAL EXPENDITURES		79,891.27	84,778.62	87,309.82	708,660.66	(2,531.20)
NET OF REVENUES & EXPENDITURES		224,878.30	231,211.64	225,965.18	12,634.34	5,246.46
BEG. FUND BALANCE		224,781.24	224,781.24	224,781.24	224,781.24	
NET OF REVENUES/EXPENDITURES - 2016-17			(31,285.83)			
END FUND BALANCE		449,659.54	424,707.05	450,746.42	237,415.58	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 03 - RECREATION						
Revenues						
03 3010	TAXES	21,252.81	24,063.06	22,252.42	54,000.00	1,810.64
03 3020	USER FEES	330,024.75	440,062.68	371,166.49	595,166.10	68,896.19
03 3030	RENTAL	34,228.50	33,482.30	32,750.04	256,820.00	732.26
03 3050	CONCESSION REVENUE	1,129.40	7,450.91	5,833.34	13,400.00	1,617.57
03 3060	CONTRIBUTIONS	0.00	16,100.00	6,533.32	19,050.00	9,566.68
TOTAL REVENUES		386,635.46	521,158.95	438,535.61	938,436.10	82,623.34
Expenditures						
03 4008	FT SALARIES	18,157.28	22,034.82	22,261.98	144,702.82	(227.16)
03 4009	PT SALARIES	73,016.92	95,571.36	97,855.06	213,544.25	(2,283.70)
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
03 5021	ELECTRICITY	3,451.97	4,604.50	3,588.44	39,500.00	1,016.06
03 5024	WATER	0.00	0.00	0.00	4,700.00	0.00
03 5025	GAS	32.45	34.48	35.11	5,000.00	(0.63)
03 5035	MARKETING	0.00	276.47	1,675.00	6,100.00	(1,398.53)
03 5060	CONTRACTUAL	60,787.28	85,713.46	78,612.64	230,923.15	7,100.82
03 5061	REPAIR & MAINTENANCE	7,469.39	18,058.26	8,437.07	68,020.00	9,621.19
03 6010	SMALL EQUIPMENT	1,476.75	0.00	2,697.98	8,075.00	(2,697.98)
03 6020	EQUIPMENT PURCHASES	0.00	3,600.50	7,500.00	30,935.00	(3,899.50)
03 6021	SUPPLIES	18,835.23	19,179.25	25,339.08	98,163.46	(6,159.83)
03 6050	CONCESSION SUPPLIES	0.00	3,269.45	583.34	4,450.00	2,686.11
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
TOTAL EXPENDITURES		183,096.02	252,342.55	248,585.70	939,113.68	3,756.85
Fund 03 - RECREATION:						
TOTAL REVENUES		386,635.46	521,158.95	438,535.61	938,436.10	82,623.34
TOTAL EXPENDITURES		183,096.02	252,342.55	248,585.70	939,113.68	3,756.85
NET OF REVENUES & EXPENDITURES		203,539.44	268,816.40	189,949.91	(677.58)	78,866.49
BEG. FUND BALANCE		257,930.41	257,930.41	257,930.41	257,930.41	
NET OF REVENUES/EXPENDITURES - 2016-17			49,913.93			
END FUND BALANCE		461,469.85	576,660.74	447,880.32	257,252.83	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 05 - SPECIAL -NSSRA						
Revenues						
05 3010	TAXES	69,682.78	70,644.00	66,000.00	158,000.00	4,644.00
TOTAL REVENUES		<u>69,682.78</u>	<u>70,644.00</u>	<u>66,000.00</u>	<u>158,000.00</u>	<u>4,644.00</u>
Expenditures						
05 4008	FT SALARIES	3,083.36	3,206.14	3,270.84	21,423.98	(64.70)
05 4009	PT SALARIES	335.51	314.87	378.46	1,968.00	(63.59)
05 7010	NSSRA -EXPENSE	24,411.00	28,452.31	32,413.11	92,827.58	(3,960.80)
05 9992	FUND TRANSFER	0.00	0.00	0.00	49,686.00	0.00
TOTAL EXPENDITURES		<u>27,829.87</u>	<u>31,973.32</u>	<u>36,062.41</u>	<u>165,905.56</u>	<u>(4,089.09)</u>
Fund 05 - SPECIAL -NSSRA:						
TOTAL REVENUES		69,682.78	70,644.00	66,000.00	158,000.00	4,644.00
TOTAL EXPENDITURES		<u>27,829.87</u>	<u>31,973.32</u>	<u>36,062.41</u>	<u>165,905.56</u>	<u>(4,089.09)</u>
NET OF REVENUES & EXPENDITURES		41,852.91	38,670.68	29,937.59	(7,905.56)	8,733.09
BEG. FUND BALANCE		144,494.78	144,494.78	144,494.78	144,494.78	
NET OF REVENUES/EXPENDITURES - 2016-17			1,717.85			
END FUND BALANCE		186,347.69	184,883.31	174,432.37	136,589.22	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET		YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE	2017-18	VARIANCE
				THRU 08/31/17	AMENDED BUDGET	ACTUAL/BUDGET
Fund 07 - AUDITING						
Revenues						
07 3010	TAXES	5,225.83	5,552.98	4,800.00	12,500.00	752.98
TOTAL REVENUES		<u>5,225.83</u>	<u>5,552.98</u>	<u>4,800.00</u>	<u>12,500.00</u>	<u>752.98</u>
Expenditures						
07 5040	LEGAL & PROFESSIONAL	0.00	0.00	0.00	8,700.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,700.00</u>	<u>0.00</u>
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Fund 07 - AUDITING:						
TOTAL REVENUES		5,225.83	5,552.98	4,800.00	12,500.00	752.98
TOTAL EXPENDITURES		0.00	0.00	0.00	8,700.00	0.00
NET OF REVENUES & EXPENDITURES		<u>5,225.83</u>	<u>5,552.98</u>	<u>4,800.00</u>	<u>3,800.00</u>	<u>752.98</u>
BEG. FUND BALANCE		13,503.43	13,503.43	13,503.43	13,503.43	
NET OF REVENUES/EXPENDITURES - 2016-17			3,551.77			
END FUND BALANCE		18,729.26	22,608.18	18,303.43	17,303.43	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 09 - LIABILITY INSURANCE						
Revenues						
09 3010	TAXES	15,504.27	16,041.73	17,300.00	36,500.00	(1,258.27)
TOTAL REVENUES		<u>15,504.27</u>	<u>16,041.73</u>	<u>17,300.00</u>	<u>36,500.00</u>	<u>(1,258.27)</u>
Expenditures						
09 4008	FT SALARIES	630.72	658.26	662.30	4,305.00	(4.04)
09 7020	LIABILITY INSURANCE	4,889.62	5,110.20	5,233.16	32,194.26	(122.96)
TOTAL EXPENDITURES		<u>5,520.34</u>	<u>5,768.46</u>	<u>5,895.46</u>	<u>36,499.26</u>	<u>(127.00)</u>
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Fund 09 - LIABILITY INSURANCE:						
TOTAL REVENUES		15,504.27	16,041.73	17,300.00	36,500.00	(1,258.27)
TOTAL EXPENDITURES		<u>5,520.34</u>	<u>5,768.46</u>	<u>5,895.46</u>	<u>36,499.26</u>	<u>(127.00)</u>
NET OF REVENUES & EXPENDITURES		9,983.93	10,273.27	11,404.54	0.74	(1,131.27)
BEG. FUND BALANCE		19,243.12	19,243.12	19,243.12	19,243.12	
NET OF REVENUES/EXPENDITURES - 2016-17			1,377.84			
END FUND BALANCE		29,227.05	30,894.23	30,647.66	19,243.86	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 11 - SOCIAL SECURITY						
Revenues						
11 3010	TAXES	20,381.90	13,985.15	17,240.98	31,500.00	(3,255.83)
TOTAL REVENUES		<u>20,381.90</u>	<u>13,985.15</u>	<u>17,240.98</u>	<u>31,500.00</u>	<u>(3,255.83)</u>
Expenditures						
11 4011	WITHOLDING	11,743.95	12,190.47	12,627.22	58,291.31	(436.75)
TOTAL EXPENDITURES		<u>11,743.95</u>	<u>12,190.47</u>	<u>12,627.22</u>	<u>58,291.31</u>	<u>(436.75)</u>
Fund 11 - SOCIAL SECURITY:						
TOTAL REVENUES		20,381.90	13,985.15	17,240.98	31,500.00	(3,255.83)
TOTAL EXPENDITURES		<u>11,743.95</u>	<u>12,190.47</u>	<u>12,627.22</u>	<u>58,291.31</u>	<u>(436.75)</u>
NET OF REVENUES & EXPENDITURES		8,637.95	1,794.68	4,613.76	(26,791.31)	(2,819.08)
BEG. FUND BALANCE		54,679.10	54,679.10	54,679.10	54,679.10	
NET OF REVENUES/EXPENDITURES - 2016-17			(11,528.15)			
END FUND BALANCE		63,317.05	44,945.63	59,292.86	27,887.79	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
Fund 13 - IMRF						
Revenues						
13 3010	TAXES	24,388.64	24,474.35	23,500.00	55,000.00	974.35
TOTAL REVENUES		<u>24,388.64</u>	<u>24,474.35</u>	<u>23,500.00</u>	<u>55,000.00</u>	<u>974.35</u>
Expenditures						
13 4012	IMRF-EMPLOYER	8,109.83	7,303.97	8,697.20	53,800.05	(1,393.23)
TOTAL EXPENDITURES		<u>8,109.83</u>	<u>7,303.97</u>	<u>8,697.20</u>	<u>53,800.05</u>	<u>(1,393.23)</u>
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Fund 13 - IMRF:						
TOTAL REVENUES		24,388.64	24,474.35	23,500.00	55,000.00	974.35
TOTAL EXPENDITURES		8,109.83	7,303.97	8,697.20	53,800.05	(1,393.23)
NET OF REVENUES & EXPENDITURES		16,278.81	17,170.38	14,802.80	1,199.95	2,367.58
BEG. FUND BALANCE		29,751.91	29,751.91	29,751.91	29,751.91	
NET OF REVENUES/EXPENDITURES - 2016-17			5,390.07			
END FUND BALANCE		46,030.72	52,312.36	44,554.71	30,951.86	

PERIOD ENDING 08/31/2017

ALL FUNDS

FUND ACCOUNT	DESCRIPTION	BUDGET				YTD VARIANCE ACTUAL/BUDGET
		YTD BALANCE 08/31/2016	YTD BALANCE 08/31/2017	YEAR-TO-DATE THRU 08/31/17	2017-18 AMENDED BUDGET	
Fund 15 - CAPITAL PROJECTS						
Revenues						
15 3060	CONTRIBUTIONS	0.00	5.00	0.00	0.00	5.00
15 3099	MISCELLANEOUS REVENUE	0.00	13.79	0.00	0.00	13.79
15 9991	TRANSFER FROM REC	0.00	0.00	0.00	85,000.00	0.00
15 9993	TRANS. FROM NSSRA	0.00	0.00	0.00	49,686.00	0.00
15 9994	TRANS. FROM CORPORATE	0.00	0.00	0.00	95,000.00	0.00
TOTAL REVENUES		0.00	18.79	0.00	229,686.00	18.79
Expenditures						
15 6020	EQUIPMENT PURCHASES	0.00	0.00	0.00	88,145.00	0.00
15 7091	LOAN REPAYMENT	175,533.00	173,066.34	173,066.00	173,066.00	0.34
TOTAL EXPENDITURES		175,533.00	173,066.34	173,066.00	261,211.00	0.34
Fund 15 - CAPITAL PROJECTS:						
TOTAL REVENUES		0.00	18.79	0.00	229,686.00	18.79
TOTAL EXPENDITURES		175,533.00	173,066.34	173,066.00	261,211.00	0.34
NET OF REVENUES & EXPENDITURES		(175,533.00)	(173,047.55)	(173,066.00)	(31,525.00)	18.45
BEG. FUND BALANCE		75,590.08	75,590.08	75,590.08	75,590.08	
NET OF REVENUES/EXPENDITURES - 2016-17			(36,821.27)			
END FUND BALANCE		(99,942.92)	(134,278.74)	(97,475.92)	44,065.08	
TOTAL REVENUES - ALL FUNDS						
		826,588.45	967,866.21	880,651.59	2,182,917.10	87,214.62
TOTAL EXPENDITURES - ALL FUNDS						
		491,724.28	567,423.73	572,243.81	2,232,181.52	(4,820.08)
NET OF REVENUES & EXPENDITURES						
		334,864.17	400,442.48	308,407.78	(49,264.42)	92,034.70
BEG. FUND BALANCE - ALL FUNDS						
		819,974.07	819,974.07	819,974.07	819,974.07	
END FUND BALANCE - ALL FUNDS						
		1,154,838.24	1,202,732.76	1,128,381.85	770,709.65	

PERIOD ENDING 08/31/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 08/31/2016	YTD BALANCE 08/31/2017	BUDGET	2017-18 AMENDED BUDGET	YTD
				YEAR-TO-DATE THRU 08/31/17		VARIANCE ACTUAL/BUDGET
GROUPING VALUE 'ADMINISTRATIVE'						
03 3010	TAXES	21,252.81	24,063.06	22,252.42	54,000.00	1,810.64
03 4008	FT SALARIES	5,754.08	9,089.03	9,237.70	60,045.00	(148.67)
03 4095	SCHOLARSHIPS-EXPENSE	(131.25)	0.00	0.00	0.00	0.00
Net GROUPING VALUE 'ADMINISTRATIVE'		15,629.98	14,974.03	13,014.72	(6,045.00)	(1,959.31)
GROUPING VALUE 'PARKS & FACILITIES'						
03 3020	USER FEES	8,659.00	10,466.85	8,432.40	74,500.00	2,034.45
03 3030	RENTAL	34,228.50	33,482.30	32,750.04	256,820.00	732.26
03 3050	CONCESSION REVENUE	1,129.40	2,086.91	833.34	5,200.00	1,253.57
03 3060	CONTRIBUTIONS/SPONSORSHIPS	0.00	7,500.00	0.00	0.00	7,500.00
03 4008	FT SALARIES	12,403.20	12,945.79	13,024.28	84,657.82	(78.49)
03 4009	PT SALARIES	11,203.17	14,168.13	10,712.61	66,172.00	3,455.52
03 5021	ELECTRICITY	3,451.97	4,604.50	3,588.44	39,500.00	1,016.06
03 5024	WATER	0.00	0.00	0.00	4,700.00	0.00
03 5025	GAS	32.45	34.48	35.11	5,000.00	(0.63)
03 5035	MARKETING	0.00	0.00	575.00	3,450.00	(575.00)
03 5060	CONTRACTUAL	12,067.16	8,685.60	9,933.22	69,928.00	(1,247.62)
03 5061	REPAIR & MAINTENANCE	7,469.39	18,058.26	8,437.07	68,020.00	9,621.19
03 6010	SMALL EQUIPMENT	1,476.75	0.00	2,697.98	8,075.00	(2,697.98)
03 6020	EQUIPMENT PURCHASES	0.00	3,600.50	7,500.00	30,935.00	(3,899.50)
03 6021	SUPPLIES	7,609.72	8,345.55	12,931.18	75,600.00	(4,585.63)
03 6050	CONCESSION SUPPLIES	0.00	2,300.07	583.34	3,600.00	1,716.73
Net GROUPING VALUE 'PARKS & FACILITIES'		(11,696.91)	(19,206.82)	(28,002.45)	(123,117.82)	(8,795.63)
GROUPING VALUE 'GENERAL PROGRAMS'						
03 3020	USER FEES	41,229.00	28,454.83	28,790.51	110,443.00	(335.68)
03 4009	PT SALARIES	0.00	112.50	151.25	29,723.75	(38.75)
03 5060	CONTRACTUAL	1,985.00	3,675.00	4,170.21	51,895.40	(495.21)
03 6021	SUPPLIES	0.00	0.00	50.00	2,600.00	(50.00)
Net GROUPING VALUE 'GENERAL PROGRAMS'		39,244.00	24,667.33	24,419.05	26,223.85	(248.28)
GROUPING VALUE 'SPECIAL EVENTS'						
03 3020	USER FEES	11,508.00	35.00	3.19	250.00	31.81
03 3050	CONCESSION REVENUE	0.00	5,364.00	5,000.00	8,200.00	364.00
03 3060	CONTRIBUTIONS	0.00	8,600.00	6,533.32	19,050.00	2,066.68
03 4009	PT SALARIES	1,292.50	1,363.50	1,570.00	2,900.00	(206.50)
03 5035	MARKETING	0.00	276.47	1,100.00	2,650.00	(823.53)
03 5060	CONTRACTUAL	14,496.25	16,729.00	19,552.02	35,825.50	(2,823.02)
03 6021	SUPPLIES	2,609.34	431.92	2,491.86	7,059.96	(2,059.94)
03 6050	CONCESSION SUPPLIES	0.00	969.38	0.00	850.00	969.38
Net GROUPING VALUE 'SPECIAL EVENTS'		(6,890.09)	(5,771.27)	(13,177.37)	(21,785.46)	(7,406.10)
GROUPING VALUE 'ATHLETIC PROGRAMS'						
03 3020	USER FEES	8,375.00	2,520.00	6,147.45	39,438.00	(3,627.45)
03 4009	PT SALARIES	0.00	0.00	76.88	5,347.50	(76.88)
03 5060	CONTRACTUAL	0.00	0.00	0.00	9,344.60	0.00
03 6021	SUPPLIES	(198.84)	0.00	25.00	2,250.00	(25.00)
Net GROUPING VALUE 'ATHLETIC PROGRAMS'		8,573.84	2,520.00	6,045.57	22,495.90	3,525.57
GROUPING VALUE 'CAMPS'						
03 3020	USER FEES	251,160.75	391,101.00	320,535.10	320,535.10	70,565.90
03 4009	PT SALARIES	57,376.25	76,823.23	82,001.00	82,001.00	(5,177.77)

PERIOD ENDING 08/31/2017

RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	YTD
		08/31/2016	08/31/2017	YEAR-TO-DATE THRU 08/31/17	AMENDED BUDGET	VARIANCE ACTUAL/BUDGET
03 5060	CONTRACTUAL	32,238.87	55,173.36	44,957.19	49,629.65	10,216.17
03 6021	SUPPLIES	8,815.01	10,401.78	9,841.04	10,653.50	560.74
Net GROUPING VALUE 'CAMPS'		<u>152,730.62</u>	<u>248,702.63</u>	<u>183,735.87</u>	<u>178,250.95</u>	<u>(64,966.76)</u>
GROUPING VALUE 'FITNESS PROGRAMS'						
03 3020	USER FEES	9,093.00	7,485.00	7,257.84	50,000.00	227.16
03 4009	PT SALARIES	3,145.00	3,104.00	3,343.32	27,400.00	(239.32)
03 5060	CONTRACTUAL	0.00	1,450.50	0.00	14,300.00	1,450.50
Net GROUPING VALUE 'FITNESS PROGRAMS'		<u>5,948.00</u>	<u>2,930.50</u>	<u>3,914.52</u>	<u>8,300.00</u>	<u>984.02</u>
GROUPING VALUE 'INTERFUND'						
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
Net GROUPING VALUE 'INTERFUND'		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(85,000.00)</u>	<u>0.00</u>
TOTAL REVENUES - FUND 03		386,635.46	521,158.95	438,535.61	938,436.10	82,623.34
TOTAL EXPENDITURES - FUND 03		<u>183,096.02</u>	<u>252,342.55</u>	<u>248,585.70</u>	<u>939,113.68</u>	<u>3,756.85</u>
NET OF REVENUES & EXPENDITURES		<u>203,539.44</u>	<u>268,816.40</u>	<u>189,949.91</u>	<u>(677.58)</u>	<u>78,866.49</u>

09/19/2017

ACCOUNT BALANCE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 08/31/2017
 BALANCE SHEET

ACCOUNT	DESCRIPTION	END BALANCE 08/31/2017	BALANCE 08/31/2016	VARIANCE
Assets				
1000	OPERATING-NORTHVIEW	130,935.17	54,429.04	76,506.13
1003	NVB PETTY CHECKING 000430023000031	1,004.87	1,104.87	(100.00)
1007	ILLINOIS FUNDS MM 007139101443	549.14	552.15	(3.01)
1010	NORTHVIEW TAX ACCT 7530000691	1,098,331.54	1,134,979.21	(36,647.67)
1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	0.00
1015	AMERICAN CHARTERED BANK-XXX760	0.00	520.50	(520.50)
1200	ACCOUNTS RECEIVABLE	11,717.82	34,908.50	(23,190.68)
1250	TAXES RECEIVABLE	506,561.71	508,901.99	(2,340.28)
TOTAL ASSETS		1,749,200.25	1,735,496.26	13,703.99
Liabilities				
2000	ACCOUNTS PAYABLE	(60.00)	38,419.90	(38,479.90)
2010	ACCRUED PAYABLES/PAYROLL	(2.17)	(2.17)	0.00
2011	EMPLOYEE COMPENSATION	39,130.00	32,630.00	6,500.00
2050	DEFERRED INCOME	60.00	0.00	60.00
2060	DEFERRED TAX REVENUE	506,561.71	508,901.99	(2,340.28)
2105	HEALTH CARE FSA	100.20	165.55	(65.35)
2300	FAMILY CREDIT	677.75	542.75	135.00
TOTAL LIABILITIES		546,467.49	580,658.02	(34,190.53)
Fund Equity				
9000	FUND BALANCE	819,974.07	819,974.07	0.00
2016-2017 Net Revenue		(17,803.00)		
Beginning fund balance		802,171.07	819,974.07	
Net Revenue		400,561.69	334,864.17	
Ending Fund Balance		1,202,732.76	1,154,838.24	

Superintendent's Report
Bill Byron
September 2017

Parks Update

- Willow Park
 - Fall sports are in full swing and the fields are holding up as best as can be expected.
 - We opened the eastern half of the soccer field to accommodate the large numbers for the Trevian Academy program for young children on Sundays. We had hoped to keep that half closed until October, but we saw extra wear and tear on the western half from daily practices, which now can spread out across the entire field. The only closed area is a strip on the northern edge that had the worst flood damage.
- Clarkson Park
 - The park handled the crowd and activities of State Fair without any issues.
 - We are hoping to divide and relocate some of the landscape plants once the temperatures cool off.
 - We have a new message center board that we will install this fall near the playground. That board will be used to market programs, events, and park district happenings to the regular crowd that uses the playground.
 - We need to address a storm water management issue with the new concrete pad that leads to the shed. Our engineers have drafted a plan that should help us alleviate the issue.
- Fox Meadow
 - Trevian Soccer and Sunset Ridge School soccer programs continue to use our field this fall.
 - Regular wetland maintenance will continue throughout the fall.

Staffing Update

- Recreation Staff
 - Our new Recreation Coordinator Vicki Frullani began on 8/24 and is doing a fantastic job so far with her programs. Her main duties right now involve our before and after school recreation programs, as well as birthday party scheduling.
- Parks Staff
 - We are hoping to add 1-2 part time parks staff to get us through the rest of the fall. We recently lost one of our regular part time staffers to a full time job in Mount Prospect.

School District Update

- George and I have a meeting scheduled for 9/27 to meet with school district officials regarding our intergovernmental agreement for snow removal. There are some details that need to be worked out before we move forward with staffing decisions for the winter, and we hope to get that all taken care of next week.

Recreation Board Report
September 2017
Jim Reuter
Nada Becker
Vicki Frullani

Before School Rec.

Our Before School Recreation Program currently has 14 students enrolled. The majority of parents have purchased annual memberships, while 7 have chosen to purchase Punch Passes. Students have been engaged in crafts, sports, and general recreation free time.

Afterschool Rec.

After School Recreation has been steady, we have 3 Kindergarteners that are with us Monday – Friday and 2 more that join us throughout the week. There are also 8, 1st – 3rd graders, that join us as well. Our After School Recreation Program has a variety of activities, such as arts/crafts, reading, nature walks, free play time, etc. and Grace Olk is back again working the program with Vicki this year.

Afterschool Classes

Park District afterschool classes, enrichment and athletic, all began the week of September 11th. Due to low enrollment we ended up cancelling both Fall 1 sessions of K Music, 1st-3rd HTHT, and Amazing Art. That said we still have 16 unique class sections running this first fall session with 1st-3rd Flag Football and Golf both with full enrollment.

Birthday Parties

Birthday Parties were low for the month of September. However, we just booked three for October and November and are currently waiting for confirmation on another.

Panther Basketball

The Panther Basketball season is upon us once again and this year we will have 1 team. The 11th grade boys will be our only team in the NSBL this season and will begin practicing in early October to prep for the opening of the season on November 4th. Donald Klein will be coaching the team again this season.

Fitness

As advertised, Fitness Membership fees went up on September 1st and so far no one has really taken too much notice and we have changed the structure of memberships a bit as well. We no longer offer a Family Membership but instead simply offer a Couple with the option to add family members onto that as long as all added members are 23 years or younger. We also added a Jr. Membership for children 12 and 13 years old as long as they come during limited, posted hours and with a current member who is at least 18 years or older.

Community Center Rentals

Alvin Chiang's badminton program continues to use the gym on Monday and Saturday evenings along with NSSRA Gator Volleyball housed here on Tuesday nights. Adult Open Gym runs with

8-10 guys here on Monday nights and Chris Mah’s self-defense classes are hosted in the Fitness Studio on Monday and Thursday evenings. We have had some Wildcat Jrs. Volleyball lessons this month as well but those will really pick up in October/November as we get closer to their season starting. Pickleball open play also runs in the gym on Friday evenings and Saturdays. Our programs and birthday parties are the bulk of the use in the Residents Center while affiliate group meetings dominate the use of the Community Conference Room.

Willow Park Field Use

Fall field activities are in full swing right now. Trevian Soccer is out on a few fields Mondays-Thursdays for practices and games and their Top Soccer Program runs on Friday evenings as well. TeamOne Lacrosse is using field space on Mondays and Thursdays and TGSA has also organized a good amount of time throughout the weeks and weekends to practice and play games. The Homestead Ranchers are also using field times each week for practices.

Clarkson Lodge Rentals

We continue to receive regular inquiries and rentals of Clarkson Lodge.

State Fair/Ribfest

Overall Ribfest was a great success from our perspective. Speaking specifically of the activities inside the Clarkson Lodge, everything went off without a hitch. We had bingo for the kids running 6-7:30 pm and about 30 prizes were won. The pie judging started at 6pm again this year and all 9 pies were judged and scores were tallied by 6:30, which left us a full half hour to clean up and prepare for the ribs. All 21 rib entries were in the lodge by 7pm and between us and Hofherr Meat Co’s 14 judges the whole process took about 40 minutes and ran like a well-oiled machine.

This year we added State Fair to our sponsorship package. In addition to the three Park Partners, First Bank & Trust sponsored the music and The Orchard sponsored the Pie Contest.

Marketing included the Park District website, Fall Program Guide, Winnetka Current calendar, Village of Northfield newsletter, website Chamber of Commerce website, e-blasts, posters throughout the community, banners at Willow and Central, Clarkson Park and on the Middlefork playground fence, Community Center electronic message board and Facebook. We had a lot of activity on Facebook through our own posts and others posting and sharing. We created a State Fair Facebook event which reached 2,400 unique people. Our sponsors also helped us spread the word on social media. After State Fair, there were a number of posts from people saying they had a great time and thanking people who hosted them at the event.

Post	Reach	Shares
August 29	457	2
September 7	1,547	4
September 9	872	1
September 9	479 (230 viewed video)	1
September 9	564	
September 9	524 (253 viewed video)	2
September 11 photo album	303	1

Social Media

Our Facebook page broke 500 likes. With 16 new likes in the past month, we now have 509 people.

New Adult Programming

On Wednesday, October 4th from 11:30AM to 1:00PM a new lunch and learn program will take place at Clarkson Lodge. Casey Engelman, who grew up in Northfield and is the owner of baking and catering company The Good Wolf, is the presenter. Attendees will enjoy lunch and bread tastings while learning about whole grain, naturally-leavened hearth style breads. Cost is \$20.