

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
MARCH 14, 2016
6:30 PM

1. Call to Order & Roll Call
2. Pledge of Allegiance
3. Park District Mission: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.
4. Additions/Deletions to Agenda
5. Approve Board Meeting Minutes
 - A. Regular Meeting of February 8, 2015
 - B. Executive Session of February 8, 2015
6. Recognition of Visitors
 - A. Beekeeping Proposal – Bryan Mathie
7. Staff Reports
 - A. Executive Director
 - B. Building & Grounds
 - C. Superintendent of Recreation
 - D. Recreation Supervisor
 - E. Recreation Supervisor - Marketing
 - F. Office Manager
 - G. Safety Coordinator
 - H. Financial Consultant
8. Approve Monthly Disbursements
9. Unfinished Business
 - A. Approve release of Executive Session minutes
 - B. Consider Ordinance No. 01-2016 Adopting Updated Purchase and Finance Policies
 - C. Approve Special Meeting for April 4th, 6:30 PM
10. New Business
 - A. Review first draft of 2016-17 budget
 - B. Beekeeping Proposal discussion

11. Open Forum

- A. Comments from the Floor
- B. Comments from Commissioners
- C. Comments from the President

12. Adjourn to Executive Sessions

In accordance with the Open Meetings Act under Section 2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

13. Reconvene Open Meeting & Roll Call

14. Adjournment

Date: March 10, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Agenda Overview

Approval of Executive Session Minutes

Executive Session minutes of February 8th were sent to you in a separate e-mail.

Beekeeping Proposal

Bryan Mathie is working towards allowing bee hives in the Village and would like to propose the idea of having an area in one of our parks. A memo is included and Bryan will be at the meeting. I also included a discussion item under New Business.

Approve release of Executive Session minutes

The executive session minutes of July 13, 2015 were sent to you in a separate e-mail. The Board had discussed releasing these minutes.

Ordinance No. 01-2016

An ordinance is included in your packet approving the updated purchase and finance policies discussed at the last meeting. Attorney Rick Tarulis proposed a few changes, which are noted in the included policies. Staff recommends approval of the Ordinance.

Special Budget Meeting

At the last meeting we discussed holding a special budget meeting to review the budget and approve a tentative budget ordinance on Monday, April 4th at 6:30 PM. Staff is requesting formal approval of this meeting. Also, dinner will be served starting at 6 PM.

Review first draft of 2016-17 budget

The first draft of the proposed 2016-17 budget is included in the packet. I will review it in detail at the meeting.

Executive Session

A separate e-mail of the Executive Session agenda was sent.

Minutes – Draft
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
February 8, 2016

1. CALL TO ORDER AND ROLL CALL

President Boyd called the meeting to order in room 101 of the Recreation Center, 1501 Barnesdale Road, La Grange Park, IL at 6:31 p.m. Other Commissioners present were, Bob Corte, Tim Ogden, and Lucy Stastny. Commissioner Jeff Kilrea was absent. Also present were Executive Director Aleks Briedis, Superintendent Dean Carrara, and Financial Coordinator Phil Mesi.

2. PLEDEGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

President Boyd recited as follows: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs, and services in a financially responsible manner.

4. ADDITIONS/DELETIONS TO AGENDA

There are none.

5. APPROVE MEETING MINUTES

Commissioner Ogden made a motion; seconded by Commissioner Corte to approve the January 11, 2016 meeting minutes as amended. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

6. RECOGNITION OF VISITORS

There were no visitors.

7. STAFF REPORTS

A. EXECUTIVE DIRECTOR

A written report provided prior to the meeting was introduced by Executive Director Aleks Briedis. He did not have any additions to his report and entertained any questions from the Board. The Board asked why he attended the Tristate Toll Meeting and how it impacts the District. Director Briedis stated the Tristate was doing community outreach to all surrounding communities. Commuters may use La Grange Road as an alternate route, which could impact us, during I-294 construction.

B. BUILDINGS & GROUNDS

A written report provided prior to the meeting by Maintenance Supervisor Martin Healy was introduced by Executive Director Aleks Briedis. There were no additions to the report.

C. SUPERINTENDENT OF RECREATION

A written report provided prior to the meeting was introduced by Superintendent of Recreation Dean Carrara. The financial report was not included in the packet as noted in the report. Executive Director Briedis apologized and said it was left out of the packet in error and that it will be included in next month's meeting packet.

D. RECREATION SUPERVISOR

A written report provided prior to the meeting by Recreation Supervisor Darla Goudeau was introduced by Executive Director Aleks Briedis. There were no additions to her report. The Board requested a schedule of the bands for Music Under the Stars concert series. Executive Director Briedis will email the Board with the list.

E. RECREATION SUPERVISOR – MARKETING

A written report provided prior to the meeting by Recreation Supervisor Dave Romito was introduced by Executive Director Aleks Briedis. There are 130 kids in the cast for Grease. Also, Shrek Jr. made approximately \$5,000 in profit.

F. OFFICE MANAGER

A written report provided prior to the meeting by Office Manager Peggy Ronovsky was introduced by Executive Director Aleks Briedis. Manager Ronovsky, Executive Director Briedis, and Nancy Daum will go through online registration training on February 23, 2016.

President Boyd asked Executive Director Briedis to pass the Board's gratitude to Amanda Kennedy & Jim Zwit for all of their hard work with the brick orders. She suggested that commissioner should block out the date of the Memorial Day ceremony in their calendars for their attendance.

G. SAFETY COORDINATOR

A written report provided prior to the meeting by Safety Coordinator Megan Jadron was introduced by Executive Director Aleks Briedis. There were no additions to the report.

H. FINANCIAL COORDINATOR

Financial statements provided prior to the meeting for the month ending January 31, 2016 was introduced by Financial Consultant Phil Mesi. Questions were asked and answered.

8. APPROVE MONTHLY DISBURSEMENTS

A motion was made by Commissioner Stastny; seconded by Commissioner Ogden to approve the monthly disbursements in the amount of \$113,846.41. MOTION CARRIED. There was no further discussion and the motion passed by 4-0 roll call vote; one absent.

9. UNFINISHED BUSINESS

A. Stormwater Pollution Prevention Plan & Soil Erosion Control Contract

Darrell Garrison from PRI, Inc. explained the contract at last month's Board meeting. A brief discussion was held. Executive Director is looking for approval to proceed with Tasks 3&4. The Board stated that PRI's attendance to two board meetings, as stated in the contract, is sufficient.

Commissioner Corte made the motion; seconded by Commissioner Stastny to approve the Stormwater Pollution Prevention Plan & Soil Erosion Control Contract tasks 3&4 in the amount of \$12,275.00. MOTION CARRIED. There were no further discussion and the motion passed by 4-0 roll call vote; one absent.

10. NEW BUSINESS

A. PRI Change Order for Village Permit

The change order is to for K-plus Engineering to update the Memorial Park plans to the Village's storm water specifications. A discussion was held. Executive Director Briedis is looking for approval to move forward with the contract.

Commissioner Ogden made the motion; seconded by Commissioner Stastny to approve the contract with PRI not to exceed the amount of \$2,550. MOTION CARRIED. There was no further discussion and the motion passed by 4-0 roll call vote; one absent.

B. Purchasing Policy Discussion

A discussion was held. Executive Director Briedis reviewed the proposed changes with the Board. The new policies are to update wording and add the ability for the District to make electronic payments. There is no action needed at this point as Attorney Rick Tarulis needs to review the policies first.

C. Salt Creek Bridge Contract Discussion

A discussion was held. The Board and staff agreed to use the end of the contract as a negotiating tool with the Forest Preserve District for help with the Forest Road Trail extension. Executive Director Briedis will contact the appropriate person in the Forest Preserve District.

D. Storage Containers at Maintenance Facility Discussion

The Park District is running out of storage space and a discussion was held to purchase shipping containers and place them by the maintenance garage. To do this, the District will have to ask for a variance from the Village code, which will include going before the Zoning Board. A plat map of the property will need to be included with the variance application. Director Briedis requested Board approval to hire a surveyor to create a plat map of the Maintenance Facility property.

Commissioner Stastny made the motion; seconded by Commissioner Corte to direct Executive Director Briedis to hire a surveyor to create a plat map of the maintenance building not to exceed \$2,250. MOTION CARRIED. There was no further discussion and the motion passed by 4-0 roll call vote; one absent.

E. Review of 2015-2016 Budget vs. Actual

Executive Director Briedis reviewed his memo, which is included the packet, that discussed the financials for the nine months ending January 31, 2016. The Board asked questions and they were answered by Director Briedis and staff.

F. 2016-2017 Budget Timeline

Executive Director Briedis reviewed his proposed budget timeline and suggested having a special meeting before the April Regular Board Meeting as the budget needs to be in tentative form 30 days prior to it being approved.

The Board requested to hold a Special Meeting on Monday April 4, 2016 at 6:30 p.m. Dinner will be offered at 6:00 pm.

11. OPEN FORUM

- A. Comments from the Floor
- B. Comments from Commissioners
- C. Comments from the President

President Boyd attended the IAPD conference last week and attended 3 seminars. She stated that they were well done and very informative. in the future if any of the board members can clear out time on the calendar to attend, it's educational. President Boyd is also working on the President's Letter for the next brochure and is looking for any input as this is representing all the board members. A suggestion was made to have an update on the Memorial Park project.

12. ADJOURN TO EXECUTIVE SESSION

Commissioner Corte made the motion; seconded by Commissioner Stastny to adjourn the Regular Meeting at 7:51 p.m. and go into Executive Session in accordance with the Open Meetings Act under Section 2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and the Open Meetings Act under Section 2 (c)(21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. MOTION CARRIED. There was no further discussion and the motion passed by 4-0 roll call vote; one absent.

13. RECONVENE OPEN MEETING & ROLL CALL

President Boyd reconvened the open meeting at 8:10 p.m. Other Commissioners present were, Bob Corte, Tim Ogden, and Lucy Stastny. Commissioner Jeff Kilrea was absent.

14. ADJOURNMENT

Commissioner Corte made the motion; seconded by Commissioner Ogend to adjourn the Regular Meeting at 8:10 p.m. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

Community Park District of La Grange Park Beekeeping proposal by Bryan Mathie

422 Newberry Ave LaGrange Park, IL 708-921-8373

- Resident of LaGrange Park for 14 years
- BS in Biology, Chemistry and animal behavior. Former Professional Animal keeper at Miller Park Zoo, Cincinnati Zoo, Shedd Aquarium. Post Graduate work at University of California, Davis in Avian Physiology
- Beekeeper coming into my 5th season - currently 4 hives in Broadview, 2 Hives in Naperville and 3 new hives coming to Forest Park in spring of 2016
- Member of Will County Beekeeping Association for 4 years
- 2 Basic Beekeeping Courses completed, 1 Queen Rearing course, and enrolled in one advanced course in 2016 – Garfield Park Conservatory, Will County Beekeeping Association and Joliet College
- Beekeeping volunteer at Garfield Park Conservatory
- I have completed 10 bee extractions from homes and industrial facilities, 4 swarm removals

My main intent is to set an example for La Grange Park and Brookfield that beekeeping with appropriate oversight is a positive community activity. I wish to do this through education, working with local officials, community partners and the municipality as well as by setting a positive model example. Several surrounding villages either currently allow beekeeping or allow it as they have no ordinance to forbid it (confirmed by village managers).

Currently, only one surrounding park district offers beginning Beekeeping classes – Oak Park. This is limited to two hours of classroom instruction with no apiary on their property to allow hands-on education promoting effective and responsible beekeeping.

Here is the standing of beekeeping by ordinance/village manager interpretation of the surrounding Villages:

Allowed by Ordinance (O) or by Village Manager (VM - no ordinance forbidding it but allowed):

- | | |
|-------------------------------------------|--------------------------------------------|
| • City of Chicago (O) – Bees on City Hall | • Oak Park (O- 2011) |
| • La Grange (VM) | • Oak Brook (VM) |
| • Riverside (VM) | • Westchester (properties over 5 acres) |
| • Lyons (VM) | • Palos Park (O) – has bees on City center |
| • Broadview (VM) | • Clarendon Hills (O) |

Not allowed by ordinance:

- Countryside – but village manager is expecting that to change in 2016 – they are in review now
- Palos Hills – no ordinance, but not allowed – currently under review by Village Manager
- Brookfield
- La Grange Park – Proposal has been submitted to Village Manager for review

Proposal abstract:

- Possible educational opportunities for adult hobbyist including basic and more advanced beekeeping techniques, Queen Rearing and disease control along with live demonstrations and an opportunity to experience beekeeping in a learning environment. May also include appropriate level of education and involvement for schools including a connection with Science Center by Forest Road School
- Beekeeping classes would be offered at a fee and could allow instruction utilizing the on-site apiary as a laboratory as part of the course.

- Any fees from the class could be used to maintain the apiary and residual funds could possibly provide profit back to the park district. Possible opportunity to sell local honey could also provide a profit to be shared by beekeeper and park district.
- Multiple ways to provide beehives:
 - The fees of the classes could provide revenue for hive/bee purchase to support the apiary. Use of all proceeds would then be at the discretion of the Park District – Bee, honey & wax sales
 - The Resident Beekeeper could provide hive equipment and bees of their own in an exchange for Apiary space
 - The Park District COULD allow members who apply for the class to keep a single hive on this dedicated space (with participant purchasing their own hive at their cost plus they must be enrolled in the class). There could even be a lottery and charge an additional fee for this opportunity.
- Dedicated apiary space for instruction and community involvement – There is much a beekeeper can learn through reading and classes, but beekeeping is truly a hands on endeavor. The Apiary yard will be dedicated space with a 6 ft fence around it (to be paid for by Apiary costs not Park District) to prevent anyone from accidentally or intentionally interacting with the bees.
 - The Apiary size is dependent on the number of hives and working space it must accommodate.
 - The flight path of the bees is the key issue and must protect the public. Therefore we will place the Apiary allowing the hives to face away from any public space to ensure minimal interaction. This may lead us to point the hives to the Railroad tracks as there is a large easement and no human traffic. Trains pass at a slow speed and there is ample room for the bees to ascend/descend to accommodate the trains.
 - The Length and width of the Apiary is dependent on the number of hives. Hives can be inches from each other side-by-side in an apiary with no problems.
 - However, front/back working space is important. Each hive needs approximately 1 foot in front if there is a chain link fence (bees can fly through or 6-8 ft if it is a solid fence) and 3-4 feet behind it of working space. 4 – 8 hives can easily be accommodated in a 6x8 fenced apiary.
 - The South side and South East corner of the Community Park District's property off of Barnsdale Rd. should accommodate a beginning apiary nicely giving ample flight path and protection from passers-by.

Parameters for hives:

1. All hives by law must be registered with Illinois State of Agricultural Department as required by state regulations
2. Annual inspection of hives by Department of Agriculture State Inspector is voluntary but for this project a necessity and provides beekeepers a wealth of knowledge from these highly trained inspectors
3. Bees often require a water source –A good beekeeper should provide some source of small pond, birdbath or other source of clean water to keep from affecting neighbors. This will be accommodated in the apiary

Date: March 11, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Memorial Park Grant

I completed the required paperwork for the grant extension. We are now just waiting for them to be executed by IDNR.

Budget

I'm continuing to work on the budget. A draft is included in this packet.

Community Pass

I have been spending a lot of time preparing for and inputting programs into the new system.

SEASPAR

I stopped by the SEASPAR offices on Wednesday to congratulate them on their 40 year anniversary.

TIF Meeting

I attended the presentation on the proposed TIF districts at Tuesday's Village Board meeting. It was very informative. I hope to distribute copies of the presentation to the Board at Monday's meeting.

Police Report

Kids were setting a fire on playground equipment. There was minor damage. Parents were contacted.

Contact me with any questions!



MEMORANDUM

TO: Aleks Briedis
Community Park District of LaGrange Park
1501 Barnsdale
LaGrange Park, IL 60526

FROM: LaGrange Park Police Department
SUBJECT: Police Calls at Park District Properties
DATE: 2/1/16

During the time period of January 1, 2016 through January 31, 2016 the following police calls were reported.

Incident #	Date	Location	Call Type	Reported by
16-0385	1/23/15	Yena Park	Criminal damage to property	***

Each of these incident reports is closed with no pending follow-up or additional action by the Police Department needed at this time.

If you have any questions or need further information regarding any of these incidents, please complete a Freedom of Information Records Request form at the Police Department or contact Jackie Viecei at 352-7711 ext. 204.



From
President / CEO
Peter Murphy

Advancing our members through education, advocacy and research

Research: Throughout the past two years, IAPD has shared the positive results of the Statewide Citizen Satisfaction Survey that we commissioned in 2013. Based on the high demand for copies of the IAPD Citizen Satisfaction Brochure, we know that member agencies across the State are using these powerful results as well.

To further our advocacy efforts, IAPD is undertaking another important research study. As part of this statewide effort, we are seeking some basic employment and revenue data from your agency. This data will help demonstrate that agencies like yours are significant employers in your community and that much of an agency's revenue is self-generated.

A survey has been sent to your agency. Don't miss the opportunity to participate! Findings will be presented at the Legislative Conference.

Legendary Service: IAPD has started collecting oral histories by videotaping interviews featuring board members who have made an impact on their local community and the state through their board service. See the IAPD website for examples. Does your board have such an individual? If so, send your recommendations to pmurphy@ILparks.org.

Grants: Receipts from the Park District Youth License Plate authorized by IAPD's advocacy efforts continue to fund the PowerPlay! Beyond School program. The IAPD received 64 applications. We will be awarding more than \$30,000 in grant funds to successful applicants at the end of March.

In January, IAPD brought to your agency's attention its partnership with the Million Trees program, which provides free trees for your agency. This year, 56 agencies ordered a total of 15,233 trees. If you did not have the opportunity to apply, this is an annual grant which we will be promoting again at the beginning of 2017.

Education: May 3rd is Parks Day at the Capitol. The Legislative Reception will be held that evening and the IAPD Legislative Conference will take place on Wednesday, May 4th. This year's theme is *Discover the Power of Park Districts and Forest Preserves*. This is a great opportunity to be present at the State Capitol to advocate for your agency and for parks and recreation statewide.

Website: The IAPD is currently in the process of redesigning its website so that information about the Association is more readily available to our members. We will also be adding a Frequently Asked Questions section and enhancing site navigation to assist in accessing the large volume of content the website contains.

Noteworthy: This month, Mr. Edward Karasek is celebrating 50 years of service as a commissioner with the Berwyn Park District. This is a tremendous milestone in selfless service and volunteerism that epitomizes park commissioners statewide. IAPD recognized Mr. Karasek as our 2011 Commissioner of the Year, and we have assisted in his celebration this year as the longest-serving park commissioner in Illinois. Congratulations Mr. Karasek!

SEASPAR News and Events • March 2016

SEASPAR ATHLETES MEDAL AT WINTER GAMES

Two SEASPAR athletes earned three medals at the Special Olympics Illinois Winter Games in Galena February 2-4.

Approximately 400 athletes competed at the event, which is the final state competition for Alpine Skiing, Cross-Country Skiing, and Snowshoeing.



William Porch of Westmont (pictured at left) represented SEASPAR in the Cross-Country Skiing competition. Porch earned a gold medal for the fourth straight year in the 500M event, finishing almost a minute faster than the silver medalist. William is considered the fastest Special Olympics cross-country skier in this event in the state of Illinois. He also earned a bronze medal in the 1K event.

William has competed in the Winter Games for years, and also participates in SEASPAR's swimming program as one of the top 20 Special Olympics swimmers in Illinois in the 50M Freestyle and Backstroke events. William also qualified for the Special Olympics Illinois Summer Games several years for Individual Bocce play, one of few SEASPAR athletes to do so. William was honored in 2015 as the SEASPAR Athlete of the Year.

Michael Duffy, also of Westmont (pictured at right), earned a bronze medal in the Alpine Skiing Super G (downhill) event, and took fifth place in the Giant Slalom event. Michael has participated in SEASPAR's Special Olympics alpine skiing program since 2008, but has only been skiing competitively since 2013. He has competed in snowshoeing events in the past, and also participates in SEASPAR's Special Olympics athletics (track and field) program.



Join us in congratulating William and Michael on their awesome achievements at the Winter Games!

MISSION

SEASPAR provides dynamic recreation programs and quality services for its residents with disabilities.

VISION

**Discover Abilities
Achieve Potential
Realize Dreams**

CORE VALUES

**Fun • Excellence
Service • Respect
Accountability**

LEVEL UP PLANS SEASPAR BENEFIT

The Level UP Basketball Academy of Downers Grove is hosting the Level UP Cares 3v3 Basketball Tournament on Saturday, April 9, with all proceeds from the event benefiting SEASPAR.

The double elimination tournament will be held at the Downers Grove Recreation Center from 9 a.m.–3 p.m. There are six divisions: grades 3–4; grades 5–6; grades 7–8; grades 9–12; ages 18–35; and ages 35 and older.

Early bird registration is open until March 11 for \$75/team. Regular registration will be open from March 12–April 4 for \$90/team.

Visit Level UP's website to learn more about this fun event and register your team today!



SAVE THE DATES!

Spring is quickly approaching, and so are SEASPAR's many 40th anniversary events and annual fundraisers! Mark your calendar now for all of the fun we have planned over the next few months.

Plant Sale Fundraiser • Saturday, April 30 & Tuesday, May 3 • Bronswood Greenhouse, Oak Brook
Bring new life to your garden while supporting SEASPAR.

American English Concert • Thursday, May 5 • Tivoli Theatre, Downers Grove
American English returns to the Tivoli for this much-anticipated annual fundraiser.

Run for the Roses 5K • Saturday, May 14 • Forest Road School, La Grange Park
Cheer on SEASPAR athletes at the Community Park District of La Grange Park's annual 5K.

Believe & Achieve Banquet • Wednesday, May 18 • Abbington Banquets, Glen Ellyn
Join us in celebrating SEASPAR's participants, staff, and partners.

9-Hole Golf Event • Friday, May 20 • Downers Grove Golf Course
Enjoy an afternoon on the greens at this annual fundraiser.

Walk and Roll-A-Thon • Sunday, May 22 • Ebersold Park, Downers Grove
Collect pledges, walk and roll on a beautiful spring day, and raise money for a new SEASPAR vehicle.

Summer Kick-Off • Sunday, June 5 • Ty Warner Park, Westmont
Welcome summer with food, games, and lots of fun with participants and staff!

There's more to come in the fall and winter as we continue our year of celebration, so stay tuned!

DID YOU SEE US IN THE PAPER?

SEASPAR's 40th anniversary celebration was featured in a front-page article in the February 10th issue of *Suburban Life* newspaper. Even if you missed it, you can still [read the story online](#) and [watch a video](#) of participants at our very first Karate session of the winter/spring season!

MARCH EVENTS

March 3 • Special Olympics District Aquatics Qualifier • Naperville
March 6 • Special Olympics District Gymnastics Qualifier • Palatine
March 9 • SEASPAR's 40th Anniversary
March 11 • SEASPAR 40th Anniversary Dance • Clarendon Hills



Date: March 4, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Budget

I'm continuing to work on the budget. A draft will be included in next meeting's packet.

Community Pass

We have started using the new software. Staff inputted all of the Ready Teddy deposits. We were able to close out the day by individual staff members. There are still a few tweaks we would like to see and have requested Community Pass to update those for us. We are also now holding weekly phone calls with Community Pass to review any issues. This process is time consuming, but will be worth it once completed. We are on schedule for going live with our Summer brochure!

Bee Keeping in our Parks

Brain Mathie, a bee enthusiast, is interested in partnering with us to possibly include a bee hive in one of our parks. Speaking to him, he is very knowledgeable and knows what other municipalities and districts are doing in the area. I have asked him to put a proposal together and will share it with the Board at our next meeting. I have invited him to attend too.

Memorial Park Grant

I received an e-mail from IDNR regarding our OSLAD grant. It stated that "if you don't believe your project will 100% complete by June 30, 2016 the grant will expire" and "Yes the grants are still suspended." It also stated that we can request a year extension, which I have done. I forwarded the e-mail to both Representative Welch and IAPD Legal/Legislative Counsel, Jason Anselment. Representative Welch replied that he hopes we will see changes after March 15. Jason Anselment immediately called me back, told me not to panic and to ask for the extension. IAPD is working on the issue. At this point we are still in the wait and see mode.

Taxes

Tax payments are starting to roll in. We have received over \$418,000 since our last meeting.

Contact me with any questions!

Date: February 25, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

I will be out of the office on Friday, so this is coming a day early.

Employee Evaluations

I have completed all of my evaluations and have reviewed with each employee. Staff have started working on theirs are close to being complete.

Budget

Staff have turned in their budgets. I am starting to meet with each employee individually to review their budgets. The budget will be my main focus these next couple of weeks.

Community Pass

Peggy, Nancy and I attended a three hour training session with Community Pass. We are now able to input our preschool deposits into our new system. There are still a few issues I am working on with Community Pass and then we will be able to start inputting our Summer 2016 programs. There are a few bumps, but all in all it is going fairly smoothly. This will be my other main focus these next couple of months.

Chamber of Commerce

The Chamber had its monthly member meeting on Thursday. Chief Rompa was the guest speaker discussing the happenings at the Village.

Library/Village Lunch

I will be attending our quarterly lunch meeting this afternoon with library and village staff to review the happenings at each of our organizations.

Contact me with any questions!

Date: February 19, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

SEASPAR

I attended the SEASPAR meeting on Tuesday. The largest discussion was about the policy that SEASPAR does not allow non-residents to be in their programs. We reviewed the history of why it is this way. The Board asked the staff to keep track of which municipalities' residents are inquiring about SEASPAR programs to be reviewed to see if there is any pattern.

Employee Evaluations

I have completed two of my three direct report employee's evaluations and will finish up the last one next week. Staff are working on their employees' evaluations.

Chamber of Commerce

After the elections, the Chamber will be hosting a meet your government officials breakfast. We plan on inviting our state representatives and senators, Village president, school board presidents, library president and our very own president. More information to come as we have it.

Preschool Registrations

Preschool registrations for next year seem to be going well. More detailed information to come. Also, we had 50 participants create on-line accounts to be entered into the waiving of the \$40 registration fee contest.

Contact me with any questions!

Date: February 12, 2016
To: Community Park District Board of Commissioners
From: Aleks Briedis, Executive Director
RE: Weekly report

Community Pass

I continue to work with Community Pass to make sure we are ready for our training session on February 23rd. I've also updated our registration form to include information we need or no longer need with the new software.

IPRA Leadership Academy

I participated on a panel at IPRA's Leadership Academy discussing becoming an executive director. Each person on the panel shared how they got to where they are now and gave advice to the class of what steps to take to help become a director, at the morning session. In the afternoon session, we discussed how to work with elected boards.

Railroad Parcel

Obtaining the tax deed on the railroad parcel is still moving forward. The title search we originally received was not adequate and therefore a second search was conducted. Our attorney estimates that we should have the tax deed by October 2016.

Purchasing Policies

Our attorney, Rick Tarulis, is reviewing the purchasing policies I presented at Monday's meeting. I will be bringing forward an ordinance to approve the policies at the next meeting.

Contact me with any questions!

DATE: March 7, 2016
TO: Aleks Briedis, Executive Director
FROM: Dean Carrara, Superintendent of Recreation
RE: **Monthly Report for March 14, 2016**

SENIOR CLUB

The group got together on Monday February 15th to watch the movie, A Walk in the Woods; they also enjoyed sloppy joe sandwiches from Paul's. Our next club is scheduled for Monday March 21st.

WOMEN'S VOLLEY BALL LEAGUE

Our women's volleyball league concluded their season on February 9th at Park Junior High School. Twelve teams competed in the league this past season.

DADDY DAUGHTER DATE NIGHT

The annual Daddy/Daughter date Night was held on Friday February 26th at the Recreation Center. We had over seventy five participants enjoy an evening of music, dancing and refreshments. Thanks to Nancy, Dave and Roy for making the event the success it was.

CHILDREN'S DANCE RECITAL

The Dance Express children's dance recital was on held on Saturday march 5th at the auditorium at Park Junior High School. Michele Ritacco and her staff did a fantastic job with all the dancers and over eight hundred parents, grandparents and siblings enjoyed the show.

SUMMER BROCHURE

We should be getting the first proof back from the designer this Thursday March 10th. We are on schedule to have the brochure to the printers by Monday March 14th and from there out to the residents the week of March 28th.

UPCOMING EVENTS

- Easter Egg Hunt – Saturday March 19th at Memorial Park
- Senior Club – Monday March 21st
- Men's Wiffle Ball Championship – Wednesday March 30th
- Spring Outdoor activities begin on Saturday April 9th at Hanesworth and Memorial Parks

February 1, 2016

2016 State Conference

Thursday January 28th

Exceptional Customer Service – Dealing with Angry Customers/Personalities

A great speaker and a very interactive session. We learn how to reduce stress, mistakes, anticipate problems and how to communicate with the public more effectively. It also touched on how to improve communication throughout the entire agency and how to understand our own personal style and how others may perceive us. It really was one the best sessions I've ever attended.

Friday January 29th

Bringing More Play into your Community – The Green Way

In this session we learn how to make a number of different games out of recycled materials. It was fun making them although I do think it would take a great of time and effort collecting all of the recycled supplies to make these games especially when you have close to 200 campers like I do. Annelise did enjoy the games I made though.

Helping Teens Understand the Value of Leadership

In this session we explored what exactly teen leadership means along with the current trends and ideas for success. We discussed the roles of teens and how important it is to have them clearly defined. It was fine, but getting teens to anything has always been an uphill battle for me since I've been here.

Saturday January 31st

Maggie Daley Park: Explore Next-Gen Ice for all Seasons

These project managers explained how they came up with idea of having this quarter mile ice ribbon at Maggie Daley Park. It is the largest ice in the country and there are only a total of three similar projects throughout the nation. It would be something cool to have in our community, but in no way would it be cost effective.

2015 Fall
Financial Report

			REV	EXP	BAL	CO-OP	HOST	#PART
<u>SPECIALS</u>								
Park Pursuit			cancelled			YES	LG	
Teen Costume Party			\$0.00	\$0.00	\$0.00	YES	LG	0
Halloween Party			\$0.00	\$458.86	(\$458.86)	NO	LP	300
Family Bingo Night			\$32.00	\$24.24	\$7.76	YES	LG	8
Santa Visits			\$240.00	\$79.25	\$160.75	NO	LP	12
TOTAL			\$272.00	\$562.35	(\$290.35)			320
<u>TRIPS</u>								
Sr Day at the Races			\$1,129.00	\$1,559.00	(\$430.00)	YES	LP	17
Oktoberfest & Museum			\$1,557.59	\$1,614.00	(\$56.41)	YES	LP	29
Paradise Playhouse			\$1,359.84	\$1,380.00	(\$20.16)	YES	LP	21
Fireside Theater			cancelled			YES	LP	
TOTAL			\$4,046.43	\$4,553.00	(\$506.57)			67
<u>EARLY CHILDHOOD</u>								
Irish Step Dancing			cancelled			YES	LG	
Tot Rock			\$110.00	\$86.00	\$24.00	YES	LG	2
Kid Rock			\$440.00	\$343.62	\$96.38	YES	LG	8
Pom & Cheer			\$58.00	\$30.00	\$28.00	YES	WS	1
Little Builders			\$0.00	\$0.00	\$0.00	YES	LG	0
American Girl			\$0.00	\$0.00	\$0.00	YES	WS	0
Ice Princess Social			\$97.00	\$65.50	\$31.50	YES	WS	3
Tumbling			\$228.00	\$203.75	\$24.25	YES	WS	4
Halloween Happenings			cancelled			YES	LG	
M/D Glamour Hair			\$0.00	\$0.00	\$0.00	YES	WS	
Dinosaur Dig			\$76.00	\$50.00	\$26.00	YES	LG	4
Parent & Me Holiday Reindeer			\$136.00	\$110.35	\$25.65	YES	WS	4
Beanie Baby Stockings			cancelled			YES	WS	
Santa's Little Helper			\$60.00	\$45.33	\$14.67	YES	LG	4
D/D Holiday Gift Night			\$42.00	\$26.25	\$15.75	YES	WS	1
TOTAL			\$1,247.00	\$960.80	\$286.20			31
<u>YOUTH</u>								
Chess			\$394.70	\$360.00	\$34.70	YES	LP	6
Cartoon Drawing			\$213.00	\$180.00	\$33.00	YES	LP	5
Elementary Drawing			\$213.00	\$180.00	\$33.00	YES	LP	5
Mining & Crafting			\$202.00	\$169.33	\$32.67	YES	LG	2
Transportation Timeline			\$202.00	\$169.33	\$32.67	YES	LG	2
Magic Class			\$209.00	\$139.70	\$69.30	YES	WS	9
Simply Sewing			\$0.00	\$0.00	\$0.00	YES	WS	0
Model Ship Building			\$0.00	\$0.00	\$0.00	YES	WS	0
Gingerbread House			cancelled			YES	LG	
Guitar			\$693.00	\$602.00	\$91.00	YES	LP	7
TOTAL			\$2,126.70	\$1,800.36	\$326.34			36

2015 Fall
Financial Report

			REV	EXP	BAL	CO-OP	HOST	# PART.
FITNESS								
Yoga Open			\$1,025.00	\$420.00	\$605.00	NO	LP	31
Yoga Next			\$1,740.00	\$875.00	\$865.00	NO	LP	57
Basic Yoga			\$1,640.00	\$468.00	\$1,172.00	NO	LP	56
Yoga Fitness			\$860.00	\$468.00	\$392.00	NO	LP	26
Basic Yoga w/Weights			cancelled			NO	LP	
Zumba AM			\$534.00	\$360.00	\$174.00	NO	LP	18
Zumba PM			\$760.00	\$360.00	\$400.00	NO	LP	25
Yoga			\$513.00	\$315.00	\$198.00	YES	LG	9
Gentle Yoga			\$342.00	\$144.71	\$197.29	YES	LG	6
Toned & Strong			\$689.00	\$430.00	\$259.00	YES	LG	13
Step Variety			\$106.00	\$112.00	(\$6.00)	YES	LG	2
Body Sculpting			\$0.00	\$0.00	\$0.00	YES	WS	0
TOTAL			\$8,209.00	\$3,952.71	\$4,256.29			243
ADULT								
Senior Club			\$279.00	\$598.33	(\$319.33)	NO	LP	70
CPR			\$180.00	\$150.00	\$30.00	NO	LP	6
Senior Halloween Party			\$0.00	\$0.00	\$0.00	YES	LG	0
Wedding/Social Dance			cancelled			YES	LP	
Ballroom/Latin Dance			cancelled			YES	LP	
Cooking Healthy			cancelled			YES	WS	
Supper Club			cancelled			YES	WS	
Holiday Crafting			cancelled			YES	LG	
Dog Obedience			\$900.98	\$540.00	\$360.98	YES	LP	9
TOTAL			\$1,359.98	\$1,288.33	\$71.65			85
SPORTS								
Karate			\$1,319.50	\$945.00	\$374.50	NO	LP	15
Men's Open Gym 16-34			cancelled			YES	LP	
Co-Rec Volleyball			\$704.55	\$489.75	\$214.80	YES	LP	27
Men's Wiffle Ball League			cancelled			NO	LP	
Table Tennis			\$354.00	\$162.00	\$192.00	NO	LP	9
Track & Field			\$1,099.83	\$1,040.50	\$59.33	YES	LP	17
Tennis			\$565.00	\$348.37	\$216.63	NO	LP	19
KF Flag Football			\$410.00	\$375.00	\$35.00	YES	LP	5
Girls Softball			\$735.80	\$675.00	\$60.80	YES	LP	9
Flag Football Games Only			\$686.13	\$588.00	\$98.13	YES	LP	12
LTSC Soccer			\$1,996.62	\$1,653.75	\$342.87	YES	LP	52
Baseball			\$1,327.20	\$1,273.25	\$53.95	YES	LP	20
Cheerleading			\$326.25	\$313.75	\$12.50	YES	LP	5
Badminton			\$203.18	\$195.75	\$7.43	YES	LP	3
Basketball			\$1,369.80	\$1,332.75	\$37.05	YES	LP	21
Nerf Football			\$506.30	\$457.50	\$48.80	YES	LP	12
T-Ball & Soccer			\$850.62	\$756.25	\$94.37	YES	LP	20
Flag Football			\$618.94	\$546.25	\$72.69	YES	LP	14
Volleyball			\$552.98	\$511.75	\$41.23	YES	LP	13

2015 Fall
Financial Report

Junior Golf		\$300.00	\$217.22	\$82.78	YES	LG	5
Archery		\$246.00	\$174.09	\$71.91	YES	LG	4
Fly Fishing		cancelled			YES	WS	
Bulls/Sox Holiday Camps		\$0.00	\$0.00	\$0.00	YES	LG	0
Sports Cont.		REV	EXP	BAL	CO-OP	HOST	# PART.
White Sox Pitching		\$95.00	\$74.58	\$20.42	YES	LG	1
White Sox Hitting		\$95.00	\$76.25	\$18.75	YES	LG	1
TOTAL		\$14,362.70	\$12,206.76	\$2,155.94			284
<u>SUMMARY</u>		REVENUE	EXPENSES	BALANCE	YEAR		#PART
SPECIALS		\$272.00	\$562.35	(\$290.35)			320
TRIPS		\$4,046.43	\$4,553.00	(\$506.57)			67
EARLY CHILDHOOD		\$1,247.00	\$960.80	\$286.20			31
YOUTH		\$2,126.70	\$1,800.36	\$326.34			36
FITNESS		\$8,209.00	\$3,952.71	\$4,256.29			243
ADULT		\$1,359.98	\$1,288.33	\$71.65			85
SPORTS		\$14,362.70	\$12,206.76	\$2,155.94			284
GRAND TOTAL		\$31,623.81	\$25,324.31	\$6,299.50			1066
		\$40,655.23	\$31,908.79	\$8,746.44	2014		1175
		\$41,512.16	\$31,031.65	\$10,480.51	2013		1307
		\$37,027.13	\$26,475.26	\$10,551.87	2012		1173
		\$34,974.79	\$26,212.13	\$8,762.66	2011		1258
		\$43,716.55	\$33,842.75	\$9,873.80	2010		1398
		\$34,668.52	\$25,160.44	\$9,508.08	2009		1191
		\$39,144.23	\$27,103.85	\$12,040.38	2008		1339
		\$48,395.93	\$37,391.84	\$11,004.09	2007		1407
		\$33,407.31	\$23,977.48	\$9,429.83	2006		1318
		\$35,935.52	\$28,425.29	\$7,509.23	2005		1536
		\$30,009.92	\$22,456.81	\$7,553.11	2004		1463
		\$23,927.44	\$20,238.30	\$3,689.14	2003		1251
		\$21,625.29	\$18,231.17	\$3,394.12	2002		1219
		\$16,164.72	\$15,293.33	\$871.39	2001		724
		\$24,568.79	\$20,675.70	\$3,893.09	2000		1411
		\$24,379.47	\$20,694.73	\$3,684.74	1999		1551
		\$19,948.67	\$17,847.49	\$2,101.18	1998		1744
		\$31,645.50	\$23,258.36	\$8,187.14	1997		2252
		\$25,366.02	\$19,582.97	\$5,783.05	1996		
		\$18,323.49	\$14,912.78	\$3,410.71	1995		
		\$20,595.18	\$16,915.12	\$3,680.06	1994		
		\$23,566.61	\$19,447.03	\$4,119.58	1993		

2015 Fall
Financial Report

PROGRAM	Number of Participants for the following years							
		<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Halloween Party		300	300	300	250	300	300	250
Santa Visits		12	12	10	12	11	12	12
Sept Trip		17	20	45	30	33	39	cancel
Oct Trip		29	24	53	43	23	21	24
Nov Trip		21	24	54	19	26	31	29
Christmas Trip		0	16	50	52	32	89	38
Chess		6	6	16	16	24	12	19
Cartoon/Elementary		10	15	11	6	5	17	14
Yoga		185	182	190	100	107	101	50
Zumba		43	50	60	58	51	NA	26
Latin Dance		0	5	0	0	10	7	7
Ballroom Dance		0	0	12	14	10	7	8
CPR		6	11	8	13	9	8	12
Senior Club		70	64	75	95	97	99	109
Dog Obedience		9	12	15	17	18	16	18
Badminton		3	13	12	4	5	7	11
Karate		15	12	13	23	21	14	12
Co-ed Volleyball		27	19	14	23	32	21	0
Table Tennis		9	9	8	9	5	10	7
Nerf Football		12	24	8	15	5	25	20
Flag Football		14	7	0	8	0	15	19
Track & Field		17	34	18	24	13	0	15
Basketball		21	15	22	9	17	14	30
Baseball		20	13	14	19	10	21	11
Youth Tennis		19	19	19	19	19	17	NA
Flag Football League		17	27	17	8	9	25	NA

Fall Financial Report - Darla - 2015										
				Rev.		Expenses		Bal.	Part.	Co-op?
Special Events										
Fireside				\$ 80.00		\$ 58.00		\$ 22.00	35	Yes
Dr.Phelan				\$ 99.00		\$ 310.00		\$ (211.00)	47	Yes
Total				\$ 179.00		\$ 368.00		\$ (189.00)		
Early Childhood										
Little Chefs(3classes)				\$ 1,126.00		\$ 687.00		\$ 439.00	26	no
Little Chefs(3classes)				\$ 1,043.00		\$ 649.00		\$ 394.00	24	no
Angie'sMusic				\$ 1,487.00		\$ 1,041.00		\$ 446.00	23	no
Baby Tunes				cancelled						no
RocketR.(4 sessions)				\$ 1,039.00		\$ 384.00		\$ 655.00	28	no
MickeyM.	(4sessions)			\$ 927.00		\$ 424.00		\$ 503.00	25	no
KiddieHi5(3classes)				\$ 1,250.00		\$ 720.00		\$ 530.00	25	no
CreativeArt(3classes)				\$ 489.00		\$ 376.00		\$ 113.00	14	no
CreativeArt(3classes)				\$ 532.00		\$ 276.00		\$ 256.00	15	no
Total				\$ 7,893.00		\$ 4,557.00		\$ 3,336.00		
Youth										
Child. Spanish				cancelled						
Kids Hi 5				cancelled						
Adult										
Ad.Bg.Spanish				\$ 384.00		\$ 369.00		\$ 15.00	9	yes
Int.Ad.Spanish				cancelled						
Total				\$ 384.00		\$ 369.00		\$ 15.00		
TOTALS				\$ 8,456.00		\$ 5,294.00		\$ 3,162.00	271	

Fall 2015 - Dave							
Theatre		Revenue	Supplies	Salary	Profit	Part	
**Mystery Theatre		\$ 502.00	-	\$ 333.75	\$ 168.25	11	
Rudolph Ringers		\$ 507.90	\$ 22.95	\$ 138.00	\$ 346.95	16	
Oh Say Can You Sing		\$ 195.00	-	\$ 110.00	\$ 85.00	5	
Totals		\$ 1,204.90	\$ 22.95	\$ 581.75	\$ 600.20	16	

PROGRAM ANALYSIS

FALL 2015

			#/% Programs		#Participants		#Cancelled Programs			Income			
			(total programs)	(Dean)	(Darla)	(Dave)	(Dean)	(Darla)	(LG/WS)	(Dean)	(Darla)	(Dave)	
Trips			4	4.10%	0	67	0	0	1	0		\$4,046.43	
Special Events			7	7.2%	320	82	0	0	0	1	\$272.00	\$179.00	
Early Childhood			22	22.7%	31	180	0	0	0	3	\$1,247.00	\$7,893.00	
Youth			12	12.4%	36	0	0	0	2	1	\$2,126.70		
*Theater		4	4.1%	0	0	32	0	0	0	0			\$1,204.90
Fitness		12	12.40%	243	0	0	0	0	0	0	\$8,209.00		
Adult		11	11.3%	85	9	0	2	1	3		\$1,359.98	\$384.00	
Sports			25	25.8%	284	0	0	2	0	1	\$14,362.70		
Totals			97	100%	999	338	32	4	4	9	\$27,577.38	\$12,502.43	\$ 1,204.90

Grand Total		1369 total part.		17 total cancellations (17.5%)		\$41,284.71	
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NOTES

1. * This report does NOT reflect the success of Shrek (Dave will have a separate report for the play)
2. Our highest participation came from Special Events (402) and Sports (284)
3. Of the 97 programs offered, 74 (76%) were co-op and 34 (46%) were administered by LP
4. Below is a breakdown for each category and how they compared to 2014
 - a. Trips down 17 participants and revenue down \$3,100
 - b. Special Events - up 90 participants and up \$200 in revenue
 - c. Early Childhood - up 4 participants and up \$500
 - d. Youth - up 3 participants and up \$500
 - e. Theater - see #1
 - f. Fitness - down 55 participants and down \$4,000 in revenue
 - g. Adult - down 21 participants and down \$500 in rev
 - h. Sports - down 20 participants and \$1,500 in rev

To: Aleks Briedis
From: Recreation Supervisor-Darla Goudeau

Subject: March 2016 Board Report

PRESCHOOL

Pre-registrations for Fall 2016 Preschool currently total 154. This is where we normally are at this time of year. I am recommending that we again pursue summer marketing by taking advantage of the Pet Parade, the 4th of July parade and a summer concert.

The annual Science Fair/Open House is scheduled for March 16th. Dave is handling publicity for this event.

I am trying something new this summer by offering summer school for Pre K students going into kindergarten.

SUMMER CONCERTS

I have sent out 50 letters soliciting sponsors and an additional 40 emails. Also wrote to the 26 new leads supplied by Karen Boyd. I am now doing follow up phone calls. There are 5 sponsors committed as of this writing. Please forward any possibilities to me and I will follow up.

BUDGET

I have completed my first budget draft and forwarded to Aleks.

RENTAL SUMMARY

Please see the attached Building Rental Summary.

SUMMER PROGRAMS

I have sent out contracts offering summer positions to those employees who worked last summer.

TRIPS

15 people signed up for the Apple Holler trip but it wasn't enough to pay for the trip so I had to cancel. Next trip is scheduled for May.

Building Rental Analysis—Darla Goudeau

May 2015 – February 2016

Number of weeks: 41

Number of rentals during the 41 weeks: 54

Revenue collected:	\$20,156.00
Program costs:	
Salary supervisors	5,370.00
Liquor licenses	1,850.00
Supplies	143.00
Administrative hrs.	1,530.00 (approx.. 102 hrs. @ \$15.00/hr)
Building operating + Depreciation	1,092.00` (approx.. 200 hrs. @\$5.46/hr)
Total costs	\$9,985.00
Program gain:	\$10,171.00

Notes:

Months with most bookings during this time period: June and January.

29 potential rental days are given to theater rehearsals or auditions.

Approx. 4 “freebies”/year are given. 3 to Little League and 1 to Holiday Walk.

Date: March 10, 2016
To: Aleks Briedis
From: Dave Romito
RE: Marketing Report/Performing Arts

The following marketing processes have been completed in February, 2016. Media outlets include: TribLocal & www.chicagotribune.com, Suburban Life, The Doings & www.pioneerlocal.suntimes.com, Suburban Focus, Patch, E-Brief's, School District 102's website, Rose Clippings, and Facebook.

- Weekly promotions of programs, events, and updated pictures on Facebook. We currently have **573 Likes (14 more than last month)**.
 - Promotion for special events/Trips: Grease, Ready Teddy Open House & Science Fair, Apple Holler Trip, Daddy Daughter Date Night, Easter Egg Hunt,
- Articles written and/or submitted to media outlets regarding:
 - Ready Teddy Open House
 - Daddy Daughter Date Night
 - Cheerleading
 - Badminton
 - Co-Rec Volleyball
 - Easter Egg Hunt
 - Yoga Fusion
 - Yoga Open
 - Yoga Next
 - Basic Yoga
 - Zumba
- The "Glee" class gave their performance on February 21 at the Recreation Center. The show was well received with about 75 people in the audience. I received the following email the next day:

Hi Dave and Dee,
I wanted to let you know that we were so genuinely pleased and impressed with the girls Glee performance last night. You are really good at what you do and it shows. It was a great experience for Carolina and we are so glad we did it. Thank you for providing such a great service to our community. Your talent and hard work does not go unnoticed!
Thanks,

Courtney and Dan Deuter

- The Shrek survey is complete and is on the Z drive.
- Easter Egg Hunt fliers were created and put up around the building.
- The summer brochure is almost complete and will be sent to the printer the week of March 14.
- Daddy Daughter Date Night "table fliers" were designed and created for the event.
- Photographed all Daddy Daughter Date Night couples, printed pictures, and passed out to participants at the end of the event. The night was a great success.
- Updated and maintained all programs, events, and requests on La Grange Rd. lighted sign.

- Pictures continue to be taken, uploaded, and maintained of all programs and events through the Park District.
- Bulletin board outside of Resource Room continues to be updated with all of our press clippings and community news.

To: Aleks Briedis

From: Peggy Ronovsky
Office Manager

Ref: Board Report March 2016

- Monthly financial work was completed. Payroll was processed for February and payables were processed for the March meeting.
- Daily registrations and daily computer entries were completed. Bank deposits were processed as needed.
- Monthly deposits were processed; Ready Teddy Preschool tuition and flex scheduling fees, program registrations.
- Training for our online registration software is going ok. Slow but we hope steady in the next few weeks. We were able to input all the fall registration forms for Ready Teddy Preschool Fall 2016. Family information was also inputted. Ready Teddy Preschool registration fee of \$40.00 was also inputted into the system. That exercise went rather smoothly. We are currently learning and doing trial and error for inputting of all information necessary to complete a ready and readable brochure and program choice menu for our Summer Brochure 2016 offering.
- My staff finished the first draft of the Summer 2016 Brochure and it was turned over to our design team. Waiting on the first proof. Information is still being gathered for online registration procedure and other necessary pages/forms.
- Budget worksheets were turned in for OFF. Assisting this process where necessary and asked.

Date: March 8, 2016

To: Aleks Briedis, Executive Director

From: Megan Jadron, Safety Coordinator

March Board Report 2016



Inspections:

All playgrounds are being inspected on a regular basis. All playgrounds are in good condition and ready for the spring season.

Building inspections have been conducted for the month of February. Fire Extinguishers and AED has been checked as well. Inspections for March will be conducted in the next two weeks.

Other:

As an ongoing process, I am checking certificates of insurance for any independent contractors that we use for various jobs throughout the district.

I have taken inventory of all first aid supplies and replenished all necessary items for preschool classrooms and spring programs.

I am researching new spring safety programs and seminars for our staff to attend.

I plan to meet with Jesse from PDRMA in April to start testing for the hearing conservation program as well as playground audits.

I plan to conduct annual road checks for those employees who drive our vehicles at the end of this month.

I am also replenishing first aid kits and vehicle accident packets for all park vehicles.

The annual certificates of insurance through PDRMA for 2016 are now available. I have sent out all certificates of insurance to those annual renewals.

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

CORPORATE FUND

	Current Month Actual	Year to Date Actual	Budget	YTD Percentage	Prev YTD	Prev % Budget
Revenues						
Corporate Fund Taxes	\$ 0.00	\$ 207,943.33	\$ 506,340.00	41.07	\$ 270,725.38	60.25
Replacement Taxes	0.00	13,200.81	15,000.00	88.01	12,212.45	84.22
Interest Earned-Corp.	8.52	333.37	400.00	83.34	421.91	84.38
Other Income - Corpor	2,170.00	4,854.18	2,000.00	242.71	1,726.85	115.12
	<u>2,178.52</u>	<u>226,331.69</u>	<u>523,740.00</u>		<u>285,086.59</u>	
Total Revenues	2,178.52	226,331.69	523,740.00	43.21	285,086.59	61.20
Expenses						
Full Time Wages-Adm	16,381.04	175,942.51	213,554.00	82.39	204,027.29	92.61
Part Time Wages	2,543.85	47,771.31	51,425.00	92.90	48,675.50	92.72
Wages - Program Lead	12.00	135.00	0.00	0.00	0.00	0.00
Legal Publications	0.00	599.40	1,100.00	54.49	889.76	139.03
Postage Stamps	0.00	1,399.32	2,000.00	69.97	2,097.52	104.88
Public Relations	0.00	217.73	1,500.00	14.52	926.36	54.49
Telephones	1,223.25	5,932.08	7,344.00	80.77	5,716.14	80.40
Association Dues	600.00	5,976.86	5,400.00	110.68	4,557.86	89.37
Professional Developm	163.01	3,877.50	4,390.00	88.33	2,095.86	76.21
Subscriptions	0.00	663.00	950.00	69.79	253.25	50.65
Mileage Reimburseme	250.00	2,500.00	3,000.00	83.33	0.00	0.00
Park Board Expense	60.00	1,392.71	5,200.00	26.78	8,926.67	124.85
Computer Services	645.00	5,262.10	8,300.00	63.40	6,461.59	106.80
Security Services	0.00	8,705.19	12,750.00	68.28	6,465.19	96.78
Health Insurance Admi	12,268.80	39,057.23	53,063.85	73.60	46,033.81	67.76
Professional Services	1,612.50	12,460.94	16,000.00	77.88	10,611.85	68.02
Office Machine Contra	1,426.24	13,108.54	7,175.00	182.70	5,030.82	77.40
Refuse Disposals	439.90	4,234.74	4,500.00	94.11	3,477.63	82.80
Portable Toilets	0.00	5,235.00	4,020.00	130.22	3,873.75	112.28
Trade Services	8,300.00	27,811.58	29,200.00	95.25	23,044.71	93.11
Utilites - Natural Gas	197.48	747.33	2,600.00	28.74	1,339.09	72.38
Utilities - Electricity	721.05	6,414.31	14,600.00	43.93	9,238.21	66.65
Utilities - Water	0.00	0.00	1,000.00	0.00	0.00	0.00
Bank Fees	33.40	312.20	500.00	62.44	384.92	96.23
Supplies	1,047.36	31,124.61	28,500.00	109.21	19,983.79	69.39
Equipment	0.00	1,726.40	5,200.00	33.20	3,004.84	63.93
Repair Parts	178.63	1,056.56	5,500.00	19.21	2,909.28	47.69
Awards & Remembran	0.00	0.00	450.00	0.00	51.23	10.25
Staff Uniforms	0.00	2,255.50	2,100.00	107.40	311.97	14.86
Separation Pay	5,831.55	5,831.55	64,255.87	9.08	0.00	0.00
Other Expenses	0.00	285.80	2,100.00	13.61	715.82	286.33
	<u>53,935.06</u>	<u>412,037.00</u>	<u>557,677.72</u>		<u>421,104.71</u>	
Total Expenses	53,935.06	412,037.00	557,677.72	73.88	421,104.71	85.33
Net Income	\$ (51,756.54)	\$ (185,705.31)	\$ (33,937.72)	547.19	\$ (136,018.12)	491.20

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
RECREATION FUND

	Current Month	Year to Date Actual	Budget	Year to Date	Previous YTD	Prev % Budget
Revenues						
Recreation Fund T	\$ 0.00	\$ 14,119.8	\$ 32,788.0	43.06	\$ 70,318.2	67.38
Interest Earned - R	65.88	211.16	10.00	2,111.6	68.59	97.99
Programs Fees - G	45,215.2	444,574.	549,500.	80.91	452,664.	92.83
Donations & Spon	0.00	6,516.00	7,000.00	93.09	0.00	0.00
Other Income - Re	0.00	390.00	100.00	390.00	0.00	0.00
	<u>45,281.1</u>	<u>465,811.</u>	<u>589,398.</u>		<u>523,051.</u>	
Total Revenues	45,281.1	465,811.	589,398.	79.03	523,051.	87.58
Expenses						
Full Time Wages-	7,127.19	166,589.	196,741.	84.67	131,299.	80.18
Part Time Wages-	9,733.95	72,601.4	84,112.0	86.32	12,378.3	101.38
Wages - Rental Su	0.00	0.00	0.00	0.00	255.00	0.00
Wages - Program	8,706.89	59,415.4	89,788.0	66.17	129,763.	86.37
Program Marketin	0.00	1,653.18	2,300.00	71.88	351.34	16.42
Telephones	133.84	1,035.70	1,270.00	81.55	990.72	81.88
Association Dues	269.00	782.00	488.00	160.25	334.00	83.50
Professional Devel	0.00	1,723.10	3,000.00	57.44	747.33	53.38
Mileage	0.00	361.55	400.00	90.39	654.48	137.79
Security Services	1,304.58	5,204.87	5,600.00	92.94	5,164.53	99.32
Health Insurance R	12,488.6	36,762.9	50,930.8	72.18	32,776.1	73.12
Refuse Disposals	282.89	2,910.33	3,600.00	80.84	2,893.31	80.82
Trade Services	472.50	5,181.50	4,500.00	115.14	2,058.50	51.46
Utilites - Natural	361.33	1,131.85	3,300.00	34.30	1,744.36	54.51
Utilities - Electrici	1,314.50	11,244.1	12,200.0	92.16	9,473.08	86.12
Utilities - Water	0.00	671.73	1,200.00	55.98	646.93	46.71
Program Contractu	8,290.56	91,221.4	124,335.	73.37	96,361.2	78.28
Credit Card Fees	567.42	5,389.02	5,465.00	98.61	5,023.21	0.00
Brochure Printing	0.00	15,630.4	15,820.0	98.80	14,805.5	92.53
Co-op Fees	3,007.25	13,114.0	15,100.0	86.85	11,783.4	83.28
Bank Fees	20.70	430.10	0.00	0.00	542.15	0.00
Supplies	6,138.49	50,676.5	40,800.0	124.21	35,107.3	104.15
Equipment	82.71	1,709.43	5,300.00	32.25	4,794.20	155.40
Repair Parts	0.00	8,700.00	1,000.00	870.00	1,025.80	136.77
Other Expenses	207.00	1,493.51	230.00	649.35	178.92	31.39
	<u>60,509.4</u>	<u>555,634.</u>	<u>667,479.</u>		<u>501,152.</u>	
Total Expenses	60,509.4	555,634.	667,479.	83.24	501,152.	84.02
Net Income	\$ (15,228.3)	\$ (89,822.9)	\$ (78,081.8)	115.04	\$ 21,898.7	2,939.4

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
ILLINOIS MUNICIPAL RETIREMENT FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-IMRF	\$ 0.00	\$ 41,921.51	\$ 103,047.00	40.68	\$ 33,401.17	48.03
Interest IMRF	6.33	18.15	1.00	1,815.00	(0.40)	(40.00)
	<u>6.33</u>	<u>18.15</u>	<u>1.00</u>		<u>(0.40)</u>	
Total Revenues	<u>6.33</u>	<u>41,939.66</u>	<u>103,048.00</u>	40.70	<u>33,400.77</u>	48.03
Expenses						
IMRF Contribution	<u>3,760.58</u>	<u>41,394.06</u>	<u>51,594.98</u>	80.23	<u>43,697.09</u>	78.68
Total Expenses	<u>3,760.58</u>	<u>41,394.06</u>	<u>51,594.98</u>	80.23	<u>43,697.09</u>	78.68
Net Income	\$ <u>(3,754.25)</u>	\$ <u>545.60</u>	\$ <u>51,453.02</u>	1.06	\$ <u>(10,296.32)</u>	(73.51)

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
SOCIAL SECURITY FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes FICA	\$ 0.00	\$ 23,149.82	\$ 56,208.00	41.19	\$ 28,127.30	59.33
Interest-FICA	<u>(1.19)</u>	<u>1.15</u>	<u>1.00</u>	115.00	<u>1.05</u>	52.50
Total Revenues	<u>(1.19)</u>	<u>23,150.97</u>	<u>56,209.00</u>	41.19	<u>28,128.35</u>	59.33
Expenses						
FICA-Employer Contri	<u>3,929.60</u>	<u>41,172.39</u>	<u>49,543.57</u>	83.10	<u>41,379.48</u>	86.16
Total Expenses	<u>3,929.60</u>	<u>41,172.39</u>	<u>49,543.57</u>	83.10	<u>41,379.48</u>	86.16
Net Income	\$ <u><u>(3,930.79)</u></u>	\$ <u><u>(18,021.42)</u></u>	\$ <u><u>6,665.43</u></u>	(270.37)	\$ <u><u>(13,251.13)</u></u>	2,161.69

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

AUDIT FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes Audit	\$ 0.00	\$ 3,696.50	\$ 8,993.00	41.10	\$ 4,687.90	59.34
Interest Audit	0.35	1.49	1.00	149.00	0.13	13.00
	<u>0.35</u>	<u>1.49</u>	<u>1.00</u>		<u>0.13</u>	
Total Revenues	<u>0.35</u>	<u>3,697.99</u>	<u>8,994.00</u>	41.12	<u>4,688.03</u>	59.33
Expenses						
Professional Service-A	0.00	7,950.00	7,725.00	102.91	7,725.00	100.00
	<u>0.00</u>	<u>7,950.00</u>	<u>7,725.00</u>		<u>7,725.00</u>	
Total Expenses	<u>0.00</u>	<u>7,950.00</u>	<u>7,725.00</u>	102.91	<u>7,725.00</u>	100.00
Net Income	\$ <u>0.35</u>	\$ <u>(4,252.01)</u>	\$ <u>1,269.00</u>	(335.07)	\$ <u>(3,036.97)</u>	(1,725.55)

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

LIABILITY INSURANCE FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-PDRM	\$ 0.00	\$ 17,775.10	\$ 43,280.00	41.07	\$ 23,439.44	59.33
Interest-PDRMA	(1.82)	0.70	1.00	70.00	0.83	8.30
	<u>(1.82)</u>	<u>17,775.80</u>	<u>43,281.00</u>	41.07	<u>23,440.27</u>	59.31
Total Revenues	<u>(1.82)</u>	<u>17,775.80</u>	<u>43,281.00</u>	41.07	<u>23,440.27</u>	59.31
Expenses						
PDRMA Workshops	0.00	0.00	325.00	0.00	30.00	9.23
Professional Services,	0.00	5,413.59	6,695.00	80.86	11,379.19	210.73
Trade Services	0.00	0.00	1,000.00	0.00	993.00	39.72
Security Reference Ch	0.00	129.50	0.00	0.00	0.00	0.00
PDRMA Premium	0.00	24,425.28	23,000.00	106.20	22,772.16	96.90
Safety Supplies	62.65	786.99	1,500.00	52.47	810.22	81.02
	<u>62.65</u>	<u>30,755.36</u>	<u>32,520.00</u>	94.57	<u>35,984.57</u>	109.13
Total Expenses	<u>62.65</u>	<u>30,755.36</u>	<u>32,520.00</u>	94.57	<u>35,984.57</u>	109.13
Net Income	\$ <u>(64.47)</u>	\$ <u>(12,979.56)</u>	\$ <u>10,761.00</u>	(120.62)	\$ <u>(12,544.30)</u>	(191.66)

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
SEASPAR

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-SEAS	\$ 0.00	\$ 13,176.16	\$ 26,043.00	50.59	\$ 52,738.71	56.56
Interest-SEASPAR	14.78	44.53	20.00	222.65	12.12	60.60
	<u>14.78</u>	<u>44.53</u>	<u>20.00</u>		<u>12.12</u>	
Total Revenues	<u>14.78</u>	<u>13,220.69</u>	<u>26,063.00</u>	50.73	<u>52,750.83</u>	56.56
Expenses						
Full Time Wages-Boar	826.58	8,772.38	10,758.34	81.54	12,633.56	105.92
ADA Portable Restroo	0.00	0.00	4,000.00	0.00	0.00	0.00
ADA Assesibility	0.00	0.00	40,000.00	0.00	0.00	0.00
Special Rec-Instrutors	0.00	815.18	5,000.00	16.30	1,535.40	118.11
SEASPAR Contributio	0.00	28,735.50	60,805.00	47.26	60,840.00	100.00
Other Expense-Seaspar	0.00	0.00	0.00	0.00	20.00	0.00
	<u>826.58</u>	<u>38,323.06</u>	<u>120,563.34</u>	31.79	<u>75,028.96</u>	65.78
Total Expenses	<u>826.58</u>	<u>38,323.06</u>	<u>120,563.34</u>	31.79	<u>75,028.96</u>	65.78
Net Income	\$ (811.80)	\$ (25,102.37)	\$ (94,500.34)	26.56	\$ (22,278.13)	107.12
	<u>(811.80)</u>	<u>(25,102.37)</u>	<u>(94,500.34)</u>		<u>(22,278.13)</u>	

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

BOND & INTEREST FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Property Taxes-Bond&	\$ 0.00	\$ 113,529.07	\$ 243,300.00	46.66	\$ 142,277.31	58.48
Interest- Bond&Interes	19.69	88.46	25.00	353.84	19.65	0.00
	<u>19.69</u>	<u>88.46</u>	<u>25.00</u>		<u>19.65</u>	
Total Revenues	<u>19.69</u>	<u>113,617.53</u>	<u>243,325.00</u>	46.69	<u>142,296.96</u>	58.49
Expenses						
Bonds & Interest-Profe	250.00	500.00	250.00	200.00	250.00	83.33
Bond Principal	0.00	170,000.00	170,000.00	100.00	165,250.00	100.15
Bond Interest	0.00	72,850.00	72,850.00	100.00	77,800.00	99.74
	<u>0.00</u>	<u>72,850.00</u>	<u>72,850.00</u>		<u>77,800.00</u>	
Total Expenses	<u>250.00</u>	<u>243,350.00</u>	<u>243,100.00</u>	100.10	<u>243,300.00</u>	100.00
Net Income	\$ <u>(230.31)</u>	\$ <u>(129,732.47)</u>	\$ <u>225.00</u>	(57,658.8	\$ <u>(101,003.04)</u>	0.00

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
CAPITAL PROJECT FUND #10

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned-Fund#	\$ 96.18	\$ 386.61	\$ 250.00	154.64	\$ 217.75	43.55
Fund Transfer In	0.00	0.00	39,000.00	0.00	0.00	0.00
Donation & Grants-#1	0.00	0.00	493,214.00	0.00	4,314.00	1.07
Veterans Memorial Fu	0.00	0.00	0.00	0.00	10,592.00	1,059.20
	<u>96.18</u>	<u>386.61</u>	<u>532,464.00</u>	<u>0.07</u>	<u>15,123.75</u>	<u>2.85</u>
Total Revenues	<u>96.18</u>	<u>386.61</u>	<u>532,464.00</u>	<u>0.07</u>	<u>15,123.75</u>	<u>2.85</u>
Expenses						
Wages-Part Tme-Cap	0.00	0.00	0.00	0.00	2,231.10	446.22
Professional Services	0.00	2,692.00	50,500.00	5.33	74,439.59	86.98
Trade Services- Cap Pr	0.00	8,558.10	1,001,783.0	0.85	119,619.49	13.13
Supplies-Cap Proj	0.00	0.00	0.00	0.00	34,329.81	163.48
Equipment-Cap Projec	0.00	4,026.51	3,000.00	134.22	31,370.87	86.66
Capital Account - Lan	0.00	0.00	0.00	0.00	1,518.13	43.38
	<u>0.00</u>	<u>15,276.61</u>	<u>1,055,283.0</u>	<u>1.45</u>	<u>263,508.99</u>	<u>24.91</u>
Total Expenses	<u>0.00</u>	<u>15,276.61</u>	<u>1,055,283.0</u>	<u>1.45</u>	<u>263,508.99</u>	<u>24.91</u>
Net Income	\$ <u>96.18</u>	\$ <u>(14,890.00)</u>	\$ <u>(522,819.00)</u>	2.85	\$ <u>(248,385.24)</u>	47.11

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016
MEMORIAL FUND

	Current Month Actual	Year to Date Actual	Budget	Year to Dat Percentage	Previous YTD	Prev % Budget
Revenues						
Interest Earned- Fund	\$ 0.71	\$ 1.50	\$ 1.00	150.00	\$ 0.00	0.00
VMF Donations	<u>1,010.00</u>	<u>9,228.00</u>	<u>2,000.00</u>	461.40	<u>0.00</u>	0.00
Total Revenues	<u>1,010.71</u>	<u>9,229.50</u>	<u>2,001.00</u>	461.24	<u>0.00</u>	0.00
Expenses						
Wages-Part Tme-Mem	203.68	975.92	700.00	139.42	0.00	0.00
Supplies-Memorial Pro	<u>1,677.65</u>	<u>5,245.57</u>	<u>1,000.00</u>	524.56	<u>0.00</u>	0.00
Total Expenses	<u>1,881.33</u>	<u>6,221.49</u>	<u>1,700.00</u>	365.97	<u>0.00</u>	0.00
Net Income	\$ <u><u>(870.62)</u></u>	\$ <u><u>3,008.01</u></u>	\$ <u><u>301.00</u></u>	999.34	\$ <u><u>0.00</u></u>	0.00

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

		Current Month Actual	Year to Date Actual	Budget	%	Prev % Budget
Revenues						
01-401	Corporate Fund Taxes	\$ 0.00	\$ 207,943.33	\$ 506,340.00	41.07	60.25
01-402	Replacement Taxes	0.00	13,200.81	15,000.00	88.01	84.22
01-403	Interest Earned-Corp. Fun	8.52	333.37	400.00	83.34	84.38
01-490	Other Income - Corporate	2,170.00	4,854.18	2,000.00	242.71	115.12
02-401	Recreation Fund Taxes	0.00	14,119.80	32,788.00	43.06	67.38
02-403	Interest Earned - Rec. Fu	65.88	211.16	10.00	2,111.6	97.99
02-405	Programs Fees - General	45,215.25	444,574.12	549,500.00	80.91	92.83
02-408	Donations & Sponsorship	0.00	6,516.00	7,000.00	93.09	0.00
02-490	Other Income - Recreatio	0.00	390.00	100.00	390.00	0.00
03-401	Property Taxes-IMRF	0.00	41,921.51	103,047.00	40.68	48.03
03-403	Interest IMRF	6.33	18.15	1.00	1,815.0	(40.00)
04-401	Property Taxes FICA	0.00	23,149.82	56,208.00	41.19	59.33
04-403	Interest-FICA	(1.19)	1.15	1.00	115.00	52.50
05-401	Property Taxes Audit	0.00	3,696.50	8,993.00	41.10	59.34
05-403	Interest Audit	0.35	1.49	1.00	149.00	13.00
06-401	Property Taxes-PDRMA	0.00	17,775.10	43,280.00	41.07	59.33
06-403	Interest-PDRMA	(1.82)	0.70	1.00	70.00	8.30
08-401	Property Taxes-SEASPA	0.00	13,176.16	26,043.00	50.59	56.56
08-403	Interest-SEASPAR	14.78	44.53	20.00	222.65	60.60
09-401	Property Taxes-Bond& In	0.00	113,529.07	243,300.00	46.66	58.48
09-403	Interest- Bond&Interest	19.69	88.46	25.00	353.84	0.00
10-403	Interest Earned-Fund#10	96.18	386.61	250.00	154.64	43.55
10-407	Fund Transfer In	0.00	0.00	39,000.00	0.00	0.00
10-408	Donation & Grants-#10	0.00	0.00	493,214.00	0.00	1.07
10-409	Veterans Memorial Fund	0.00	0.00	0.00	0.00	1,059.20
11-403	Interest Earned- Fund #11	0.71	1.50	1.00	150.00	0.00
11-408	VMF Donations	1,010.00	9,228.00	2,000.00	461.40	0.00
	Total Revenues	<u>48,604.68</u>	<u>915,161.52</u>	<u>2,128,523.00</u>	43.00	52.89
Expenses						
01-501	Full Time Wages-Admin	16,381.04	175,942.51	213,554.00	82.39	92.61
01-505	Part Time Wages	2,543.85	47,771.31	51,425.00	92.90	92.72
01-511	Wages - Program Leaders	12.00	135.00	0.00	0.00	0.00
01-601	Legal Publications	0.00	599.40	1,100.00	54.49	139.03
01-603	Postage Stamps	0.00	1,399.32	2,000.00	69.97	104.88
01-604	Public Relations	0.00	217.73	1,500.00	14.52	54.49
01-606	Telephones	1,223.25	5,932.08	7,344.00	80.77	80.40
01-607	Association Dues	600.00	5,976.86	5,400.00	110.68	89.37
01-608	Professional Developmen	163.01	3,877.50	4,390.00	88.33	76.21
01-610	Subscriptions	0.00	663.00	950.00	69.79	50.65
01-612	Mileage Reimbursement	250.00	2,500.00	3,000.00	83.33	0.00
01-701	Park Board Expense	60.00	1,392.71	5,200.00	26.78	124.85
01-702	Computer Services	645.00	5,262.10	8,300.00	63.40	106.80
01-703	Security Services	0.00	8,705.19	12,750.00	68.28	96.78
01-704	Health Insurance Admin.	12,268.80	39,057.23	53,063.85	73.60	67.76
01-705	Professional Services	1,612.50	12,460.94	16,000.00	77.88	68.02

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

		Current Month	Year to Date		%	Prev %
		Actual	Actual	Budget		Budget
01-706	Office Machine Contracts	1,426.24	13,108.54	7,175.00	182.70	77.40
01-707	Refuse Disposals	439.90	4,234.74	4,500.00	94.11	82.80
01-708	Portable Toilets	0.00	5,235.00	4,020.00	130.22	112.28
01-709	Trade Services	8,300.00	27,811.58	29,200.00	95.25	93.11
01-710	Utilites - Natural Gas	197.48	747.33	2,600.00	28.74	72.38
01-711	Utilities - Electricity	721.05	6,414.31	14,600.00	43.93	66.65
01-712	Utilities - Water	0.00	0.00	1,000.00	0.00	0.00
01-723	Bank Fees	33.40	312.20	500.00	62.44	96.23
01-801	Supplies	1,047.36	31,124.61	28,500.00	109.21	69.39
01-802	Equipment	0.00	1,726.40	5,200.00	33.20	63.93
01-804	Repair Parts	178.63	1,056.56	5,500.00	19.21	47.69
01-805	Awards & Remembrance	0.00	0.00	450.00	0.00	10.25
01-809	Staff Uniforms	0.00	2,255.50	2,100.00	107.40	14.86
01-900	Separation Pay	5,831.55	5,831.55	64,255.87	9.08	0.00
01-901	Other Expenses	0.00	285.80	2,100.00	13.61	286.33
02-501	Full Time Wages-Rec	7,127.19	166,589.74	196,741.06	84.67	80.18
02-505	Part Time Wages-Prog A	9,733.95	72,601.49	84,112.00	86.32	101.38
02-511	Wages - Program Leaders	8,706.89	59,415.47	89,788.00	66.17	86.37
02-604	Program Marketing	0.00	1,653.18	2,300.00	71.88	16.42
02-606	Telephones	133.84	1,035.70	1,270.00	81.55	81.88
02-607	Association Dues	269.00	782.00	488.00	160.25	83.50
02-608	Professional Developmen	0.00	1,723.10	3,000.00	57.44	53.38
02-612	Mileage	0.00	361.55	400.00	90.39	137.79
02-703	Security Services	1,304.58	5,204.87	5,600.00	92.94	99.32
02-704	Health Insurance Rec.	12,488.67	36,762.94	50,930.82	72.18	73.12
02-707	Refuse Disposals	282.89	2,910.33	3,600.00	80.84	80.82
02-709	Trade Services	472.50	5,181.50	4,500.00	115.14	51.46
02-710	Utilites - Natural Gas	361.33	1,131.85	3,300.00	34.30	54.51
02-711	Utilities - Electricity	1,314.50	11,244.11	12,200.00	92.16	86.12
02-712	Utilities - Water	0.00	671.73	1,200.00	55.98	46.71
02-717	Program Contractual Serv	8,290.56	91,221.40	124,335.00	73.37	78.28
02-718	Credit Card Fees	567.42	5,389.02	5,465.00	98.61	0.00
02-720	Brochure Printing	0.00	15,630.41	15,820.00	98.80	92.53
02-722	Co-op Fees	3,007.25	13,114.07	15,100.00	86.85	83.28
02-723	Bank Fees	20.70	430.10	0.00	0.00	0.00
02-801	Supplies	6,138.49	50,676.54	40,800.00	124.21	104.15
02-802	Equipment	82.71	1,709.43	5,300.00	32.25	155.40
02-804	Repair Parts	0.00	8,700.00	1,000.00	870.00	136.77
02-901	Other Expenses	207.00	1,493.51	230.00	649.35	31.39
03-630	IMRF Contribution	3,760.58	41,394.06	51,594.98	80.23	78.68
04-640	FICA-Employer Contribu	3,929.60	41,172.39	49,543.57	83.10	86.16
05-705	Professional Service-Aud	0.00	7,950.00	7,725.00	102.91	100.00
06-608	PDRMA Workshops	0.00	0.00	325.00	0.00	9.23
06-705	Professional Services, Saf	0.00	5,413.59	6,695.00	80.86	210.73
06-709	Trade Services	0.00	0.00	1,000.00	0.00	39.72
06-717	Security Reference Check	0.00	129.50	0.00	0.00	0.00
06-760	PDRMA Premium	0.00	24,425.28	23,000.00	106.20	96.90
06-801	Safety Supplies	62.65	786.99	1,500.00	52.47	81.02
08-501	Full Time Wages-Board	826.58	8,772.38	10,758.34	81.54	105.92

Community Pk District LaGrange Pk
Income Statement
For the Ten Months Ending February 29, 2016

		Current Month	Year to Date		%	Prev %
		Actual	Actual	Budget		Budget
08-708	ADA Portable Restrooms	0.00	0.00	4,000.00	0.00	0.00
08-709	ADA Assesibility	0.00	0.00	40,000.00	0.00	0.00
08-717	Special Rec-Instrutors	0.00	815.18	5,000.00	16.30	118.11
08-780	SEASPAR Contribution	0.00	28,735.50	60,805.00	47.26	100.00
09-705	Bonds & Interest-Profess	250.00	500.00	250.00	200.00	83.33
09-790	Bond Principal	0.00	170,000.00	170,000.00	100.00	100.15
09-791	Bond Interest	0.00	72,850.00	72,850.00	100.00	99.74
10-505	Wages-Part Tme-Cap Fu	0.00	0.00	0.00	0.00	446.22
10-705	Professional Services	0.00	2,692.00	50,500.00	5.33	86.98
10-709	Trade Services- Cap Proj	0.00	8,558.10	1,001,783.00	0.85	13.13
10-801	Supplies-Cap Proj	0.00	0.00	0.00	0.00	163.48
10-802	Equipment-Cap Project	0.00	4,026.51	3,000.00	134.22	86.66
10-810	Capital Account - Land	0.00	0.00	0.00	0.00	43.38
11-505	Wages-Part Tme-Memori	203.68	975.92	700.00	139.42	0.00
11-801	Supplies-Memorial Proj	1,677.65	5,245.57	1,000.00	524.56	0.00
		<u>125,155.27</u>	<u>1,392,114.01</u>	<u>2,787,187.49</u>		
	Total Expenses	125,155.27	1,392,114.01	2,787,187.49	49.95	61.63
		<u><u>\$ (76,550.59)</u></u>	<u><u>\$ (476,952.49)</u></u>	<u><u>\$ (658,664.49)</u></u>		
	Net Income	\$ (76,550.59)	\$ (476,952.49)	\$ (658,664.49)	72.41	94.61

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
2/29/16	02-717 Program Contractual Service Cash Basis	3-2016	PROGRAM INSTRUCTIONAL AFTERSCHOOL ENRICHMENT SOLUTIONS	516.00 -516.00	PAC
2/29/16	01-606 Telephones Cash Basis	126991584-3	BALANCE DUE FOR CANCELLED U-VERSE AT&T	6.00 -6.00	OFF
2/29/16	01-606 Telephones Cash Basis	1780-3-2016	SIGN USAGE AT&T	30.87 -30.87	OFF
2/29/16	01-606 Telephones Cash Basis	4584-3-2016	USAGE FOR MAINTENANCE FACILITY. MONTHLY CHARGES REDUCED. NORMAL MONTHLY WILL BE 33.00 PLUS TAXES. PAYING ONLY 50.00 OF THIS AT&T	50.00 -50.00	OFF
2/29/16	02-801 Supplies Cash Basis	2--11-2016	WOMEN'S VOLLEYBALL AWARD GERT AUGUST	200.00 -200.00	PSC
2/29/16	02-801 Supplies Cash Basis	3-14-2016	WOMEN'S VOLLEYBALL AWARD DEBRA BEZANIS	50.00 -50.00	PSC
2/29/16	01-709 Trade Services Cash Basis	3871	TREE TRIMMING AT ROBINHOOD PARK BLUDER'S TREE SERVICE	1,775.00 -1,775.00	PKS
2/29/16	01-709 Trade Services Cash Basis	3877	TREE TRIMMING AT ROBINHOOD PARK BLUDER'S TREE SERVICE	4,800.00 -4,800.00	PKS
2/29/16	01-612 Mileage Reimbursement Cash Basis	040126	AUTO ALLOWANCE - SEPTEMBER 2015 ALEKSANDRS BRIEDIS	250.00 -250.00	ADM
2/29/16	01-705 Professional Services Cash Basis	2888	SERVICES NOT COVERED BROOKS/TARULIS & TIBBLE, LLC	90.00 -90.00	ADM
2/29/16	01-705 Professional Services Cash Basis	28889	GENERAL COUNSEL FEE BROOKS/TARULIS & TIBBLE, LLC	150.00 -150.00	ADM
2/29/16	01-706 Office Machine Contracts Cash Basis	LGP19846-2	YEARLY SUBSCRIPTION CAPTUREPOINT.COM	5,248.00 -5,248.00	OFF
2/29/16	02-801 Supplies Cash Basis	1591774	SUPPLIES ORDERED FOR PRESCHOOL CAROLINA BIOLOGICAL SUPPLY CO.	248.82 -248.82	PRT
2/29/16	02-801 Supplies Cash Basis	011110	SUPPLIES CASE LOTS INC.	100.74 -100.74	PRT
2/29/16	02-717 Program Contractual Service Cash Basis	2016027	CHESS INSTRUCTIONAL FEE CHESS SCHOLARS	480.00 -480.00	PGC

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
2/29/16	01-801 Supplies Cash Basis	3-2016	SUPPLIES WEX BANK	66.50 -66.50	VEH
2/29/16	01-711 Utilities - Electricity Cash Basis	0000-3-2016	USAGE AT MEMORIAL PARK COM-ED	261.54 -261.54	PKS
2/29/16	01-711 Utilities - Electricity Cash Basis	3000-3-2016	USAGE AT LAGRANGE ROAD AND OAK COM-ED	20.46 -20.46	PKS
2/29/16	01-711 Utilities - Electricity Cash Basis	3011-3-2016	USAGE AT BEACH OAK PARK COM-ED	38.52 -38.52	PKS
2/29/16	02-711 Utilities - Electricity Cash Basis	5008-3-2016	USAGE AT REC CENTER COM-ED	1,402.15 -1,402.15	BRC
2/29/16	01-711 Utilities - Electricity Cash Basis	6006-3-3016	USAGE AT YENA PARK COM-ED	28.42 -28.42	PKS
2/29/16	01-711 Utilities - Electricity Cash Basis	7005-3-2016	USAGE AT HANESWORTH PARK COM-ED	227.03 -227.03	PKS
2/29/16	01-711 Utilities - Electricity Cash Basis	9007-3-2016	USAGE AT MAINTENANCE FACILITY COM-ED	150.20 -150.20	BPK
2/29/16	01-606 Telephones Cash Basis	3-2016	MONTHLY AMOU NT COMCAST	346.46 -346.46	OFF
2/29/16	01-801 Supplies Cash Basis	15233	FISH TANK MAINTENANCE CRYSTAL CLEAN AQUARIUM MAINT.	45.00 -45.00	PRT
2/29/16	02-802 Equipment Cash Basis	22549	MAGNETS D MCGEES, INC.	32.80 -32.80	PRT
2/29/16	02-801 Supplies Cash Basis	8034	PRESCHOOL PAPER INFINITY SIGNS & GRAPHICS	76.80 -76.80	PRT
2/29/16	02-801 Supplies 02-801 Supplies 02-801 Supplies Cash Basis	3-2016	PRESCHOOL USAGE ARTS CLASSES . COOKING SUPPLIES FOR SENIOR CLUB PURCHASE ADVANTAGE	136.18 56.31 26.44 -218.93	PRT PAT PGC
2/29/16	02-801 Supplies Cash Basis	3-7-2016	SHREK SET AMOUNT DUE JOHN BACLERMAN	57.32 -57.32	PTT

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
2/29/16	02-709 Trade Services Cash Basis	105795	INSPECTION OF 1501 K & S SPRINKLERS	180.00 -180.00	BRC
2/29/16	02-717 Program Contractual Service Cash Basis	ALL INVOI	ALL INSTRUCTIONAL INVOICES KIDSFIRST	2,695.00 -2,695.00	PSC
2/29/16	02-801 Supplies Cash Basis	3-2016	CLASS SUPPLIES TRACY KRAMER	77.44 -77.44	PRT
2/29/16	01-801 Supplies Cash Basis	6090791-00-	SUPPLIES KRANZ INCORPORATED	193.72 -193.72	PKS
2/29/16	01-801 Supplies 02-801 Supplies Cash Basis	3-2016	VEHICLES SUPPLIES PRESCHOOL SUPPLIES LAGRANGE PARK ACE HARDWARE	102.59 13.84 -116.43	VEH PRT
2/29/16	01-706 Office Machine Contracts Cash Basis	3-2016	MONTHLY FEE LEAF	148.14 -148.14	OFF
2/29/16	02-717 Program Contractual Service Cash Basis	1238	SCIENCE FAIR TABLE DEMONSTRATION FEE MAD SCIENTISE	225.00 -225.00	PRT
2/29/16	02-717 Program Contractual Service Cash Basis	3798	FEE FOR CERTIFICATES OF INSURANCE FOR RENTAL MARKET ACCESS CORP	350.00 -350.00	BRN
2/29/16	02-802 Equipment Cash Basis	131659	MIC MUSIC SOLUTIONS	20.00 -20.00	PAT
2/29/16	02-717 Program Contractual Service Cash Basis	3-2016	INSTRUCTIONAL FEE MY FRENCH NEIGHBORHOOD	658.00 -658.00	PAT
2/29/16	01-801 Supplies Cash Basis	10362697-1	SUPPLIES PURCHASED MYOFFICEPRODUCTS	78.20 -78.20	OFF
2/29/16	01-606 Telephones 02-606 Telephones 02-606 Telephones Cash Basis	3-2016	PARK USAGE PROGRAMS REC. CENTER NEXTEL COMMUNICATIONS	45.78 45.78 45.78 -137.34	PKS PAD BRC
2/29/16	01-710 Utilites - Natural Gas Cash Basis	MAINT 3-20	USAGE AT MAINT. BUILDING NICOR	190.67 -190.67	BPK
2/29/16	02-710 Utilites - Natural Gas Cash Basis	REC CENT	USAGE AT RECREATION CENTER NICOR	358.63 -358.63	BRC

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
2/29/16	01-702 Computer Services Cash Basis	3621	MONTHLY CLOUD BACK UP NOVENTECH, INC.	144.00 -144.00	OFF
2/29/16	01-702 Computer Services Cash Basis	3641	SUPPORT FEE NOVENTECH, INC.	833.75 -833.75	OFF
2/29/16	01-705 Professional Services Cash Basis	02292016	MONTHLY ACCOUNTING FEBRUARY 2016 P.J. MESI & CO	925.00 -925.00	ADM
2/29/16	01-801 Supplies Cash Basis	123115 W2	2015 W-2'S , 1099'S & ENVELOPES P.J. MESI & CO	150.13 -150.13	ADM
2/29/16	02-801 Supplies Cash Basis	DG-3-2016	MISC. PRESCHOOL SUPPLIES PETTY CASH	47.07 -47.07	PRT
2/29/16	02-801 Supplies 02-801 Supplies Cash Basis	14-12644	SUPPLIES SAME PIERCE FOOD SERVICE	50.00 52.75 -102.75	PRT PAT
2/29/16	02-709 Trade Services Cash Basis	5003	TOILET REPAIR PREFERRED PLUMBING INC.	355.00 -355.00	BRC
2/29/16	01-706 Office Machine Contracts Cash Basis	200411260	WATER USAGE QUENCH	79.90 -79.90	OFF
2/29/16	01-707 Refuse Disposals Cash Basis	MB-3-2016	PARK USAGE REPUBLIC SERVICES	435.67 -435.67	PKS
2/29/16	02-707 Refuse Disposals Cash Basis	REC-302-10	RECREATION CENTER USAGE REPUBLIC SERVICES	282.17 -282.17	BRC
2/29/16	02-801 Supplies Cash Basis	323111	SUPPLIES RICMAR INDUSTRIES	539.39 -539.39	PKS
2/29/16	02-717 Program Contractual Service Cash Basis	3-2016	FUNDRAISER RITE BITE FUNRAISING	1,167.20 -1,167.20	PRT
2/29/16	01-701 Park Board Expense Cash Basis	3-2016	MINUTES FEE LAURA RIZZO-SULLIVAN	60.00 -60.00	ADM
2/29/16	01-603 Postage Stamps Cash Basis	3-2016	STAMPS PURCHASED FOR PD USAGE PEGGY RONOVSKY	98.00 -98.00	OFF
2/29/16	02-801 Supplies 02-801 Supplies	3-2016	SENIOR CLUB DDDN	84.94 155.57	PGC PSE

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
	02-801 Supplies Cash Basis		CREDIT ON ACCOUNT	-49.57	PGC
			SAM'S CLUB	-190.94	
2/29/16	01-801 Supplies Cash Basis	159868	LIGHT PURCHASE	13.95	PKS
			SCOUT ELECTRIC SUPPLY CO.	-13.95	
2/29/16	01-705 Professional Services Cash Basis	30061	BALANCE DUE	33.50	ADM
			SLUTZKY & BLUMENTHAL	-33.50	
2/29/16	01-705 Professional Services Cash Basis	30095	FEE FOR 2012 TAX	82.50	ADM
			SLUTZKY & BLUMENTHAL	-82.50	
2/29/16	02-801 Supplies Cash Basis	17955	ORANGE SHIRTS	203.00	PSP
			SPECIAL T UNLIMITED	-203.00	
2/29/16	02-717 Program Contractual Service Cash Basis	3-2016	INSTRUCTIONAL FEE	1,428.00	PSC
			SPORTS R US	-1,428.00	
2/29/16	06-717 Security Reference Checks Cash Basis	104858	BACKGROUND CHECKS	55.50	PAD
			SSCI	-55.50	
2/29/16	06-717 Security Reference Checks Cash Basis	104859	BACKGROUND CHECK FEE	37.00	PAD
			SSCI	-37.00	
2/29/16	02-801 Supplies Cash Basis	REPLACEM	REPLACEMENT CHECK FOR CHECK NUMBER 16938. CHECK NEVER CASHED AND WAS DATED 4-30-2015 KRISTI TOLMAN	803.61	PTT
				-803.61	
2/29/16	01-703 Security Services Cash Basis	25925110	MAINTENANCE FACILITY	421.73	PKS
			TYCO INTEGRATED SECURITY LLC	-421.73	
2/29/16	02-717 Program Contractual Service Cash Basis	2-10-2016	CPR INSTRUCTIONAL FEE	270.00	PGC
			VILLAGE OF LAGRANGE PARK	-270.00	
2/29/16	02-712 Utilities - Water Cash Basis	WATER 3-2	USAGE REC. CENTER	184.00	BRC
			VILLAGE OF LAGRANGE PARK	-184.00	
2/29/16	02-704 Health Insurance Rec. Cash Basis	00569459	HEALTH FEBRUARY 2016	184.68	OFF
			VILLAGE OF HINSDALE	-184.68	
2/29/16	01-704 Health Insurance Admin. Cash Basis	00569609	HEALTH MARCH 2016	184.68	OFF
			VILLAGE OF HINSDALE	-184.68	
2/29/16	01-608 Professional Development 01-608 Professional Development 01-801	AB-3-2016	ADMIN SUPPLIES	18.17	ADM
			SAME	16.08	ADM
			AMAZON	20.98	ADM

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
	Supplies 01-801		RADIO SHACK	46.36	ADM
	Supplies 01-608		HOTEL	526.98	ADM
	Professional Development 01-608		IAPD CREDIT	-264.00	ADM
	Professional Development Cash Basis		VISA	-364.57	
2/29/16	02-801	DC-3-2016	SENIOR CLUB	120.00	PGC
	Supplies 01-801		TRUCK OIL AND FILTER	95.07	VEH
	Supplies 02-801		DDDN	47.80	PSE
	Supplies 02-801		SAAME	-40.20	PSE
	Supplies 02-801		EASTER EGG HUNT SUPPLIES	266.38	PSE
	Supplies 02-801		DDDD	44.00	PGC
	Supplies 02-801		DDDD	66.00	PGC
	Supplies 02-801		DDDN	88.81	PGC
	Supplies 02-801		DDDN	55.00	PGC
	Supplies 02-801		DDDN	79.64	PGC
	Supplies 02-608		CLASSES	15.00	PAD
	Professional Development 02-608		SAME	30.00	PAD
	Professional Development 02-170		CUBS TICKETS	992.84	PTR
	Prepaid Expense 02-801		AMAZON	40.20	PSE
	Supplies 02-608		HOTEL	351.32	PAD
	Professional Development Cash Basis		VISA	-2,251.86	
2/29/16	02-802	DG-3-2016	SPORTS EQUIPMENT	100.00	PSP
	Equipment 02-802		SAME	134.82	PGG
	Equipment 02-801		PRESCHOOL SUPPLIES	122.79	PRT
	Supplies 02-801		PRESCHOOL CAMPS	35.00	PRT
	Supplies 02-801		SAME	32.16	PGG
	Supplies 02-802		STAGE	200.00	PRT
	Equipment 02-802		STAGE	543.26	PGG
	Equipment 02-170		TICKETS	1,272.00	PTR
	Prepaid Expense 02-802		SUPPPLIES	40.27	PGG
	Equipment 02-802		SUPPLIES	6.99	PRT
	Equipment 02-801		DECORATIONS	47.26	PRT
	Supplies Cash Basis		VISA	-2,534.55	
2/29/16	01-801	MH-VISA	SUPPLIES FOR PARKS	130.56	PKS
	Supplies 01-801		BALANCE DUE	3.68	PKS
	Supplies Cash Basis		VISA	-134.24	
2/29/16	01-801	PR-VISA 3-2	WORKING LUNCHES	35.73	OFF

Community Pk District LaGrange Pk
Purchase Journal
For the Period From Feb 29, 2016 to Feb 29, 2016

Date	Account ID Account Description	Invoice/CM	Line Description	Trans Am	Job ID
	Supplies				
	01-801		SAME	90.15	OFF
	Supplies				
	02-801		RUNNERS FOR HALLWAY	336.50	BRC
	Supplies				
	01-801		INK FOR COPIER	125.64	OFF
	Supplies				
	01-801		OVERAGE	-0.09	OFF
	Supplies				
	Cash Basis		VISA	-587.93	
2/29/16	02-801	3-2016	AWARD	100.00	PSC
	Supplies				
	Cash Basis		JACQUELINE VITALE	-100.00	
2/29/16	02-170	3-2016	FUN RUN AND RUN FOR ROSES	439.00	PSE
	Prepaid Expense		FLYERS AND REGISTRATION		
	Cash Basis		WOODWARD PRINTING SERVICES	-439.00	

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Community Pk District LaGrange Pk

Check Register

For the Period From Feb 9, 2016 to Mar 14, 2016

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
PRTR0212	2/9/16	FIRST NATIONAL BANK OF BROOK.	01-100	17,647.14
WRTRBD	2/9/16	WELLSFARGO CORPTRUST	09-100	250.00
FDTD0212	2/12/16	INTERNAL REVENUE SERVICE	01-100	5,776.65
STTD0212	2/12/16	ILLINOIS DEPT OF REV	01-100	801.18
17683	2/12/16	USCM/ MIDWEST	01-100	1,057.00
17684	2/12/16	ROSENBERG WYPYCH	01-100	164.00
17685	2/15/16	REFUND ACCOUNT	02-100	35.00
17686	2/15/16	REFUND ACCOUNT	02-100	35.00
17687	2/15/16	REFUND ACCOUNT	02-100	48.00
17688	2/15/16	REFUND ACCOUNT	02-100	70.00
17689	2/15/16	REFUND ACCOUNT	02-100	35.00
17690	2/15/16	REFUND ACCOUNT	02-100	35.00
17691	2/15/16	REFUND ACCOUNT	02-100	64.00
17692	2/15/16	REFUND ACCOUNT	02-100	55.00
17693	2/15/16	REFUND ACCOUNT	02-100	35.00
17694	2/15/16	REFUND ACCOUNT	02-100	49.00
17695	2/15/16	REFUND ACCOUNT	02-100	46.00
17696	2/15/16	REFUND ACCOUNT	02-100	33.00
17697	2/15/16	REFUND ACCOUNT	02-100	12.00
17698	2/15/16	REFUND ACCOUNT	02-100	8.00
17699	2/15/16	REFUND ACCOUNT	02-100	31.00
17700	2/15/16	REFUND ACCOUNT	02-100	158.00
17701	2/15/16	REFUND ACCOUNT	02-100	33.00
17702	2/15/16	REFUND ACCOUNT	02-100	133.00
17703	2/15/16	REFUND ACCOUNT	02-100	35.00
17704	2/15/16	REFUND ACCOUNT	02-100	35.00
17705	2/15/16	REFUND ACCOUNT	02-100	43.00
17706	2/15/16	REFUND ACCOUNT	02-100	33.00
17707	2/15/16	REFUND ACCOUNT	02-100	120.00
PRTR0226	2/23/16	FIRST NATIONAL BANK OF BROOK.	01-100	19,405.53
FDTD0226	2/26/16	INTERNAL REVENUE SERVICE	01-100	6,151.04
STTD0226	2/26/16	ILLINOIS DEPT OF REV	01-100	875.15
17708	2/26/16	USCM/ MIDWEST	01-100	1,057.00
17709	2/26/16	ROSENBERG WYPYCH	01-100	164.00
PRTR0311	3/8/16	FIRST NATIONAL BANK OF BROOK.	01-100	18,128.70
FDTD0311	3/11/16	INTERNAL REVENUE SERVICE	01-100	5,922.67
STTD0311	3/11/16	ILLINOIS DEPT OF REV	01-100	825.48
17722	3/11/16	USCM/ MIDWEST	01-100	1,057.00

Community Pk District LaGrange Pk

Check Register

For the Period From Feb 9, 2016 to Mar 14, 2016

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
17723	3/11/16	ROSENBERG WYPYCH	01-100	164.00
17724	3/14/16	AFTERSCHOOL ENRICHMENT SOLUTION	02-100	516.00
17725	3/14/16	AT&T	01-100	86.87
17726	3/14/16	GERT AUGUST	02-100	200.00
17727	3/14/16	DEBRA BEZANIS	02-100	50.00
17728	3/14/16	BLUDER'S TREE SERVICE	01-100	6,575.00
17729	3/14/16	ALEKSANDRS BRIEDIS	01-100	250.00
17730	3/14/16	BROOKS/TARULIS & TIBBLE, LLC	01-100	240.00
17731	3/14/16	CAPTUREPOINT.COM	01-100	5,248.00
17732	3/14/16	CAROLINA BIOLOGICAL SUPPLY CO.	02-100	248.82
17733	3/14/16	CASE LOTS INC.	02-100	100.74
17735	3/14/16	WEX BANK	01-100	66.50
17736	3/14/16	COM-ED	02-100	2,128.32
17737	3/14/16	COMCAST	01-100	346.46
17738	3/14/16	CRYSTAL CLEAN AQUARIUM MAINT.	01-100	45.00
17739	3/14/16	D MCGEES, INC.	02-100	32.80
17740	3/14/16	INFINITY SIGNS & GRAPHICS	02-100	76.80
17741	3/14/16	PURCHASE ADVANTAGE	02-100	218.93
17742	3/14/16	JOHN BACLERMAN	02-100	57.32
17743	3/14/16	K & S SPRINKLERS	02-100	180.00
17744	3/14/16	KIDSFIRST	02-100	2,695.00
17745	3/14/16	TRACY KRAMER	02-100	77.44
17746	3/14/16	KRANZ INCORPORATED	01-100	193.72
17747	3/14/16	LAGRANGE PARK ACE HARDWARE	01-100	116.43
17748	3/14/16	LEAF	01-100	148.14
17749	3/14/16	MAD SCIENTISE	02-100	225.00
17750	3/14/16	MARKET ACCESS CORP	02-100	350.00
17751	3/14/16	MUSIC SOLUTIONS	02-100	20.00
17752	3/14/16	MY FRENCH NEIGHBORHOOD	02-100	658.00
17753	3/14/16	MYOFFICEPRODUCTS	01-100	78.20
17754	3/14/16	NEXTEL COMMUNICATIONS	02-100	137.34
17755	3/14/16	NICOR	02-100	549.30
17756	3/14/16	NOVENTECH, INC.	01-100	977.75
17757	3/14/16	P.J. MESI & CO	01-100	1,075.13
17758	3/14/16	PETTY CASH	02-100	47.07
17759	3/14/16	PIERCE FOOD SERVICE	02-100	102.75
17760	3/14/16	PREFERRED PLUMBING INC.	02-100	355.00
17761	3/14/16	QUENCH	01-100	79.90

Community Pk District LaGrange Pk

Check Register

For the Period From Feb 9, 2016 to Mar 14, 2016

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
17762	3/14/16	REPUBLIC SERVICES	02-100	717.84
17763	3/14/16	RICMAR INDUSTRIES	01-100	539.39
17764	3/14/16	RITE BITE FUNRAISING	02-100	1,167.20
17765	3/14/16	LAURA RIZZO-SULLIVAN	01-100	60.00
17766	3/14/16	PEGGY RONOVSKY	01-100	98.00
17767	3/14/16	SAM'S CLUB	02-100	190.94
17768	3/14/16	SCOUT ELECTRIC SUPPLY CO.	01-100	13.95
17769	3/14/16	SLUTZKY & BLUMENTHAL	01-100	116.00
17770	3/14/16	SPECIAL T UNLIMITED	02-100	203.00
17771	3/14/16	SPORTS R US	02-100	1,428.00
17772	3/14/16	SSCI	06-100	92.50
17773	3/14/16	KRISTI TOLMAN	01-100	803.61
17774	3/14/16	TYCO INTEGRATED SECURITY LLC	01-100	421.73
17775	3/14/16	VILLAGE OF LAGRANGE PARK	02-100	454.00
17776	3/14/16	VILLAGE OF HINSDALE	01-100	369.36
17777	3/14/16	VISA	02-100	5,873.15
17778	3/14/16	JACQUELINE VITALE	02-100	100.00
17779	3/14/16	WOODWARD PRINTING SERVICES	02-100	439.00
17780	3/14/16	CHESS SCHOLARS	02-100	480.00
Total				118,748.94

COMMUNITY PARK DISTRICT OF LAGRANGE PARK

ORDINANCE NO. 01-2016

AN ORDINANCE ADOPTING UPDATED PURCHASE AND FINANCE POLICIES

WHEREAS, the Community Park District of LaGrange Park, Cook County, Illinois has previously adopted policies regarding the purchase and payment procedures for Park District expenses; and

WHEREAS, the Park District staff has reviewed and recommended updated policies to increase efficiency and protect Park District funds; and

WHEREAS, the Illinois Park District Code authorizes the Park District to adopt reasonable rules for the conduct of Park District business, by a majority of the members of the Board of Park Commissioners.

NOW, THEREFORE BE IT HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE COMMUNITY PARK DISTRICT OF LAGRANGE PARK, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section One: It is hereby found and determined by the Board of Park Commissioners of the Community Park District of LaGrange Park that the following policies are in the best interest of the Park District, and the following sections of the Park District Policy Manual are hereby adopted and approved:

- 4.9 PURCHASE POLICY & PROCEDURE.
- 4.10 WIRE TRANSFER AND ACH ORIGINATION.
- 4.11 AUTHORIZATION FOR BILL PAYMENT, CHECK SIGNING AND CHECK ISSUANCE
- 4.12 CREDIT CARD, PROCUREMENT CARD OR CHARGE ACCOUNT USAGE POLICY

Section Two: This ordinance shall be effective immediately upon passage and approval by a majority of the members of this Board of Park Commissioners.

Section Three: All prior ordinances, resolutions, orders or policies in conflict herewith, be and the same hereby are, repealed to the extent of the conflict herewith.

Roll Call Vote:

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

PASSED and APPROVED this _____ day of March, 2016.

**COMMUNITY PARK DISTRICT OF
LAGRANGE PARK**

By: _____
President

ATTEST: _____
Secretary

SEAL

4.9 PURCHASE POLICY & PROCEDURE

The Board of Park Commissioners recognizes the need that materials, supplies, equipment and services of the quality and quantity required to operate the District be specified, described, and procured in a manner that provides for full and free competition among potential suppliers. Each procurement action will be fully documented consistent with District purchasing procedures. Any variance from the policy must have prior approval of the Board.

Creation of Debt

No commissioner, committee, officer, or any other person employed or associated with the District shall be authorized to create financial liability on behalf of the District except where said liability shall be approved in nature and amount by the Board and recorded in the minutes of said meeting and/or in accordance with the District's purchasing policy. All matters of personnel, employment, and compensation are explicitly excluded from Creation of Debt.

Authorization to Purchase

The following policies will apply to all purchases made by Park District employees:

1. Purchasing priority will be given to La Grange Park businesses.
2. Unless approved by the Executive Director, all purchases will be made using a store credit account, Park District credit card or petty cash.
3. No purchase will be made that is above budgetary limits as approved in the annual Park District Budget and Appropriations Ordinance without prior Park Board approval.
4. A receipt for all purchases is required. The receipt must be submitted to the Office Manager within 7 calendar working days ~~prior to a Park Board meeting.~~

Bids and Quotations

The Park District will purchase the most reliable products for the lowest cost. To that end, consideration of the need for the product and a search for the best value is required. Prior authorization for purchases is required as follows:

1. Competitive sealed bids that are in accordance with the Park District Code are required on all purchases except:
 - a. Those that are identified in writing as "sole source" and approved by the Executive Director or Park District Board in advance of the purchase.
 - b. Those of an emergency nature, which require immediate implementation and which are approved by the Director or Park District Board in advance.
 - c. Those whose cost is less than \$20,000.
2. Purchases with an expected value between \$10,000 and \$20,000 require the following:
 - a. A minimum three written quotations, and
 - b. Prior Park Board approval.
3. Purchases with an expected value between \$5,000 and \$10,000 require the following:
 - a. A minimum three verbal quotations,
 - b. Prior Park Board approval of non-budgeted purchase, and

- c. Prior Executive Director approval of budgeted purchases.
4. Purchases with an expected value between \$1,000 and \$5,000 require the following:
 - a. A minimum two verbal quotations,
 - b. Prior Park Board approval of non-budgeted purchases, and
 - c. Prior Executive Director approval of budgeted purchases.
5. Purchase with an expected value of less than \$1,000 require the following:
 - a. Purchases by part-time employees must be approved by the employee's immediate supervisor or Executive Director.

4.10 WIRE TRANSFERS AND ACH ORIGATION

Wire transfers can be made by the Executive Director or designee to facilitate quick deposits of funds into an account or to move funds from one institution to another in lieu of a check. Wire transfers may be made to expedite the movements of funds, to avoid penalties, late charges, and overdrafts, and to maximize interest on excess funds.

Specific transfers currently allowed are:

- Net payroll (bi-weekly)
- Savings and loan withholdings
- Payroll tax withholdings
- Excess cash investments
- Social Security deposits
- Medicare deposits
- IMRF deposits
- Bond principal and interest payments
- Credit card payments
- Accounts payable check runs

4.11 AUTHORIZATION FOR BILL PAYMENT/ CHECK SIGNING/ CHECK ISSUANCE

In accordance with the Local Government Prompt Payment Act (50 ILCS 505/1) and applicable Illinois State Statutes, the District shall approve or disapprove a bill from a vendor or contractor for goods or services furnished within 30 days after the receipt of such bill or within 30 days after the date on which the goods or services were received, whichever is later. If one or more items on a ~~construction-related~~ bill or invoice are disapproved, but not the entire bill or invoice, then the portion that is not disapproved shall be paid. When safety or quality assurance testing of goods by the District is necessary before the approval or disapproval of a bill and such testing cannot be completed within 30 days after receipt of the goods, approval or disapproval of the bill must be made immediately upon completion of the testing or within 60 days after receipt of the goods, whichever occurs first. Written notice shall be mailed to the vendor or contractor immediately if a bill is disapproved.

The Executive Director, Financial Consultant, or any Commissioner are authorized to sign District checks with Board approval.

Accounts Payable

On occasion, District checks may be signed and issued or payments made with a District credit card without prior Board approval. Such payments are routine, due for payment each month, or are financially advantageous to remit promptly, such as:

- Pension/State/Federal Government obligations
- Refunds to users
- Insurance premiums and reimbursements
- Trips and special event reimbursements
- Petty cash reimbursements
- Refunds
- Vendors who offer discounts for early payment
- Utility bills
- Past due items
- Emergency checks

| These “interim” or “manual” payments ~~are~~ shall be approved by the Board at the next regularly scheduled meeting.

All other checks to be issued shall be done so after the Board’s approval of the detailed Board report that itemizes each check to be issued by listing vendor, amount, invoice date and number, and general ledger account being charged for the expenditure. The Board will review both reports at the official semi-monthly Board meetings and vote on final approval. All accounts payable, payroll, and interim checks require two authorized signatures.

Payroll Account

This account is used solely for the purpose of paying employees and the related employment taxes. Only the Executive Director, Financial Consultant, or any Commissioner have the authority to sign payroll checks. All payroll checks require two authorized signatures ~~(they can be automated)~~.

4.12 CREDIT CARD, PROCUREMENT CARD OR CHARGE ACCOUNT USAGE POLICY

Employees are fully responsible for all charges to cards issued under their name, Park District cards temporarily assigned to them, or charge account purchases initiated by them. Any misuse or unauthorized use of credit cards, procurement cards or charge accounts may result in the withdrawal of these privileges and possible discipline, up to and including termination of employment.

These forms of payment may be used only for approved Park District business transactions and may not be used for personal expenses under any circumstances.

Employees may not use the credit cards or procurement cards to withdraw cash.

Regardless of payment method, purchases must be authorized according to the Park District Purchase Policy & Procedure.

Employees are responsible for saving and providing documentation supporting all purchases and use of cards and accounts and receipts must be turned in promptly after each use of these payment methods.

Misuse of these payment methods, or failure to report purchases in the required timeframe, may cause the Park District to recover the funds through payroll deductions or other means for any amounts incorrectly claimed or for reconciliations that are one month in arrears of the statement date. An employee may be subject to disciplinary action, up to termination, if the card is found to be misused.

Employees must report lost or stolen credit or procurement cards to the Business Operations Department immediately upon discovering that the card is missing.

When an employee's employment ends, he or she must return any credit or procurement cards to his or her immediate supervisor with a final reconciliation of all expenditures prior to departure. Terminated employees must return credit or procurement cards immediately, and shall provide a final reconciliation of all expenditures within two business days. Failure to comply with this requirement shall result in the terminated employee being personally responsible for all charges on the account at the time of termination, or until the account is closed, whichever is later.

CORPORATE FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Corporate Fund Taxes	\$ 426,388.00	\$ 435,133.00	\$ 506,340.00	\$ 466,402.00	\$ 565,000.00
Replacement Taxes	\$ 17,804.00	\$ 17,367.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Interest Earned - Corp	\$ 518.00	\$ 410.00	\$ 400.00	\$ 350.00	\$ 350.00
Other Income - Corp	\$ -	\$ 3,472.00	\$ 2,000.00	\$ 4,900.00	\$ 4,900.00

Total Revenue	\$ 444,710.00	\$ 456,382.00	\$ 523,740.00	\$ 515,100.00	\$ 585,250.00
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Expenses					
Full Time Wages	\$ 210,006.00	\$ 232,005.00	\$ 213,554.00	\$ 213,554.00	\$ 217,800.00
Part Time Wages	\$ 63,649.00	\$ 55,708.00	\$ 51,425.00	\$ 52,980.00	\$ 61,000.00
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Publications	\$ 321.00	\$ 890.00	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00
Postage Stamps	\$ 1,168.00	\$ 2,414.00	\$ 2,000.00	\$ 1,800.00	\$ 1,300.00
Public Relations	\$ 1,690.00	\$ 1,146.00	\$ 1,500.00	\$ 250.00	\$ 1,000.00
Telephones	\$ 7,657.00	\$ 6,881.00	\$ 7,344.00	\$ 7,400.00	\$ 6,200.00
Association Dues	\$ 4,667.00	\$ 4,578.00	\$ 5,400.00	\$ 5,977.00	\$ 5,400.00
Professional Development	\$ 2,560.00	\$ 3,266.00	\$ 4,390.00	\$ 4,503.00	\$ 5,950.00
Subscriptions	\$ 419.00	\$ 324.00	\$ 950.00	\$ 665.00	\$ 700.00
Mileage Reimbursement	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Park Board Expense	\$ 1,014.00	\$ 9,178.00	\$ 5,200.00	\$ 1,650.00	\$ 5,200.00
Computer Services	\$ 4,472.00	\$ 6,805.00	\$ 8,300.00	\$ 6,300.00	\$ 6,350.00
Security Services	\$ 6,658.00	\$ 6,465.00	\$ 12,750.00	\$ 9,130.00	\$ 9,550.00
Health Insurance	\$ 63,658.00	\$ 57,536.00	\$ 53,063.85	\$ 52,899.00	\$ 57,821.85
Professional Services	\$ 13,665.00	\$ 14,347.00	\$ 16,000.00	\$ 15,000.00	\$ 16,000.00
Office Machine Contract	\$ 6,121.00	\$ 5,111.00	\$ 7,175.00	\$ 13,590.00	\$ 12,000.00
Refuse Disposals	\$ 3,692.00	\$ 4,291.00	\$ 4,500.00	\$ 5,200.00	\$ 5,200.00
Portable Toilets	\$ 4,350.00	\$ 4,159.00	\$ 4,020.00	\$ 5,600.00	\$ 5,600.00
Trade Services	\$ 25,609.00	\$ 26,844.00	\$ 29,200.00	\$ 37,437.00	\$ 35,600.00
Utilities - Natural Gas	\$ 2,731.00	\$ 2,025.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Utilities - Electricity	\$ 12,141.00	\$ 14,124.00	\$ 14,600.00	\$ 8,500.00	\$ 10,600.00
Utilities - Water	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
Bank Fees	\$ 381.00	\$ 451.00	\$ 500.00	\$ 300.00	\$ 500.00
Supplies	\$ 23,454.00	\$ 31,645.00	\$ 28,500.00	\$ 36,790.00	\$ 34,100.00
Equipment	\$ 3,672.00	\$ 4,321.00	\$ 5,200.00	\$ 2,475.00	\$ 3,000.00
Repair Parts	\$ 3,823.00	\$ 3,664.00	\$ 5,500.00	\$ 3,200.00	\$ 3,400.00
Awards & Remembrances	\$ 416.00	\$ 242.00	\$ 450.00	\$ -	\$ 450.00
Staff Uniforms	\$ 2,411.00	\$ 312.00	\$ 2,100.00	\$ 2,855.00	\$ 2,100.00
Separation Pay	\$ -	\$ -	\$ 64,255.87	\$ 4,374.00	\$ 59,882.00
Other Expenses	\$ -	\$ (3,624.00)	\$ 2,100.00	\$ 286.00	\$ 2,100.00

Total Expenses	\$ 470,405.00	\$ 495,108.00	\$ 557,677.72	\$ 499,565.00	\$ 576,404.00
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Net Income	\$ (25,695.00)	\$ (38,726.00)	\$ (33,937.72)	\$ 15,535.00	\$ 8,846.00
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Fund Balance	\$ 404,787.00	\$ 366,061.00	\$ 332,123.28	\$ 381,596.00	\$ 390,442.00
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Fund Balance Policy is 75% Minimum

75% Expenses	Proposed FB
\$ 387,392.00	\$ 390,442.00

Fund Balance Within Range

3/10/2016

RECREATION FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Recreation Fund Taxes	\$ 92,396.00	\$ 65,708.00	\$ 32,788.00	\$ 51,007.00	\$ 51,856.00
Interest Earned - Rec.	\$ 74.00	\$ 84.00	\$ 10.00	\$ 250.00	\$ 250.00
Program Fees- General	\$ 478,786.00	\$ 518,668.00	\$ 549,500.00	\$ 520,022.00	\$ 530,750.00
Donations & Sponsors	\$ 5,050.00	\$ 4,400.00	\$ 7,000.00	\$ 5,366.00	\$ 6,100.00
Other Income - Recreation	\$ -	\$ -	\$ 100.00	\$ 390.00	\$ 100.00

Total Revenues	\$ 576,306.00	\$ 588,860.00	\$ 589,398.00	\$ 577,035.00	\$ 589,056.00
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Expenses					
Full Time Wages - Recreation	\$ 155,034.00	\$ 157,397.00	\$ 196,741.06	\$ 188,367.00	\$ 170,072.00
Part Time Wages - Programs	\$ 75,140.00	\$ 91,864.00	\$ 84,112.00	\$ 101,834.00	\$ 105,700.00
Wages - Rental Supervisor	\$ -	\$ -	\$ -	\$ -	\$ -
Part Time Wages - IMRF	\$ 82,148.00	\$ 83,858.00	\$ 89,788.00	\$ 67,000.00	\$ 67,000.00
Legal Publications - Recreation	\$ -	\$ -	\$ -	\$ -	\$ -
Program Marketing	\$ 2,641.00	\$ 307.00	\$ 2,300.00	\$ 1,700.00	\$ 1,700.00
Telephones	\$ 1,232.00	\$ 1,193.00	\$ 1,270.00	\$ 1,210.00	\$ 1,200.00
Association Dues	\$ 352.00	\$ 334.00	\$ 488.00	\$ 530.00	\$ 540.00
Professional Development	\$ 668.00	\$ 747.00	\$ 3,000.00	\$ 2,300.00	\$ 3,500.00
Mileage	\$ 488.00	\$ 654.00	\$ 400.00	\$ 362.00	\$ 400.00
Security Services	\$ 4,735.00	\$ 5,586.00	\$ 5,600.00	\$ 5,400.00	\$ 7,200.00
Health Insurance Recreation	\$ 37,412.00	\$ 43,268.00	\$ 50,930.82	\$ 47,651.00	\$ 43,576.00
Refuse Disposals	\$ 3,234.00	\$ 3,491.00	\$ 3,600.00	\$ 3,475.00	\$ 3,600.00
Trade Services	\$ 4,620.00	\$ 4,572.00	\$ 4,500.00	\$ 5,300.00	\$ 6,500.00
Utilities - Natural Gas	\$ 3,620.00	\$ 2,683.00	\$ 3,300.00	\$ 2,000.00	\$ 2,500.00
Utilities - Electricity	\$ 10,130.00	\$ 12,310.00	\$ 12,200.00	\$ 13,500.00	\$ 14,000.00
Utilities - Water	\$ 849.00	\$ 844.00	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00
Program Contractual Services	\$ 119,147.00	\$ 115,866.00	\$ 124,335.00	\$ 105,906.00	\$ 108,640.00
Credit Card Fees	\$ 5,742.00	\$ 6,652.00	\$ 5,465.00	\$ 5,750.00	\$ 12,000.00
Brochure Printing	\$ 13,750.00	\$ 15,810.00	\$ 15,820.00	\$ 15,616.00	\$ 17,000.00
Co-op Fees	\$ 13,747.00	\$ 18,296.00	\$ 15,100.00	\$ 15,300.00	\$ 16,000.00
Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 37,397.00	\$ 45,422.00	\$ 40,800.00	\$ 60,501.00	\$ 52,900.00
Equipment	\$ 3,286.00	\$ 5,234.00	\$ 5,300.00	\$ 3,386.00	\$ 6,400.00
Repair Parts	\$ 626.00	\$ 1,026.00	\$ 1,000.00	\$ 8,700.00	\$ 8,700.00
Severance	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ 386.00	\$ (1,304.00)	\$ 230.00	\$ 2,500.00	\$ 2,500.00

Total Expenses	\$ 576,384.00	\$ 616,110.00	\$ 667,479.88	\$ 659,288.00	\$ 652,627.00
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Net Income	\$ (78.00)	\$ (27,250.00)	\$ (78,081.88)	\$ (82,253.00)	\$ (63,571.00)
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Fund Balance	\$ 504,973.00	\$ 477,723.00	\$ 399,641.12	\$ 395,470.00	\$ 331,899.00
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Fund Balance Policy is 75% Minimum

75% Expenses	Proposed FB
\$ 484,970.00	\$ 331,899.00

Fund Balance Deficient By: \$ 157,571.00

3/10/2016

IMRF FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes - IMRF	\$ 50,334.00	\$ 73,090.00	\$ 103,047.00	\$ 52,630.00	\$ 42,000.00
Interest IMRF	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00

Total Revenues	\$ 50,335.00	\$ 73,091.00	\$ 103,048.00	\$ 52,631.00	\$ 42,001.00
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Expenses					
IMRF Contribution	\$ 52,314.00	\$ 51,177.00	\$ 51,594.98	\$ 48,448.00	\$ 45,174.00

Total Expenses	\$ 52,314.00	\$ 51,177.00	\$ 51,594.98	\$ 48,448.00	\$ 45,174.00
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Net Income	\$ (1,979.00)	\$ 21,914.00	\$ 51,453.02	\$ 4,184.00	\$ (3,173.00)
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Fund Balance	\$ (758.00)	\$ 21,156.00	\$ 72,609.02	\$ 25,340.00	\$ 22,166.00
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Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 11,294.00	\$ 22,166.00	\$ 22,587.00

Fund Balance Within Policy

3/10/2016



SOCIAL SECURITY FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes FICA	\$ 42,273.00	\$ 47,132.00	\$ 56,208.00	\$ 51,999.00	\$ 48,000.00
Interest - FICA	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00

Total Revenues	\$ 42,274.00	\$ 47,133.00	\$ 56,209.00	\$ 52,000.00	\$ 48,001.00
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Expenses					
FICA - Employer Contribution	\$ 45,998.00	\$ 48,643.00	\$ 49,543.57	\$ 48,256.00	\$ 48,066.00

Total Expenses	\$ 45,998.00	\$ 48,643.00	\$ 49,543.57	\$ 48,256.00	\$ 48,066.00
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Net Income	\$ (3,724.00)	\$ (1,510.00)	\$ 6,665.43	\$ 1,945.00	\$ (65.00)
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Fund Balance	\$ 14,461.00	\$ 12,951.00	\$ 19,616.43	\$ 14,895.00	\$ 14,831.00
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Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 12,016.00	\$ 14,831.00	\$ 24,033.00

Fund Balance Within Range

3/10/2016

AUDIT FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes Audit	\$ 7,562.00	\$ 7,613.00	\$ 8,993.00	\$ 7,394.00	\$ 8,300.00
Interest Audit	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00

Total Revenues	\$ 7,563.00	\$ 7,614.00	\$ 8,994.00	\$ 7,394.00	\$ 8,301.00
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Expenses					
Professional Service - Audit	\$ 7,900.00	\$ 7,725.00	\$ 7,725.00	\$ 7,950.00	\$ 8,200.00

Total Expenses	\$ 7,900.00	\$ 7,725.00	\$ 7,725.00	\$ 7,950.00	\$ 8,200.00
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Net Income	\$ (337.00)	\$ (111.00)	\$ 1,269.00	\$ (555.00)	\$ 101.00
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Fund Balance	\$ 2,713.00	\$ 2,602.00	\$ 3,871.00	\$ 2,047.00	\$ 2,148.00
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Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 2,050.00	\$ 2,148.00	\$ 4,100.00

Fund Balance Within Range

3/10/2016

LIABILITY INSURANCE FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes - PDRMA	\$ 43,444.00	\$ 37,384.00	\$ 43,280.00	\$ 37,087.00	\$ 35,500.00
Interest - PDRMA	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00

Total Revenues	\$ 43,445.00	\$ 37,385.00	\$ 43,281.00	\$ 37,088.00	\$ 35,501.00
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Expenses					
PDRMA Workshops	\$ -	\$ 30.00	\$ 325.00	\$ -	\$ -
Professional Services	\$ 12,659.00	\$ 13,723.00	\$ 6,695.00	\$ 8,070.00	\$ 8,100.00
Trade Services	\$ 2,321.00	\$ 1,173.00	\$ 1,000.00	\$ -	\$ -
Security Reference Check	\$ -	\$ -	\$ -	\$ 250.00	\$ 500.00
PDRMA Premium	\$ 22,408.00	\$ 22,772.00	\$ 23,000.00	\$ 24,426.00	\$ 25,000.00
Safety Supplies	\$ 821.00	\$ 1,109.00	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00

Total Expenses	\$ 38,209.00	\$ 38,807.00	\$ 32,520.00	\$ 33,746.00	\$ 35,100.00
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Net Income	\$ 5,236.00	\$ (1,422.00)	\$ 10,761.00	\$ 3,342.00	\$ 401.00
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Fund Balance	\$ 6,884.00	\$ 5,462.00	\$ 16,223.00	\$ 8,804.00	\$ 9,205.00
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Fund Balance Policy is 25-50% of expenses

25 % Expenses	Proposed FB	50% Expenses
\$ 8,775.00	\$ 9,205.00	\$ 17,550.00

Fund Balance Within Range

3/10/2016

SEASPAR FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes - SEASPAR	\$ 96,277.00	\$ 56,793.00	\$ 26,043.00	\$ 34,078.00	\$ 75,000.00
Interest - SEASPAR	\$ 20.00	\$ 1.00	\$ 20.00	\$ 45.00	\$ 20.00

Total Revenues	\$ 96,297.00	\$ 56,794.00	\$ 26,063.00	\$ 34,123.00	\$ 75,020.00
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Expenses					
Full Time Wages	\$ 9,284.00	\$ 13,346.00	\$ 10,758.34	\$ 10,759.00	\$ 10,841.00
ADA Portable Restrooms	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00
Special Rec - Instructors	\$ 1,219.00	\$ 2,734.00	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00
SEASPAR Contribution	\$ 64,417.00	\$ 60,840.00	\$ 60,805.00	\$ 57,471.00	\$ 60,000.00
ADA Accessibility	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 43,700.00
Other Expense - SEASPAR	\$ -	\$ -	\$ -	\$ -	\$ -

Total Expenses	\$ 74,920.00	\$ 76,920.00	\$ 120,563.34	\$ 73,230.00	\$ 121,541.00
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Net Income	\$ 21,377.00	\$ (20,126.00)	\$ (94,500.34)	\$ (39,107.00)	\$ (46,521.00)
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Fund Balance	\$ 107,219.00	\$ 87,093.00	\$ (7,407.34)	\$ 47,986.00	\$ 1,465.00
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No Fund Balance Policy

3/10/2016

BOND & INTEREST FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Property Taxes - B&I	\$ 250,778.00	\$ 247,831.00	\$ 243,300.00	\$ 254,993.00	\$ 179,000.00
Interest - B&I	\$ 34.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 80.00

Total Revenues	\$ 250,812.00	\$ 247,856.00	\$ 243,325.00	\$ 255,018.00	\$ 179,080.00
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Expenses					
Bonds & Interest-Professional	\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 500.00
Bond Principal	\$ 160,000.00	\$ 165,000.00	\$ 170,000.00	\$ 170,000.00	\$ 110,000.00
Bond Interest	\$ 81,000.00	\$ 77,800.00	\$ 72,850.00	\$ 72,850.00	\$ 67,750.00

Total Expenses	\$ 241,250.00	\$ 243,300.00	\$ 243,100.00	\$ 243,350.00	\$ 178,250.00
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Net Income	\$ 9,562.00	\$ 4,556.00	\$ 225.00	\$ 11,668.00	\$ 830.00
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Fund Balance	\$ 203,927.00	\$ 208,483.00	\$ 208,708.00	\$ 220,151.00	\$ 220,981.00
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CAPITAL PROJECT FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Interest Earned	\$ -	\$ 265.00	\$ 250.00	\$ 390.00	\$ 250.00
Fund Transfer In	\$ -	\$ -	\$ 39,000.00	\$ -	\$ 40,000.00
Donations & Grants	\$ -	\$ 4,314.00	\$ 493,214.00	\$ -	\$ 493,214.00
Veterans Memorial	\$ -	\$ 11,092.00	\$ -	\$ -	\$ -

Total Revenue	\$ -	\$ 15,671.00	\$ 532,464.00	\$ 390.00	\$ 533,464.00
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Expenses					
Wages-Part Time	\$ -	\$ 1,963.00	\$ -	\$ -	\$ -
Professional Services	\$ -	\$ 77,570.00	\$ 50,500.00	\$ 2,700.00	\$ 42,500.00
Trade Services	\$ -	\$ 155,780.00	\$ 1,001,783.00	\$ 8,558.00	\$ 989,783.00
Supplies	\$ -	\$ 34,400.00	\$ -	\$ -	\$ -
Equipment	\$ -	\$ 38,310.00	\$ 3,000.00	\$ 4,027.00	\$ -
Capital Account - Land	\$ -	\$ 1,518.00	\$ -	\$ -	\$ -

Total Expenses	\$ -	\$ 309,541.00	\$ 1,055,283.00	\$ 15,277.00	\$ 1,032,283.00
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Net Income	\$ -	\$ (293,870.00)	\$ (522,819.00)	\$ (14,887.00)	\$ (498,819.00)
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Fund Balance	\$ 809,449.00	\$ 515,579.00	\$ (7,240.00)	\$ 500,692.00	\$ 1,873.00
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VETERANS FUND

	2013-14	2014-15	2015-16	2015-16	2016-17
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
Revenues					
Donations	\$ -	\$ -	\$ 2,000.00	\$ 9,228.00	\$ 5,000.00
Interest - VMF	\$ -	\$ -	\$ 1.00	\$ 2.00	\$ 2.00

Total Revenues	\$ -	\$ -	\$ 2,001.00	\$ 9,230.00	\$ 5,002.00
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Expenses					
Part Time Wages	\$ -	\$ -	\$ 700.00	\$ 1,000.00	\$ 1,000.00
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -
Trade Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ 1,000.00	\$ 5,300.00	\$ 3,000.00
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -

Total Expenses	\$ -	\$ -	\$ 1,700.00	\$ 6,300.00	\$ 4,000.00
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Net Income	\$ -	\$ -	\$ 301.00	\$ 2,930.00	\$ 1,002.00
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Fund Balance	\$ -		\$ 1,399.59	\$ 2,930.00	\$ 3,932.00
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Capital Needs

Project	Estimate
Capital Improvement Plan	\$ 20,000.00
Hanesworth Baseball Field	TBA
Memorial Park Retaining Wall	TBA
Shipping Containers	\$ 5,000.00
Tack boards in hallway	TBA
Registration kiosk	\$ 1,500.00
Window at front counter	\$ 2,000.00
Rec Center parking lot	\$ 11,000.00
Yena tennis courts	\$ 27,500.00