

**Glen Ellyn Park District  
Board of Commissioners  
Regular Meeting  
March 13, 2018  
185 Spring Avenue  
7:00 p.m.**

**Agenda**

- I. Call to Order**
- II. Roll Call of Commissioners**
- III. Pledge of Allegiance**
- IV. Changes to the Agenda**
- V. Recognition – Glen Ellyn Chamber of Commerce**
- VI. Public Participation**
- VII. Consent Agenda:** All items in Section VII are included in the Consent Agenda by the Board and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Agenda.
  - A. Voucher List of Bills Totaling \$343,930.20
  - B. Minutes: February 20, 2018 Regular Meeting minutes
- VIII. New Business**
  - A. Ackerman Sports & Fitness Center Advisory Meeting update
  - B. Policy Manual update
  - C. District 87 Intergovernmental Agreement – Lake Ellyn Paths
- IX. Staff Reports**
  - A. Finance Report (for information only)
- X. Commissioners' Reports**
- XI. Adjourn to Executive Session**

Under Section 2 (c) 21 of the Open Meetings Act for the purpose of discussion of the minutes of prior executive session meetings, for the purpose of review, approval or release of such minutes.
- XII. Adjourn**



# MEMO

March 6, 2018

**TO: Park District Board of Commissioners**  
**FROM: Kathleen Esposito, Superintendent of Recreation**  
**CC: Dave Harris, Executive Director**  
**RE: Glen Ellyn Chamber of Commerce Recognition**

The Glen Ellyn Park District Board of Commissioners would like to recognize the Glen Ellyn Chamber of Commerce for their continued partnership in organizing and staging the 3<sup>rd</sup> annual Chocolate, Cheese and Wine event.

The Glen Ellyn Chamber of Commerce, represented this evening by Dawn Smith, the Executive Director and Steve Thompson, the President, has partnered with the Park District on the Chocolate, Cheese and Wine event since 2016 when the first event was held. The evening includes a night of wine, chocolate and cheese tasting from around the world. Each ticket holder receives a souvenir wine glass and the ability to taste over 35 wines while enjoying unlimited offerings of cheese and appetizers from local Glen Ellyn restaurants and merchants. In previous years, the event was held in late November at the Crowne Plaza Hotel in Glen Ellyn. This year, the event was staged in early February at the Reserve 22 banquet room (Village Links). The event was sold out with over 250 tickets being sold including 150 of whom were residents of Glen Ellyn. As the event was on the verge of being crowded during peak times, the committee will be looking at ways to ease the congestion while continuing to sell more tickets and meet the demands.

The Chocolate, Cheese and Wine event is a combined fundraiser for the Glen Ellyn Chamber of Commerce and the Glen Ellyn Park District. Funds received from the event are split among the two agencies each year. This year, due to its successful turn out of participants and numerous sponsors, the event raised \$2,000 for the Park District with the funds earmarked for the scholarship program which enable residents in need to receive financial assistance for Park District programs and activities.

The success of the event is due in large part to the efforts of Dawn Smith, the Chamber of Commerce Executive Director, who works tirelessly negotiating contracts, securing sponsorships, ordering event supplies and coordinating the logistics of the event. Dawn and her family are also residents of Glen Ellyn and are active in many Park District events. Steve Thompson, Chamber President, is also a Glen Ellyn resident, volunteering his time as Chamber President as well as at many of the community wide Chamber events including, the Chocolate, Cheese and Wine event, the Taste of Glen Ellyn and the Holiday Walk, just to name a few. Steve's smiling face and kind demeanor brings out the best in all the

many volunteers who selflessly give of their time and talents to the many community wide events that are so cherished by our residents.

On behalf of the Glen Ellyn Park District and the Board of Commissioners, we would like to recognize, Dawn Smith, Steve Thompson and the Glen Ellyn Chamber of Commerce for their continued excellent partnership with the Glen Ellyn Park District and we gratefully accept the \$2,000 check to aid the many children and families from the community who benefit from the Glen Ellyn Park District Scholarship program.

# Accounts Payable

## Voucher Approval Document

Warrant Request Date: 3/13/2018



### Glen Ellyn Park District

Voucher List Presented to the Board of Commissioners

#### To the Executive Director:

The payment of the attached list of bills has been approved by the Park District Board of Commissioners and as of the date signed below, you are hereby authorized to pay them from the appropriate funds.

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_

10	Corporate Fund	50,075.40
20	Recreation Fund	252,573.99
55	Special Recreation Fund	2,288.06
85	Asset Replacement Fund	7,504.97
94	Capital Improvements Fund	27,221.90
96	Cash In Lieu of Land Fund	4,265.88
	<b>Report Total:</b>	<u>343,930.20</u>

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
 Printed: 03/08/2018 - 1:13PM  
 Batch: 00004.03.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 180936	Accela, Inc. #774375			Check Sequence: 1	ACH Enabled: False
ACC38115	Annual Maintenance Accounting Software	5,177.50	03/14/2018	10-00-000-521400-0000	
ACC38115	Annual Maintenance Accounting Software	5,177.50	03/14/2018	20-00-000-521400-0000	
	Check Total:	10,355.00			
Vendor: 101047	Advantage Trailers & Hitches			Check Sequence: 2	ACH Enabled: False
37926	Trailer Repair	11.70	03/14/2018	10-10-000-530210-0000	
38007/057	Chipper Repairs	14.90	03/14/2018	10-10-000-530210-0000	
	Check Total:	26.60			
Vendor: 146213	Purchase Advantage Card Albertsons			Check Sequence: 3	ACH Enabled: False
	Staff Meeting	16.01	03/14/2018	10-00-000-585290-0000	
	Staff Meeting	16.02	03/14/2018	20-00-000-585290-0000	
	Check Total:	32.03			
Vendor: 103170	Alexander Equipment Company			Check Sequence: 4	ACH Enabled: False
141312	Chain Saw Parts	438.99	03/14/2018	10-10-000-530300-0000	
	Check Total:	438.99			
Vendor: 103201	All Star Sports Instruction			Check Sequence: 5	ACH Enabled: False
	Winter Classes	11,972.00	03/14/2018	20-21-000-525500-1261	
	Check Total:	11,972.00			
Vendor: 103181	Allegra Printing and Imaging			Check Sequence: 6	ACH Enabled: False
49079	Coupon Books	151.78	03/14/2018	20-30-400-530900-0000	
	Check Total:	151.78			
Vendor: 199265	Alphagraphics/Wheaton			Check Sequence: 7	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
152820	Raffle Tickets	860.04	03/14/2018	20-21-000-535500-1234	
	Check Total:	860.04			
Vendor: 103689 6499904	American Soccer Company, Inc. Soccer Uniforms	4,677.37	03/14/2018	20-21-000-535500-1120	ACH Enabled: False
	Check Total:	4,677.37			
Vendor: 100182 837448 837658	AMI Graphics, LLC Banners Banners	536.72 93.57	03/14/2018 03/14/2018	20-00-000-521650-0000 20-00-000-521650-0000	ACH Enabled: False
	Check Total:	630.29			
Vendor: 103977 4648131 4648131 4648131 4648131 4648131 4648131 4648131 4648131 4648131	Anderson Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control 3/18 Pest Control	33.50 24.72 73.65 26.38 58.00 31.31 107.82 37.45 14.00	03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018	10-10-000-521600-0000 20-30-150-521600-0000 20-30-200-521600-0000 20-00-000-521600-0000 20-30-100-521600-0000 20-30-500-521600-0000 20-30-450-521600-0000 20-30-300-521600-0000 20-21-000-525500-1236	ACH Enabled: False
	Check Total:	406.83			
Vendor: 105167 103208	Armbrust Plumbing and Heating Repair Gas Line	194.70	03/14/2018	20-30-500-521600-0000	ACH Enabled: False
	Check Total:	194.70			
Vendor: 105807	AT&T 2/21-3/20/18 Service 2/21-3/20/18 Service	160.23 75.53	03/14/2018 03/14/2018	20-30-150-570300-0000 20-00-000-570300-0000	ACH Enabled: False
	Check Total:	235.76			
Vendor: 198946	AT&T Long Distance 1/18 Long Distance 1/18 Long Distance	35.62 35.61	03/14/2018 03/14/2018	20-00-000-570300-0000 10-00-000-570300-0000	ACH Enabled: False
	Check Total:	71.23			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 107285 Cell Reimb	Clint Babicz Qtrly Phone Reimbursement	150.00	03/14/2018	Check Sequence: 14 20-00-000-570300-0000	ACH Enabled: False
	Check Total:	150.00			
Vendor: 198915	Kathleen Baehl Preschool Supplies	277.97	03/14/2018	Check Sequence: 15 20-24-000-535500-4610	ACH Enabled: False
	Check Total:	277.97			
Vendor: 108315 487295712 487295725 487296123	Batteries Plus Floor Cleaner Battery Batteries Lightbulbs	179.90 13.95 57.25	03/14/2018 03/14/2018 03/14/2018	Check Sequence: 16 20-30-150-530300-0000 20-30-450-530210-0000 20-30-450-530300-0000	ACH Enabled: False
	Check Total:	251.10			
Vendor: 108508 0484827	Beacon Athletics Softball Equipment	2,198.00	03/14/2018	Check Sequence: 17 20-21-000-535500-1111	ACH Enabled: False
	Check Total:	2,198.00			
Vendor: 110054 Cell Reimb	Gary Blum Qtrly Cell Reimbursement	150.00	03/14/2018	Check Sequence: 18 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	150.00			
Vendor: 110470 3562	Bravo! Media On-Hold Recording	270.00	03/14/2018	Check Sequence: 19 20-00-000-521600-0000	ACH Enabled: False
	Check Total:	270.00			
Vendor: 198825	Bricks 4 Kids Oak Brook Winter Classes	400.00	03/14/2018	Check Sequence: 20 20-22-000-525500-2370	ACH Enabled: False
	Check Total:	400.00			
Vendor: 199884 379	BSB Club Design Construction/Engineering Platform	4,265.88	03/14/2018	Check Sequence: 21 96-00-880-575110-0000	ACH Enabled: False
	Check Total:	4,265.88			
Vendor: 135160 901632915 901632916	BSN Sports Softball Equipment Baseballs	2,533.30 2,130.60	03/14/2018 03/14/2018	Check Sequence: 22 20-21-000-535500-1111 20-21-000-535500-1233	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
901632916	Baseballs	1,206.00	03/14/2018	20-21-000-535500-1235	
901632916	Baseballs	3,974.40	03/14/2018	20-21-000-535500-1232	
901670969	Equipment	506.74	03/14/2018	20-21-000-535500-1111	
901670969	Equipment	26.97	03/14/2018	20-21-000-535500-1232	
901732971	Volleyball Net	269.99	03/14/2018	20-21-000-535500-1230	
	Check Total:	10,648.00			
Vendor: 112510	Call One			Check Sequence: 23	ACH Enabled: False
	3/15-4/14/18 Facility Lines	313.29	03/14/2018	10-00-000-570300-0000	
	3/15-4/14/18 Facility Lines	313.29	03/14/2018	20-00-000-570300-0000	
	3/15-4/14/18 Facility Lines	235.65	03/14/2018	20-30-100-570300-0000	
	Check Total:	862.23			
Vendor: 200181	Haley Cappozzo			Check Sequence: 24	ACH Enabled: False
	Phillies Training	200.00	03/14/2018	20-21-000-525500-1112	
	Check Total:	200.00			
Vendor: 199204	Carmel Dad's Club			Check Sequence: 25	ACH Enabled: False
	Tournament Fees	400.00	03/14/2018	20-21-000-525500-1172	
	Check Total:	400.00			
Vendor: 112920	Carol Stream Park District			Check Sequence: 26	ACH Enabled: False
	Tournament Fees	420.00	03/14/2018	20-21-000-525500-1112	
	Check Total:	420.00			
Vendor: 113050	Case Lots Inc.			Check Sequence: 27	ACH Enabled: False
185	Maintenance Supplies	80.55	03/14/2018	20-30-100-530300-0000	
	Check Total:	80.55			
Vendor: 113916	Chicago Fire & Burglar Inc.			Check Sequence: 28	ACH Enabled: False
47509	3/1-5/31/18 Monitoring	89.85	03/14/2018	20-30-500-521600-0000	
47555	3/1-5/31/18 Monitoring	132.00	03/14/2018	20-30-300-521600-0000	
	Check Total:	221.85			
Vendor: 190365	Chicagoland Circulation			Check Sequence: 29	ACH Enabled: False
1959	Activity Guide Delivery	2,310.00	03/14/2018	20-00-000-521650-0000	



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,310.00			
Vendor: 199166	Jon Ciero			Check Sequence: 30	ACH Enabled: False
	Supplies	58.79	03/14/2018	20-21-000-535500-1112	
	Supplies	215.89	03/14/2018	20-21-000-535500-1111	
	Supplies	68.47	03/14/2018	20-21-000-535500-1112	
	Check Total:	343.15			
Vendor: 114260	Nicholas Cinquegrani			Check Sequence: 31	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	75.00	03/14/2018	10-00-000-570300-0000	
Cell Reimb	Qtrly Phone Reimbursement	75.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 199962	Christopher Clark			Check Sequence: 32	ACH Enabled: False
	Lacrosse Equipment	174.00	03/14/2018	20-21-000-535500-1172	
	Check Total:	174.00			
Vendor: 115285	ComEd			Check Sequence: 33	ACH Enabled: False
	1/19-2/19/18 Electric	35.44	03/14/2018	10-00-000-570100-0000	
	Check Total:	35.44			
Vendor: 198962	Complete Fence			Check Sequence: 34	ACH Enabled: False
47002	Fence Parts	75.00	03/14/2018	10-10-000-550850-0000	
	Check Total:	75.00			
Vendor: 115272	Computer Explorers			Check Sequence: 35	ACH Enabled: False
	Winter Classes	620.00	03/14/2018	20-24-000-525500-4697	
	Check Total:	620.00			
Vendor: 118590	Conney Safety			Check Sequence: 36	ACH Enabled: False
05493655	Ice Packs	397.60	03/14/2018	20-21-000-535500-1233	
05493655	Ice Packs	198.80	03/14/2018	20-21-000-535500-1111	
05493655	Ice Packs	79.52	03/14/2018	20-21-000-535500-1172	
05493655	Ice Packs	218.73	03/14/2018	20-21-000-535500-1120	
5498654	First Aid Kits	794.96	03/14/2018	20-21-000-535500-1120	
	Check Total:	1,689.61			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 115428	Cool Science			Check Sequence: 37	ACH Enabled: False
1781	Winter Classes	396.00	03/14/2018	20-22-000-525500-2350	
1785	Winter Classes	288.00	03/14/2018	20-22-000-525500-2350	
	Check Total:	684.00			
Vendor: 117803	Cindy Dayton			Check Sequence: 38	ACH Enabled: False
	Preschool Supplies	72.30	03/14/2018	20-24-000-535500-4610	
	Check Total:	72.30			
Vendor: 117920	Mary Defiglia			Check Sequence: 39	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 118510	Lisa Marie DiMaggio			Check Sequence: 40	ACH Enabled: False
	Winter Classes	154.00	03/14/2018	20-22-000-525500-2358	
	Check Total:	154.00			
Vendor: 199414	Divine Signs and Graphics			Check Sequence: 41	ACH Enabled: False
26852	Posters/Signs	332.49	03/14/2018	20-00-000-521650-0000	
26852	Posters/Signs	80.36	03/14/2018	20-30-100-521650-0000	
26852	Posters/Signs	60.27	03/14/2018	20-21-000-535500-1127	
26929	Posters/Signs	1,342.18	03/14/2018	20-00-000-521650-0000	
26929	Posters/Signs	14.50	03/14/2018	20-30-100-521650-0000	
	Check Total:	1,829.80			
Vendor: 199135	Eclipse Select Soccer Club			Check Sequence: 42	ACH Enabled: False
	Tournament Fees	1,200.00	03/14/2018	20-21-000-525500-1127	
	Check Total:	1,200.00			
Vendor: 123370	Elmhurst Park District			Check Sequence: 43	ACH Enabled: False
02102/03	Winter Classes	60.00	03/14/2018	20-22-000-525500-2364	
02104	Winter Classes	223.92	03/14/2018	20-25-000-525500-5702	
	Check Total:	283.92			
Vendor: 199465	Engineering Resource Associates, Inc.			Check Sequence: 44	ACH Enabled: False
180102/07	Parking Lot Engineering	4,825.00	03/14/2018	94-90-805-575150-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	4,825.00			
Vendor: 199731	Colton Erwin			Check Sequence: 45	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	60.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	60.00			
Vendor: 125133	Kathleen Esposito			Check Sequence: 46	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 199573	First Bankcard			Check Sequence: 47	ACH Enabled: False
Babicz	Epic Sports-Equipment	104.30	03/14/2018	20-21-000-535500-1111	
Babicz	Epic Sports-Equipment	149.42	03/14/2018	20-21-000-535500-1232	
Babicz	World Rugby-Equipment	243.75	03/14/2018	20-21-000-535500-1280	
Babicz	Adobe-Creative Cloud	26.56	03/14/2018	20-21-000-525500-1232	
Babicz	Adobe-Creative Cloud	26.55	03/14/2018	20-21-000-525500-1161	
Babicz	Myfonts.com-Sponsor Fonts	97.22	03/14/2018	20-21-000-525500-1234	
Babicz	Amazon-Hand Warmers	55.61	03/14/2018	20-21-000-535500-1230	
Babicz	Managed.com-Website Hosting	220.00	03/14/2018	20-21-000-525500-1111	
Cinquegrani	USPS-Postage	12.20	03/14/2018	10-00-000-521800-0000	
Cinquegrani	Amazon-Vacuum	79.99	03/14/2018	10-00-000-541100-0000	
Cinquegrani	WOW-Internet	99.11	03/14/2018	10-10-000-570300-0000	
Cinquegrani	WOW-Internet	96.95	03/14/2018	20-30-500-570300-0000	
Cinquegrani	IPRA-Annual Dues	269.00	03/14/2018	10-00-000-585250-0000	
Cinquegrani	Comcast-Internet/Cable	450.72	03/14/2018	20-30-100-570300-0000	
Defiglia	NRA-Allergen Certificate	22.00	03/14/2018	20-00-000-585202-0000	
Defiglia	Paper Wristbands-Wristbands	145.95	03/14/2018	20-30-400-530900-0000	
Esposito	Teachers Pay-Academic Information	11.00	03/14/2018	20-24-000-535500-4610	
Esposito	IPRA-Job Posting	165.00	03/14/2018	20-00-000-585250-0000	
Esposito	GE Chamber-Awards Breakfast	290.00	03/14/2018	20-00-000-585250-0000	
Harris	Bricks-Business Meeting	10.41	03/14/2018	10-00-000-585250-0000	
Harris	Bricks-Business Meeting	10.41	03/14/2018	20-00-000-585250-0000	
Harris	Chicks N Salsa-Staff Meeting	157.36	03/14/2018	20-00-000-585290-0000	
Harris	Chicks N Salsa-Staff Meeting	157.36	03/14/2018	10-00-000-585290-0000	
Harris	Maize & Mash-Business Meeting	46.26	03/14/2018	10-00-000-585250-0000	
Harris	Maize & Mash-Business Meeting	46.26	03/14/2018	20-00-000-585250-0000	
Hopkins	Portillo's-Conference Lunch	5.58	03/14/2018	10-10-000-585250-0000	
Hopkins	Egglectic-Conference Lunch	16.53	03/14/2018	10-10-000-585250-0000	
Hopkins	Watchdog Goose-Goose Deterrent	240.27	03/14/2018	10-10-000-550250-0000	
Hopkins	Staples-Supplies	8.62	03/14/2018	10-10-000-530320-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Marquez	Revolution-Tights	159.40	03/14/2018	20-26-000-535500-6817	
Marquez	ITunes-Recital Music	12.99	03/14/2018	20-26-000-535500-6817	
Marquez	Walmart-Storage Totes	11.76	03/14/2018	20-23-000-535500-3510	
Marquez	Walmart-Tablecloth	14.82	03/14/2018	20-26-000-535500-6816	
Marquez	Fun Express-Daddy/Daughter Dance	67.49	03/14/2018	20-26-000-535500-6816	
Marquez	Green Branch-Corsages	821.94	03/14/2018	20-26-000-535500-6816	
Marquez	Walmart-Daddy/Daughter Dance	7.41	03/14/2018	20-26-000-535500-6816	
Marquez	Weissman-Costumes	1,577.90	03/14/2018	20-26-000-535500-6817	
Marquez	Revolution-Costumes	891.55	03/14/2018	20-26-000-535500-6817	
Marquez	Jewel-Supplies	10.99	03/14/2018	20-25-000-535500-5728	
Marquez	Paramount-Tickets	270.50	03/14/2018	20-25-000-535500-5702	
Miller	Rosatis-Staff Meeting	59.08	03/14/2018	20-30-100-530100-0000	
Norman	Buffalo Wild Wings-Seminar Lunch	71.92	03/14/2018	10-10-000-585250-0000	
Norman	PDRMA-Seminar	50.00	03/14/2018	10-10-000-585250-0000	
Norman	Pellets Inc.-Owl Pellets	155.00	03/14/2018	94-90-000-575170-0000	
Okray	SproutSocial-Social Media	53.00	03/14/2018	20-00-000-521650-0000	
Okray	Facebook-Social Media	33.96	03/14/2018	20-30-100-521650-0000	
Okray	Adobe-Stock Photography	90.41	03/14/2018	20-00-000-530450-0000	
Okray	Kidslis-Advertising	175.00	03/14/2018	20-30-100-521650-0000	
Okray	Kidslis-Advertising	100.00	03/14/2018	20-00-000-521650-0000	
Okray	LJ Holloway-Photography	39.99	03/14/2018	20-00-000-521650-0000	
Okray	UPrinting-Rack Cards	113.30	03/14/2018	20-00-000-521650-0000	
Okray	Adobe-Creative Cloud	49.99	03/14/2018	20-00-000-521650-0000	
Okray	UPrinting-Tennis Brochures	284.43	03/14/2018	20-00-000-521650-0000	
Okray	Divine Signs-Posters	14.50	03/14/2018	20-00-000-585175-0000	
Okray	Divine Signs-Exit Signs	112.00	03/14/2018	20-30-100-521650-0000	
Okray	UPrinting-Brochures	244.10	03/14/2018	20-30-100-521650-0000	
Okray	UPrinting-Rack Cards	134.58	03/14/2018	20-00-000-521650-0000	
Okray	Mailchimp-Email Marketing	97.50	03/14/2018	20-00-000-521650-0000	
Okray	Mailchimp-Email Marketing	30.00	03/14/2018	20-30-100-521650-0000	
Okray	UPrinting-Meet & Greet Postcards	242.59	03/14/2018	20-00-000-585100-0000	
Okray	Fiber Frame-Banner Frame	380.00	03/14/2018	20-30-100-521650-0000	
Okray	USPS-Meet & Greet Postage	421.75	03/14/2018	20-00-000-585100-0000	
Okray	Zoho-Sponsorship	7.00	03/14/2018	20-00-000-585175-0000	
Okray	Dropbox-File Sharing	9.99	03/14/2018	20-00-000-521650-0000	
Okray	Nashville Wraps-Recognition Supplies	54.10	03/14/2018	20-00-000-521650-0000	
Okray	Amazon-Photo Contest Prizes	90.00	03/14/2018	20-00-000-521650-0000	
Okray	Amazon-Supplies	68.14	03/14/2018	20-00-000-521650-0000	
Okray	UPrinting-Gift Certificates	674.83	03/14/2018	20-00-000-521650-0000	
Okray	Divine Signs-Posters	51.50	03/14/2018	20-00-000-521650-0000	
Okray	Barones-Photo Contest Prizes	60.00	03/14/2018	20-00-000-521650-0000	
Okray	UPrinting-Brochures	315.63	03/14/2018	20-00-000-521650-0000	
Robinson	Amazon-Cart	26.77	03/14/2018	20-24-000-535500-4598	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Robinson	Amazon-Toys	81.94	03/14/2018	20-24-000-535500-4610	
Robinson	Disc School-Paper	2.80	03/14/2018	20-24-000-535500-4610	
Robinson	Fun Express-Crafts	73.83	03/14/2018	20-24-000-535500-4610	
Robinson	Disc School-Glue/Clay	152.52	03/14/2018	20-24-000-535500-4610	
Robinson	Walmart-Snacks	51.43	03/14/2018	20-24-000-535500-4610	
Robinson	Amazn-Ink	71.98	03/14/2018	20-24-000-535500-4610	
Robinson	Lamination Depot-Laminating Film	134.89	03/14/2018	20-24-000-535500-4610	
Robinson	Amazon-Toys	97.08	03/14/2018	20-24-000-535500-4610	
Robinson	Amazon-Pond Algaefix	144.28	03/14/2018	20-30-300-530300-0000	
Robinson	Fun Express-Crafts	140.59	03/14/2018	20-24-000-535500-4610	
Thomas	Teamsnap-Website Hosting	170.36	03/14/2018	20-21-000-525500-1123	
	Check Total:	12,543.90			
Vendor: 129187	Renaе Frigo			Check Sequence: 48	ACH Enabled: False
	Burn Permits	241.90	03/14/2018	94-90-000-575170-0000	
	Rain Barrels	120.00	03/14/2018	20-22-000-535500-2375	
	Earth Day Meeting	70.18	03/14/2018	10-00-000-585250-0000	
Cell Reimb	Qtrly Phone Reimbursement	60.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	492.08			
Vendor: 129900	Future Pros			Check Sequence: 49	ACH Enabled: False
	Winter Programs	5,832.40	03/14/2018	20-21-000-525500-1126	
	Winter Academy	76,013.42	03/14/2018	20-21-000-525500-1127	
	Check Total:	81,845.82			
Vendor: 132271	Grainger, Inc.			Check Sequence: 50	ACH Enabled: False
9698059582	Heater Timer	34.23	03/14/2018	20-30-350-530210-0000	
	Check Total:	34.23			
Vendor: 133300	Tracy Gustello			Check Sequence: 51	ACH Enabled: False
	Preschool Supplies	45.95	03/14/2018	20-24-000-535500-4610	
	Check Total:	45.95			
Vendor: 199895	Christine Hartnett			Check Sequence: 52	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 135308	Heart Smart Technology			Check Sequence: 53	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
334668	AED Wall Cabinets	384.00	03/14/2018	20-30-100-530102-0000	
	Check Total:	384.00			
Vendor: 137160	Holsteins Garage			Check Sequence: 54	ACH Enabled: False
311	State Fleet Inspections	875.00	03/14/2018	10-10-000-530340-0000	
47776	Truck Light Repair	12.00	03/14/2018	10-10-000-530340-0000	
	Check Total:	887.00			
Vendor: 137280	Dan Hopkins			Check Sequence: 55	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	150.00			
Vendor: 200043	Hot Shots Sports-Chicago			Check Sequence: 56	ACH Enabled: False
567	Fall Classes	637.00	03/14/2018	20-30-100-525500-0000	
640	Winter Classes	627.00	03/14/2018	20-30-100-525500-0000	
	Check Total:	1,264.00			
Vendor: 141722	Illinois Boys Lacrosse Association			Check Sequence: 57	ACH Enabled: False
GE030218	League Fees	6,400.00	03/14/2018	20-21-000-525500-1172	
	Check Total:	6,400.00			
Vendor: 141750	Illinois Dept of Agriculture			Check Sequence: 58	ACH Enabled: False
	Herbicide License Renewals	295.00	03/14/2018	10-10-000-585250-0000	
	Check Total:	295.00			
Vendor: 200186	Illinois Fire Juniors			Check Sequence: 59	ACH Enabled: False
	Tournament Fees	625.00	03/14/2018	20-21-000-525500-1127	
	Tournament Fees	700.00	03/14/2018	20-21-000-525500-1127	
	Check Total:	1,325.00			
Vendor: 198911	Imagetec LP Supplies			Check Sequence: 60	ACH Enabled: False
512903	2/18-5/18 Maintenance Agreement	761.62	03/14/2018	10-00-000-521520-0000	
512903	2/18-5/18 Maintenance Agreement	1,442.24	03/14/2018	20-00-000-521520-0000	
514119	Toner	239.95	03/14/2018	10-10-000-530100-0000	
	Check Total:	2,443.81			
Vendor: 199484	Kate Jaskowiak			Check Sequence: 61	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Preschool Supplies	77.89	03/14/2018	20-24-000-535500-4610	
	Check Total:	77.89			
Vendor: 123355 20084660	Jeff Ellis & Associates Instructor Materials	129.00	03/14/2018	20-30-100-585202-0000	ACH Enabled: False
	Check Total:	129.00			
Vendor: 199968 Cell Reimb	Hugh Johnson New Phone Reimbursement Qtrly Phone Reimbursement	100.00 150.00	03/14/2018 03/14/2018	10-10-000-570300-0000 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	250.00			
Vendor: 200112	Mary Johnson Preschool Supplies	89.18	03/14/2018	20-24-000-535500-4610	ACH Enabled: False
	Check Total:	89.18			
Vendor: 145940	JP Sports Tournament Fees	1,030.00	03/14/2018	20-21-000-525500-1233	ACH Enabled: False
	Check Total:	1,030.00			
Vendor: 148305	Rebecca Karales 2/18 Mileage	10.90	03/14/2018	20-00-000-585270-0000	ACH Enabled: False
	Check Total:	10.90			
Vendor: 199216	Kickers Soccer Club Tournament Fees	880.00	03/14/2018	20-21-000-525500-1127	ACH Enabled: False
	Check Total:	880.00			
Vendor: 199594 168462003	Kimley-Horn And Associates, Inc. Topographic Survey Ackerman	22,000.00	03/14/2018	94-90-805-575110-0000	ACH Enabled: False
	Check Total:	22,000.00			
Vendor: 199859	Jim Laubinger Tournament Fees	516.00	03/14/2018	20-21-000-525500-1233	ACH Enabled: False
	Check Total:	516.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 152045	Len's Ace Hardware			Check Sequence: 70	ACH Enabled: False
	Maintenance Supplies	41.02	03/14/2018	20-30-100-530300-0000	
	Key Duplication	17.93	03/14/2018	10-10-000-530900-0000	
	Sink repairs	19.77	03/14/2018	20-30-350-530210-0000	
	Meter Repairs	49.90	03/14/2018	20-30-350-530210-0000	
	Gas Valves	75.08	03/14/2018	20-30-350-530210-0000	
	Washer Fluid	7.26	03/14/2018	20-30-350-530210-0000	
	Heaters	48.58	03/14/2018	10-00-000-530100-0000	
	Contact Paper	17.96	03/14/2018	20-30-300-530210-0000	
	Steel Rod	7.19	03/14/2018	10-10-000-530300-0000	
	Check Total:	284.69			
Vendor: 154770	Jessica Marquez			Check Sequence: 71	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 156220	McMaster Carr Supply			Check Sequence: 72	ACH Enabled: False
55223705	Hose Wrench/Batteries	80.48	03/14/2018	10-10-000-530300-0000	
55330881	Deck Wheel Bolts	29.19	03/14/2018	10-10-000-530210-0000	
	Check Total:	109.67			
Vendor: 156599	Menard's			Check Sequence: 73	ACH Enabled: False
72614	Heater Installation Parts	180.17	03/14/2018	10-10-000-550200-0000	
77410	Pothole Patch	53.94	03/14/2018	10-10-000-550500-0000	
77465	Toilet Auger/Drill Bits	20.96	03/14/2018	10-10-000-530300-0000	
77569	Seeds	20.51	03/14/2018	20-22-000-535500-2375	
77581	Swivel Wheels	7.98	03/14/2018	20-30-200-530210-0000	
77670	Maintenance Supplies	58.71	03/14/2018	10-10-000-530300-0000	
78002	Cleaning Supplies	11.75	03/14/2018	10-10-000-530600-0000	
78085	Paint	7.92	03/14/2018	20-30-100-530300-0000	
78169/85/88	Pothole Patch	227.24	03/14/2018	10-10-000-550500-0000	
78295	Batteries	13.99	03/14/2018	10-10-000-530300-0000	
78625/04	Batting Cage Repairs	55.95	03/14/2018	10-10-000-550850-0000	
78629	Batting Cage Repairs	10.31	03/14/2018	10-10-000-530300-0000	
	Check Total:	669.43			
Vendor: 199925	Mercury Screen Printing			Check Sequence: 74	ACH Enabled: False
6197	Lacrosse Uniforms	12,475.00	03/14/2018	20-21-000-535500-1172	
6375	Coaches Shirts	2,080.00	03/14/2018	20-21-000-535500-1172	
6394	Hats	920.00	03/14/2018	20-21-000-535500-1172	



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	15,475.00			
Vendor: 200184 204890	Midco Electric Supply, Inc. Contactors/Timers	390.00	03/14/2018	Check Sequence: 75 20-30-350-530210-0000	ACH Enabled: False
	Check Total:	390.00			
Vendor: 200107 Cell Reimb	Ryan Miller Qtrly Phone Reimbursement	150.00	03/14/2018	Check Sequence: 76 20-00-000-570300-0000	ACH Enabled: False
	Check Total:	150.00			
Vendor: 161205	Nicor Gas 1/25-2/23/18 Gas 2/1-2/7/18 Gas	165.21 61.86	03/14/2018 03/14/2018	Check Sequence: 77 10-00-000-570200-0000 20-30-350-570200-0000	ACH Enabled: False
	Check Total:	227.07			
Vendor: 106590 44353 44354	Nite Lite Signs & Balloons Touch-A-Truck Deposit 7/4 Activities Deposit	347.00 1,987.50	03/14/2018 03/14/2018	Check Sequence: 78 20-26-000-525500-6813 20-26-000-525500-6812	ACH Enabled: False
	Check Total:	2,334.50			
Vendor: 161204 Cell Reimb	Scott Norman Qtrly Phone Reimbursement	150.00	03/14/2018	Check Sequence: 79 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	150.00			
Vendor: 163300	Office Depot Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies	51.04 51.03 43.86 47.72 47.72 80.97 25.96 55.65 55.64	03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018 03/14/2018	Check Sequence: 80 10-00-000-530100-0000 20-00-000-530100-0000 20-30-100-530100-0000 10-00-000-530100-0000 20-00-000-530100-0000 10-10-000-530100-0000 20-24-000-535500-4610 10-00-000-530100-0000 20-00-000-530100-0000	ACH Enabled: False
	Check Total:	459.59			
Vendor: 163593 Cell Reimb	Courtney Okray Qtrly Phone Reimbursement	150.00	03/14/2018	Check Sequence: 81 20-00-000-570300-0000	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	150.00			
Vendor: 200182	Orland Youth Association Tournament Fees	475.00	03/14/2018	Check Sequence: 82 20-21-000-525500-1112	ACH Enabled: False
	Check Total:	475.00			
Vendor: 200105	Paddock Publications, Inc. Prep Sports Ad	125.00	03/14/2018	Check Sequence: 83 20-30-100-521650-0000	ACH Enabled: False
	Check Total:	125.00			
Vendor: 168990	Diana Palermo Preschool Supplies	204.07	03/14/2018	Check Sequence: 84 20-24-000-535500-4610	ACH Enabled: False
	Check Total:	204.07			
Vendor: 101134	PDRMA			Check Sequence: 85	ACH Enabled: False
	2/18 Health Insurance	4,904.68	03/14/2018	10-00-000-565100-0000	
	2/18 Health Insurance	10,536.36	03/14/2018	20-00-000-565100-0000	
	2/18 Health Insurance	13,057.00	03/14/2018	10-10-000-565100-0000	
	2/18 Health Insurance	3,216.22	03/14/2018	20-30-100-565100-0000	
	2/18 Health Insurance	198.82	03/14/2018	20-30-150-565100-0000	
	2/18 Health Insurance	326.54	03/14/2018	20-30-200-565100-0000	
	2/18 Health Insurance	166.31	03/14/2018	20-30-300-565100-0000	
	2/18 Health Insurance	189.20	03/14/2018	20-30-350-565100-0000	
	2/18 Health Insurance	166.31	03/14/2018	20-30-400-565100-0000	
	2/18 Health Insurance	1,176.39	03/14/2018	20-30-450-565100-0000	
	2/18 Health Insurance	375.81	03/14/2018	20-30-500-565100-0000	
	2/18 Health Insurance	476.33	03/14/2018	55-00-000-565100-0000	
	2/18 Property Insurance	5,412.79	03/14/2018	10-00-000-560600-0000	
	2/18 Liability Insurance	2,636.65	03/14/2018	10-00-000-560600-0000	
	2/18 Workers Compensation Insurance	3,976.83	03/14/2018	10-00-000-560200-0000	
	2/18 Employment Practice Insurance	907.82	03/14/2018	10-00-000-560600-0000	
	2/18 Pollution Liability Insurance	161.02	03/14/2018	10-00-000-560600-0000	
1520461407	Aquatic Seminar	50.00	03/14/2018	20-00-000-585202-0000	
	Check Total:	47,935.08			
Vendor: 200177	Performance Chemical & Supply, Inc.			Check Sequence: 86	ACH Enabled: False
219871	Cleaning Supplies	277.00	03/14/2018	20-30-100-530300-0000	
220033	Floor Scrubber Repair/Parts	598.52	03/14/2018	20-30-100-530300-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	875.52			
Vendor: 200185	Matt Peterson			Check Sequence: 87	ACH Enabled: False
	Senior Lunch Performance	175.00	03/14/2018	20-25-000-525500-5728	
	Check Total:	175.00			
Vendor: 199121	Pitney Bowes Global			Check Sequence: 88	ACH Enabled: False
3101987256	12/17-3/18 Lease	183.01	03/14/2018	10-00-000-521400-0000	
3101987256	12/17-3/18 Lease	183.01	03/14/2018	20-00-000-521400-0000	
	Check Total:	366.02			
Vendor: 198883	Paul Pitts			Check Sequence: 89	ACH Enabled: False
Cell Reimb	Quarterly Phone Reimbursement	60.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	60.00			
Vendor: 171043	Plaques Plus, Inc.			Check Sequence: 90	ACH Enabled: False
DO201-29	Soccer Awards	637.74	03/14/2018	20-21-000-535500-1121	
DO212-15	Recognition Plaques	90.24	03/14/2018	20-21-000-535500-1232	
DO212-25	Basketball Trophies	1,553.54	03/14/2018	20-21-000-535500-1141	
	Check Total:	2,281.52			
Vendor: 199747	Jade Podschweit			Check Sequence: 91	ACH Enabled: False
190	Photography	130.00	03/14/2018	20-00-000-585175-0000	
	Check Total:	130.00			
Vendor: 171395	Porter Pipe and Supply Co.			Check Sequence: 92	ACH Enabled: False
11693395	Gaskets	184.56	03/14/2018	10-10-000-550300-0000	
	Check Total:	184.56			
Vendor: 200133	Power Systems			Check Sequence: 93	ACH Enabled: False
8345630	Equipment	217.45	03/14/2018	20-30-100-530102-0000	
	Check Total:	217.45			
Vendor: 173290	Dave Rajeck			Check Sequence: 94	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	60.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	60.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 158500	Bob Morrow Ref's Inc.			Check Sequence: 95	ACH Enabled: False
	2/18 Basketball Referees	1,680.00	03/14/2018	20-21-000-525500-1140	
	2/18 Basketball Referees	6,006.00	03/14/2018	20-21-000-525500-1141	
	Check Total:	7,686.00			
Vendor: 173930	Reindeers, Inc.			Check Sequence: 96	ACH Enabled: False
1720371	Toro 580 Repairs	7.90	03/14/2018	10-10-000-530210-0000	
	Check Total:	7.90			
Vendor: 131601	Revere Electric			Check Sequence: 97	ACH Enabled: False
3483490/CM	AMP Breaker	57.19	03/14/2018	10-10-000-550300-0000	
	Check Total:	57.19			
Vendor: 174978	Jeannie Robinson			Check Sequence: 98	ACH Enabled: False
	Preschool Supplies	38.12	03/14/2018	20-24-000-535500-4610	
Cell Reimb	Qtrly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	188.12			
Vendor: 175540	Roselynn Fashions, LTD			Check Sequence: 99	ACH Enabled: False
20180079	Jerseys	250.00	03/14/2018	20-21-000-535500-1172	
20180085	Shirts	35.20	03/14/2018	20-21-000-535500-1141	
	Check Total:	285.20			
Vendor: 199058	Rotary Club of Glen Ellyn			Check Sequence: 100	ACH Enabled: False
	Chamber Fundraiser	150.00	03/14/2018	20-00-000-585250-0000	
6901	Monthly Dues	73.50	03/14/2018	20-00-000-585250-0000	
6901	Monthly Dues	73.50	03/14/2018	10-00-000-585250-0000	
	Check Total:	297.00			
Vendor: 199946	Ruggers Rugby Supply			Check Sequence: 101	ACH Enabled: False
40261	Uniforms	2,223.00	03/14/2018	20-21-000-535500-1280	
	Check Total:	2,223.00			
Vendor: 176093	Russo Power Equipment			Check Sequence: 102	ACH Enabled: False
4747535	Blower Repairs	224.72	03/14/2018	10-10-000-530210-0000	
	Check Total:	224.72			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 177370	SchoolPride			Check Sequence: 103	ACH Enabled: False
57497	Window Decals	312.50	03/14/2018	20-21-000-535500-1111	
57497	Window Decals	797.50	03/14/2018	20-21-000-535500-1112	
	Check Total:	1,110.00			
Vendor: 178050	Selsor's Pumping Service Inc.			Check Sequence: 104	ACH Enabled: False
212221	Emergency Flooding Equipment	1,500.00	03/14/2018	20-30-450-521600-0000	
	Check Total:	1,500.00			
Vendor: 178058	Seminole Sports, LLC			Check Sequence: 105	ACH Enabled: False
	Tournament Fees	120.00	03/14/2018	20-21-000-525500-1233	
	Check Total:	120.00			
Vendor: 178125	Service Sanitations			Check Sequence: 106	ACH Enabled: False
7477473	Port O Let Rental	80.00	03/14/2018	10-10-000-521600-0000	
	Check Total:	80.00			
Vendor: 178253	Debra Shakin			Check Sequence: 107	ACH Enabled: False
	Adventuretime Supplies	91.54	03/14/2018	20-24-000-535500-4643	
	Check Total:	91.54			
Vendor: 178569	Mary Sherwin			Check Sequence: 108	ACH Enabled: False
	Preschool Supplies	29.02	03/14/2018	20-24-000-535500-4610	
	Check Total:	29.02			
Vendor: 200038	Chad Shingler			Check Sequence: 109	ACH Enabled: False
Cell Reimb	Quarterly Phone Reimbursement	150.00	03/14/2018	20-00-000-570300-0000	
	Check Total:	150.00			
Vendor: 179030	Sign A Rama			Check Sequence: 110	ACH Enabled: False
10473	Yard Signs	264.00	03/14/2018	20-21-000-535500-1172	
10479	Yard Signs	550.00	03/14/2018	20-21-000-535500-1127	
10479	Yard Signs	330.00	03/14/2018	20-21-000-535500-1123	
10498	Sponsor Banner	65.00	03/14/2018	20-21-000-525500-1234	
	Check Total:	1,209.00			
Vendor: 199260	Single Path, LLC			Check Sequence: 111	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
20655642	2/18 Anti-Virus Software	233.50	03/14/2018	10-00-000-521400-0000	
20655642	2/18 Anti-Virus Software	233.50	03/14/2018	20-00-000-521400-0000	
20655801	2/18 IT Support	1,217.80	03/14/2018	10-00-000-521400-0000	
20655801	2/18 IT Support	1,217.80	03/14/2018	20-00-000-521400-0000	
20655858	2/18 Office 365 Subscription	226.50	03/14/2018	20-00-000-521400-0000	
20655858	2/18 Office 365 Subscription	226.50	03/14/2018	10-00-000-521400-0000	
	Check Total:	3,355.60			
Vendor: 198968	Daniel Smith			Check Sequence: 112	ACH Enabled: False
Cell Reimb	Qtrly Phone Reimbursement	60.00	03/14/2018	10-10-000-570300-0000	
	Check Total:	60.00			
Vendor: 199531	Soccer 2000			Check Sequence: 113	ACH Enabled: False
01004646	Pinnies/Cones	1,515.00	03/14/2018	20-21-000-535500-1120	
	Check Total:	1,515.00			
Vendor: 180280	Sockers FC Chicago			Check Sequence: 114	ACH Enabled: False
	Tournament Fees	750.00	03/14/2018	20-21-000-525500-1127	
	Check Total:	750.00			
Vendor: 154660	Sodexho, Inc. & Affiliates			Check Sequence: 115	ACH Enabled: False
211193	2/18 Senior Luncheon	87.20	03/14/2018	20-25-000-525500-5728	
	Check Total:	87.20			
Vendor: 199963	Sticky Fingers Cooking			Check Sequence: 116	ACH Enabled: False
3645	Winter Classes	756.00	03/14/2018	20-22-000-525500-2314	
	Check Total:	756.00			
Vendor: 181775	Streamwood Park District			Check Sequence: 117	ACH Enabled: False
	Tournament Fees	400.00	03/14/2018	20-21-000-525500-1112	
	Check Total:	400.00			
Vendor: 182050	Suburban Door Check & Lock			Check Sequence: 118	ACH Enabled: False
496795	Rekey Lock	212.95	03/14/2018	20-30-450-530210-0000	
497352	Repair ADA Button	215.00	03/14/2018	55-00-000-575915-0000	
	Check Total:	427.95			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 182470 1503737	Swank Motion Pictures Dive In Movie	395.00	03/14/2018	Check Sequence: 119 20-30-500-530907-0000	ACH Enabled: False
	Check Total:	395.00			
Vendor: 199341	Team 6 Soccer Referee Fees	4,195.50	03/14/2018	Check Sequence: 120 20-21-000-525500-1121	ACH Enabled: False
	Check Total:	4,195.50			
Vendor: 183781	Terrace Supply Company CO2	41.44	03/14/2018	Check Sequence: 121 20-30-500-530600-0000	ACH Enabled: False
	Check Total:	41.44			
Vendor: 200061 3018	The Perfect Swing & TPS Sports Catcher's Gear	1,032.00	03/14/2018	Check Sequence: 122 20-21-000-535500-1233	ACH Enabled: False
	Check Total:	1,032.00			
Vendor: 199807 Cell Reimb	Michael Thomas Jr. Qtrly Phone Reimbursement	150.00	03/14/2018	Check Sequence: 123 20-00-000-570300-0000	ACH Enabled: False
	Check Total:	150.00			
Vendor: 199084 Cell Reimb	Javier Vargas Qtrly Phone Reimbursement	60.00	03/14/2018	Check Sequence: 124 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	60.00			
Vendor: 199127 Cell Reimb	Luis Vargas Qtrly Phone Reimbursement	60.00	03/14/2018	Check Sequence: 125 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	60.00			
Vendor: 190330	Village of Glen Ellyn 2/18 Fuel	1,794.26	03/14/2018	Check Sequence: 126 10-10-000-530500-0000	ACH Enabled: False
	Check Total:	1,794.26			
Vendor: 199264 3815906	Warehouse Direct Maintenance Supplies	208.19	03/14/2018	Check Sequence: 127 20-30-100-530300-0000	ACH Enabled: False
	Check Total:	208.19			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 192415 Cell Reimb	Eric Wassell Qtrly Phone Reimbursement	60.00	03/14/2018	Check Sequence: 128 10-10-000-570300-0000	ACH Enabled: False
	Check Total:	60.00			
Vendor: 199541	Benjamin Weber Frosty Referee Fees	60.00	03/14/2018	Check Sequence: 129 20-21-000-525500-1127	ACH Enabled: False
	Check Total:	60.00			
Vendor: 200188	Ethan Weber Frosty Referee Fees	120.00	03/14/2018	Check Sequence: 130 20-21-000-525500-1127	ACH Enabled: False
	Check Total:	120.00			
Vendor: 199040 1147	Wee Heart Music Winter Classes	10,353.60	03/14/2018	Check Sequence: 131 20-22-000-525500-2362	ACH Enabled: False
	Check Total:	10,353.60			
Vendor: 200189	Tyler Yeager Frosty Referee Fees	45.00	03/14/2018	Check Sequence: 132 20-21-000-525500-1127	ACH Enabled: False
	Check Total:	45.00			
Vendor: 197576 Cell Reimb	Myron Yocum Qtrly Cell Reimbursement	60.00	03/14/2018	Check Sequence: 133 20-00-000-570300-0000	ACH Enabled: False
	Check Total:	60.00			
	Total for Check Run:	313,782.78			
	Total of Number of Checks:	133			



# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
Printed: 03/06/2018 - 11:42AM  
Batch: 00003.03.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 199021	Deere & Company			Check Sequence: 1	ACH Enabled: False
116037848	John Deere TX Gator	8,254.97	03/06/2018	85-10-000-575300-0000	
116037848	John Deere 4X2 Trade In	-750.00	03/06/2018	85-10-000-485215-0000	
	Check Total:	<u>7,504.97</u>			
	Total for Check Run:	<u>7,504.97</u>			
	Total of Number of Checks:	<u>1</u>			

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
 Printed: 03/06/2018 - 11:39AM  
 Batch: 00002.03.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 105807	AT&T			Check Sequence: 1	ACH Enabled: False
	2/16-3/15/18 Service	70.49	03/05/2018	20-30-350-570300-0000	
	Check Total:	70.49			
Vendor: 198894	AT&T			Check Sequence: 2	ACH Enabled: False
	2/19-3/18/18 MSRC Fax	26.47	03/05/2018	20-00-000-570300-0000	
	2/19-3/18/18 Elevator Alarm	280.00	03/05/2018	20-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	864.94	03/05/2018	10-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	864.93	03/05/2018	20-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	59.85	03/05/2018	20-30-350-570300-0000	
	2/19-3/18/18 Facility Lines	24.64	03/05/2018	20-30-150-570300-0000	
	2/19-3/18/18 Facility Lines	27.48	03/05/2018	20-30-500-570300-0000	
	2/19-3/18/18 Facility Lines	27.18	03/05/2018	10-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	62.04	03/05/2018	20-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	35.58	03/05/2018	20-30-450-570300-0000	
	2/19-3/18/18 Facility Lines	22.35	03/05/2018	20-30-450-570300-0000	
	2/19-3/18/18 Facility Lines	31.80	03/05/2018	20-30-450-570300-0000	
	2/19-3/18/18 HVAC Modem	22.71	03/05/2018	20-30-450-570300-0000	
	2/19-3/18/18 Pavillion Fax	36.52	03/05/2018	20-30-450-570300-0000	
	2/19-3/18/18 Copy Room Fax	22.03	03/05/2018	20-00-000-570300-0000	
	2/19-3/18/18 Facility Lines	48.11	03/05/2018	20-30-300-570300-0000	
	2/19-3/18/18 Facility Lines	22.35	03/05/2018	20-30-300-570300-0000	
	2/19-3/18/18 Facility Lines	22.35	03/05/2018	20-30-300-570300-0000	
	2/19-3/18/18 Facility Lines	23.35	03/05/2018	20-30-300-570300-0000	
	2/19-3/18/18 Facility Lines	18.28	03/05/2018	20-30-500-570300-0000	
	Check Total:	2,542.96			
Vendor: 198951	Barrington Youth Baseball			Check Sequence: 3	ACH Enabled: False
	Tournament Fees	465.00	03/05/2018	20-21-000-525500-1233	
	Check Total:	465.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 112920	Carol Stream Park District Tournament Fees	840.00	03/05/2018	Check Sequence: 4 20-21-000-525500-1112	ACH Enabled: False
	Check Total:	840.00			
Vendor: 200190	Gifts Galore			Check Sequence: 5	ACH Enabled: False
0024404	Easter Eggs	388.85	03/05/2018	20-26-000-535500-6820	
0024404	Easter Eggs	400.00	03/05/2018	20-00-000-585175-0000	
	Check Total:	788.85			
Vendor: 200113	Groot, Inc.			Check Sequence: 6	ACH Enabled: False
	3/2018 Scavenger Services	195.00	03/05/2018	10-00-000-521300-0000	
	3/2018 Scavenger Services	68.00	03/05/2018	20-30-200-521300-0000	
	3/2018 Scavenger Services	87.00	03/05/2018	20-30-450-521300-0000	
	3/2018 Scavenger Services	184.36	03/05/2018	20-30-300-521300-0000	
	3/2018 Scavenger Services	379.00	03/05/2018	10-00-000-521300-0000	
	3/2018 Scavenger Services	191.00	03/05/2018	20-30-500-521300-0000	
	3/2018 Scavenger Services	173.00	03/05/2018	20-30-100-521300-0000	
	3/2018 Scavenger Services	188.00	03/05/2018	20-30-150-521300-0000	
	Check Total:	1,465.36			
Vendor: 145940	JP Sports			Check Sequence: 7	ACH Enabled: False
	Tournament Fees	515.00	03/05/2018	20-21-000-525500-1233	
	Check Total:	515.00			
Vendor: 200187	Palatine Bulldogs			Check Sequence: 8	ACH Enabled: False
	Tournament Fees	250.00	03/05/2018	20-21-000-525500-1233	
	Check Total:	250.00			
Vendor: 199137	Premier Sports LLC			Check Sequence: 9	ACH Enabled: False
	Tournament Fees	629.00	03/05/2018	20-21-000-525500-1233	
	Check Total:	629.00			
Vendor: 176971	Sam's Club Direct			Check Sequence: 10	ACH Enabled: False
	Daddy/Daughter Dance	26.96	03/05/2018	20-26-000-535500-6816	
	Maintenance Supplies	93.28	03/05/2018	20-30-200-530310-0000	
	Fitness Supplies	29.96	03/05/2018	20-30-450-530102-0000	
	Maintenance Supplies	89.53	03/05/2018	20-30-450-530310-0000	
	Maintenance Supplies	380.45	03/05/2018	20-30-100-530300-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Preschool Supplies	273.91	03/05/2018	20-24-000-535500-4610	
	Daddy/Daughter Dance	53.86	03/05/2018	20-26-000-535500-6816	
	Check Total:	947.95			
Vendor: 181775	Streamwood Park District Tournament Fees	400.00	03/05/2018	20-21-000-525500-1112	Check Sequence: 11 ACH Enabled: False
	Check Total:	400.00			
Vendor: 101537	Verizon Wireless 2/21-3/20/18 Parks Cell Phones 2/21-3/20/18 Harris Cell Phone 2/21-3/20/18 Harris Cell Phone 2/21-3/20/18 Program Cell Phone 2/21-3/20/18 Program Cell Phone 2/21-3/20/18 Program Cell Phone 2/21-3/20/18 Hotspot	99.77 32.08 32.08 29.76 88.21 29.76 38.01	03/05/2018 03/05/2018 03/05/2018 03/05/2018 03/05/2018 03/05/2018 03/05/2018	10-10-000-570300-0000 10-00-000-570300-0000 20-00-000-570300-0000 20-24-000-535500-4625 20-24-000-535500-4631 20-24-000-535500-4643 20-00-000-570300-0000	Check Sequence: 12 ACH Enabled: False
	Check Total:	349.67			
Vendor: 199191	VHCBS Tournament Fees	475.00	03/05/2018	20-21-000-525500-1233	Check Sequence: 13 ACH Enabled: False
	Check Total:	475.00			
Vendor: 199593	WDBA Tournament Fees	400.00	03/05/2018	20-21-000-525500-1112	Check Sequence: 14 ACH Enabled: False
	Check Total:	400.00			
	Total for Check Run:	10,139.28			
	Total of Number of Checks:	14			

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
Printed: 02/27/2018 - 9:09AM  
Batch: 00009.02.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 199950	Midwest Transit Equipment			Check Sequence: 1	ACH Enabled: False
	ADA Bus Repairs	1,596.73	02/27/2018	55-00-000-575915-0000	
	Check Total:	1,596.73			
	Total for Check Run:	1,596.73			
	Total of Number of Checks:	1			

# Accounts Payable

## Computer Check Proof List by Vendor

User: cyocum  
 Printed: 02/22/2018 - 2:42PM  
 Batch: 00007.02.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 200183	Burbank Park District State Meet T-Shirts	480.00	02/23/2018	Check Sequence: 1 20-21-000-535500-1170	ACH Enabled: False
	Check Total:	480.00			
Vendor: 106040	Cintas Corporation No. 2			Check Sequence: 2	ACH Enabled: False
94022144	1/1-3/31/18 Monitoring	232.76	02/23/2018	20-30-200-521600-0000	
94022144	1/1-3/31/18 Monitoring	232.76	02/23/2018	20-30-450-521600-0000	
94022144	1/1-3/31/18 Monitoring	71.43	02/23/2018	20-30-300-521600-0000	
94022144	1/1-3/31/18 Monitoring	232.76	02/23/2018	20-30-350-521600-0000	
94022144	1/1-3/31/18 Monitoring	232.76	02/23/2018	20-30-150-521600-0000	
94022144	1/1-3/31/18 Monitoring	232.76	02/23/2018	20-30-500-521600-0000	
94022144	1/1-3/31/18 Monitoring	232.77	02/23/2018	10-00-000-521600-0000	
	Check Total:	1,468.00			
Vendor: 115180	Comcast Cable			Check Sequence: 3	ACH Enabled: False
	2/18-3/17/18 Service	124.93	02/23/2018	10-00-000-570300-0000	
	2/18-3/17/18 Service	124.92	02/23/2018	20-00-000-570300-0000	
	Check Total:	249.85			
Vendor: 200163	Dynegy Energy Services			Check Sequence: 4	ACH Enabled: False
	1/9-2/7/18 Electric	2,295.09	02/23/2018	20-30-200-570100-0000	
	1/9-2/7/18 Electric	470.06	02/23/2018	10-00-000-570100-0000	
	1/9-2/7/18 Electric	1,647.48	02/23/2018	20-30-450-570100-0000	
	1/9-2/7/18 Electric	149.88	02/23/2018	20-30-150-570100-0000	
	1/9-2/7/18 Electric	304.29	02/23/2018	10-00-000-570100-0000	
	1/9-2/7/18 Electric	28.18	02/23/2018	10-00-000-570100-0000	
	1/9-2/7/18 Electric	455.31	02/23/2018	20-30-300-570100-0000	
	1/9-2/7/18 Electric	376.37	02/23/2018	20-30-350-570100-0000	
	1/9-2/7/18 Electric	1,331.24	02/23/2018	20-00-000-570100-0000	
	1/9-2/7/18 Electric	664.79	02/23/2018	20-30-500-570100-0000	
	1/9-2/7/18 Electric	23.56	02/23/2018	20-00-000-570100-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	1/9-2/7/18 Electric	95.51	02/23/2018	20-00-000-570100-0000	
	1/9-2/7/18 Electric	33.14	02/23/2018	20-00-000-570100-0000	
	1/9-2/7/18 Electric	133.45	02/23/2018	20-00-000-570100-0000	
	1/9-2/7/18 Electric	32.55	02/23/2018	10-00-000-570100-0000	
	1/9-2/7/18 Electric	42.19	02/23/2018	20-30-350-570100-0000	
	Check Total:	8,083.09			
Vendor: 199338	IPDGC			Check Sequence: 5	ACH Enabled: False
	State Meet Fees	495.00	02/23/2018	20-21-000-535500-1170	
	Check Total:	495.00			
Vendor: 200066	Walmart Community/SYNCB			Check Sequence: 6	ACH Enabled: False
	Adventuretime Supplies	130.50	02/23/2018	20-24-000-535500-4643	
	Check Total:	130.50			
	Total for Check Run:	10,906.44			
	Total of Number of Checks:	6			

**Glen Ellyn Park District  
Board of Commissioners  
Regular Meeting  
February 20, 2018  
185 Spring Avenue**

**I. Call to Order**

President Nephew called the meeting to order at 7:03 p.m.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Ward, Wilson, Weber, Durham and President Nephew. Commissioner Cornell arrived at 7:31 p.m. and Commissioner Stortz was absent.

Staff members present were Executive Director Harris, Superintendent of Recreation Esposito, Superintendent of Finance & Personnel Cinquegrani, Superintendent of Parks & Planning Hopkins, Marketing & Communications Supervisor O’Kray and Executive Assistant Dikker.

**III. Pledge of Allegiance**

President Nephew led the Pledge of Allegiance.

**IV. Changes to the Agenda**

None.

**V. Recognition – Glen Ellyn Gator Volunteers**

The Glen Ellyn Park District Board of Commissioners recognized several Glen Ellyn Gator Parent Committee volunteers including; Paula Barnett, Gina Walch, Kim Welsh, Tina Hutchinson, Dave Short, Dominick Ficarella, Rob Pieper, and Sarah Mical, who have all served for over five years.

President Nephew discussed the Glen Ellyn Gators Swim Team program and stated they are led by a head coach along with several assistants who oversee the swimmers throughout the seven-week season. While the coaches, led by Nancy Denenberg, are integral to the success of the program, their efforts are supported largely by the parent volunteer committee. This committee is generally comprised of seven to nine parent volunteers who work throughout the year and during the summer season assisting the Park District with the many planning and operational details including selection of all apparel, planning and conducting the preseason Sunday morning practice meet, coordinating all volunteer assignments for dual meets, checking in swimmers, distributing awards, overseeing the Gator website, hosting conference meets, assisting staff with social events and much more.

President Nephew stated that the individuals recognized tonight have served on the committee within the last five years and are no longer part of the program. These individuals have served at least five years with many serving up to ten years, providing leadership, dedication, and



commitment to the sport of swimming. Nephew stated that the District is very grateful to the many Gator committee members who have served over the past 25 years and is happy to honor these individuals for their passion and volunteerism to the youth of our community. The Board presented a token of their appreciation and provided comments of their gratitude.

**VI. Public Participation**

None.

**VII. Consent Agenda**

Commissioner Wilson moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$150,890.63, the January 16, 2018 Regular Meeting minutes, the February 6, 2018 Workshop Meeting minutes and the Athletic Advisory Bylaws.

*Roll Call: Aye: Commissioners Wilson, Weber, Ward, Durham and President Nephew  
Nay: None.*

*Motion Carried.*

**VIII. New Business**

**A. Purchase of 2018 Budgeted Maintenance Vehicles**

Commissioner Ward motioned, seconded by Commissioner Wilson to approve the purchase of the 2018 budgeted maintenance vehicles. Superintendent of Parks Hopkins reviewed the vehicle & equipment program that was established within the Asset Replacement Fund (ARF). Hopkins stated that the ARF has designated two (2) trucks that need to be replaced from the fleet in 2018 and that these trucks will be sold outright or traded in depending on market trend. Hopkins discussed the condition of these vehicles, Unit #425- Ford F-350 Pick Up Truck and Unit #481- Ford F-650 Dump Truck, and the replacements being offered. Hopkins reviewed the process of purchasing these vehicles through the Illinois Department of Central Management Services (CMS) in a joint purchasing program which combines the resources and purchasing power of governments to negotiate contract terms at the lowest possible price.

The Board held discussion of the joint purchasing program and the vehicles being purchased posing questions to staff. After the discussion Commissioner Ward and Wilson withdrew their prior motions as they were too general in scope and followed with Commissioner Ward motioning seconded by Commissioner Wilson of approving the purchase of one (1) 2018 Ford F-350 (Crew Cab, Pick Up Truck) in the amount of \$34,783.00 and one (1) 2018 Ford F-350 (Crew Cab, Utility Truck) in the amount of \$43,523.00 to Bob Ridings Fleet Sales of Taylorville, Illinois.

*Roll Call: Aye: Commissioners Ward, Weber, Wilson, Stortz, Durham, and  
President Nephew.  
Nay: None.*

*Motion Carried.*

**IX. Staff Reports**

**A. Finance Reports**

Superintendent of Finance and Personnel presented the Finance Report.

**B. Staff Reports**

Executive Director Harris thanked the entire Park District staff for their efforts related to the recent inclement weather challenges over the past two weeks. He commended staff on their hard work and team effort. He stated while other Districts had closures or delayed openings of their facilities and operations, Glen Ellyn Park District facilities opened on time. Harris especially highlighted the efforts made to stage the Daddy Daughter Dance at the Main Street Recreation Center.

Superintendent of Recreation Esposito discussed the cancellation of the Curling event that was scheduled the prior weekend due to the weather and ice conditions.

**X. Commissioners' Reports**

Commissioner Durham and his daughter thoroughly enjoyed the Daddy Daughter Dance and commended everyone's efforts for making it a success. Commissioner Weber praised the Frosty 3 on 3 soccer event held this past Monday at Newton Park. Commissioner Wilson thanked staff for their efforts during the challenging weather. Commissioner Ward also enjoyed his time at the Daddy Daughter dance. Commissioner Cornell congratulated all and was impressed with Ackerman's ability to offer additional hours to their patrons. President Nephew thanked staff for all the weather-related challenges over the past few weeks.

**XI. Adjourn to Executive Session**

At 7:40 p.m. Commissioner Cornell moved, seconded by Commissioner Ward, to convene into executive session under Section 2 (c) 1 of the Open Meetings Act for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the district.

*Roll Call: Aye: Commissioners Cornell, Ward, Wilson, Weber, Durham, and President Nephew.*

*Nay: None.*

*Motion Carried.*

**XII. Reconvene to Open Session**

The Regular Meeting reconvened at 9:04 p.m.

**XIII. Adjourn**

There being no further business, Commissioner Cornell moved, seconded by Commissioner Weber to adjourn the Regular Meeting at 9:05 p.m.

*Roll Call: Aye: Commissioners Cornell, Weber, Ward, Wilson, Durham, and President Nephew*

*Nay: None.*

*Motion Carried.*

Respectfully submitted,

Kimberly Dikker  
Board Secretary



# **MEMO**

**March 6, 2018**

**TO: Park District Board of Commissioners**

**FROM: Kathleen Esposito, Superintendent of Recreation  
Ryan Miller, ASFC Facility Manager**

**CC: Dave Harris, Executive Director**

**RE: Ackerman Sports and Fitness Center Advisory Committee Meeting**

The fourth Ackerman Sports and Fitness Center Advisory Committee meeting was held on Wednesday, February 28, 2018. In attendance were Co-Chairmen Stortz and Durham along with five (5) committee members and staff. Discussion centered around highlights from 2017 as well as goals and projects planned for 2018. Attached are the items discussed and the unapproved minutes from the meeting.

Staff and co-chairmen will provide a brief summary of the meeting and will be available for questions and comments.

**Glen Ellyn Park District  
Ackerman Sports and Fitness Center Advisory Committee Meeting  
Minutes  
Ackerman Sports and Fitness Center  
February 28, 2018  
6:30 p.m.**

**Call to Order**

The meeting was called to order at 6:30 p.m.

**Roll Call**

Members present were Co-chairman Alex Durham, Co-chairman Ben Stortz, Marion Michel, John Nevins, Beth Lily, Mark Reinke, and Gina Walch.

Staff present were Executive Director Dave Harris, Superintendent of Recreation Kathleen Esposito, and Facility Manager Ryan Miller.

**Approve Minutes**

John Nevins moved, seconded by Alex Durham to approve the minutes from the June 14, 2017 Ackerman SFC Advisory Committee meeting.

*Roll Call:*       *Aye:* Co-chairman Alex Durham, Co-chairman Ben Stortz, Marion Michel, John Nevins, Beth Lily, Mark Reinke, and Gina Walch

*Nay: None*

*Motion Carried*

**2017 Highlights and Review**

Superintendent Kathleen Esposito provided a brief overview of the 2017 budget year end numbers, membership update, and general facility improvements including: new LED lights in gymnasium and turf, removal of counter and installation of new carpeting in the Fit and Play room, new rubber flooring in turf area, new drinking fountains with bottle filling stations, new wood lockers in fitness area and running track, new coat racks throughout facility, new re-upholstery on 17 benches in fitness area and the new marketing centers throughout the facility.

Co-chairman Stortz inquired about the membership retention rate. Facility Manager Ryan reported a 64% retention. Fitness Industry standards rates are 60 to 75%.

Member Nevins inquired about the ability to measure membership hourly usage. Facility Manager Miller reported that there are several different usage reports available to staff.

Member Michel discussed utilizing the gym for overflow for the group fitness program. She also discussed utilizing the gym for the Fit N Play overflow during peak times. Manager Miller explained that staff monitor classes and attendance numbers very closely and will look to utilize these spaces if necessary.

Member Lily stated that staff has done a terrific job balancing open gym times and rentals. Her children regularly utilize the open gym and turf time during the available times.

Superintendent Esposito explained the new WIFI enhancements that were installed as a way to increase the WIFI throughout the building. The facility has 6 total WIFI locations. Member Reinke stated that the WIFI has improved and he thanked staff.

### **2018 Goals and Projects**

Facility Manager Ryan Miller presented the 2018 Goals and Projects including:

- increasing emphasis on member retention and attracting new members
- enhancing the personal training program
- increasing facility hours with new morning hours already being offered in February
- installing four new basketball hoops on court 2 in the gym
- launching a new website for the facility which was completed in January
- purchasing new cardio pieces (2 Octane already purchased and installed with positive member feedback)
- introducing an app-based TV connection for members to use their portable devices,
- upgrading design of the facility in spring including new banners in turf area reflecting all the park district sports programs
- installation of additional security cameras throughout facility which was completed in February
- installation of a new parking lot. Executive Director Harris explained this was a lengthy process with the grant falling through, but he anticipates the new parking lot will be installed this summer

### **Additional Comments**

Member Nevins inquired about long term plans for capital improvements to the facility. Director Harris stated that there is a capital asset replacement plan going out over 20 years and staff will provide the plan at the next Committee meeting.

Member Lily complimented staff on offering short term student passes. Staff added winter, spring and summer break passes.

Member Reinke suggested staff investigate a way to increase the stretching space in the fitness area. Executive Director Dave Harris explained there has been conversations in the past to remove the service desk and make that an additional stretching area. Member Lily thought this would be a great solution and to move the service desk near the entrance of the fitness center.

Member Nevins suggested staff investigate the cost of a zero-gravity treadmill to see if this would be financially possible to add to the facility. Manager Miller stated this item would be investigated.

Member Michel made a comment that the members shower soap needs to be changed out and refilled on a regular basis. Manager Miller stated this would be corrected.

Member Lily requested a straight pullup bar to be installed in the fitness area. Miller stated this would be taken care of.

Nevins requested staff to research different options for weight benches when purchasing in the future. He has heard numerous members complain that the height of the bench hinders their ability to use the equipment effectively. Miller will take this into consideration.

Executive Director Harris informed the group that staff are close to finalizing a deal with the College of DuPage to allow Ackerman Sports and Fitness Center Members the opportunity to utilize their pool as an add on to their membership. Members Walch and Storz stated this was a great addition to the membership.

#### **Adjourn**

Marion Michel motioned, seconded by Beth Lily to adjourn the meeting at 7:26 p.m.

*Roll Call:*       *Aye:* Co-chairman Alex Durham, Co-chairman Ben Stortz, Marion Michel, John Nevins, Beth Lily, Mark Reinke, and Gina Walch

*Nay: None*

Motion Carried



## 2017 Highlights

- Exceeded budget projections reflecting a net surplus of \$500,000 with revenue being expended towards items related to ASFC, facility asset replacement fund and general improvements within the Glen Ellyn Park District
- Membership revenue achieved \$994,000 in revenue reflecting a 10% growth from 2016, reaching highest level of memberships at 5,100 members
- On average every month, members were offered 55+ different fitness classes averaging 16 participants per class.
- Offered monthly retention membership classes, raffles and contests throughout the year
- Sponsored successful Open House in November which replaced “free week”. As memberships have exceeded 5,000, the promotional efforts were modified
- Organized Senior Appreciation week in August offering special classes and discounted programs
- Scheduled consistent open gym opportunities for members and public during peak times. This is to ensure limited but regular gym opportunities even at peak times of the year
- Created revised tour packet with follow up procedures to track and contact potential new members
- Created 3-month membership package and 1-month holiday package geared to college students and other transient patrons
- Hired new Facility Manager in November and new Assistant Facility Manager in September
- New WIFI enhancement boxes were added to improve internet speed throughout facility
- Comcast was installed to supply an improved IT infrastructure in the facility
- Replaced most cleaning products with a new all-purpose green peroxide based cleaner
- Installed three (3) drinking fountains with a bottle filling water fountain/station
- Removed counter in babysitting room and installed new carpeting
- Replaced carpeting in turf area with new all-purpose and non-slick rubber flooring
- Replaced athletic lighting within the turf and gyms with LED lighting; Project expense was offset by a \$20,000+ State of Illinois Energy Grant. Improvements will also generate nearly 15% in energy savings
- Re-upholstered seventeen (17) benches in the strength area of the fitness center
- Re-finished gymnasium floors – three (3) courts
- Installed new wood lockers in fitness area and running track area. Lockers are able to be programmed and locked when used daily.
- Installed new coat racks throughout the building
- Installed new information marketing centers and community board





## 2018 Goals & Projects

- 2018 budget projects net revenue of \$488,000 including increase of \$25,000 additional transfer of funds from the operations to the ASFC facility asset replacement fund. (currently \$100,000)
- Continue to prioritize retention of current members while also attracting new members
- Evaluate, expand and diversify exercise classes; Continue offering sampler classes
- Recruit additional personal trainers and instructors
- Continue to develop athletic programs specifically for ASFC; expand pickleball program
- Meet with members of the Ackerman SFC twice throughout year for feedback and ideas
- Review all fees associated with the facility including memberships, rentals and programs
- Continue to review operation hours of facility; Added new hours in February:
  - Monday through Friday will open at 4:30 am instead of 5:00 am
  - Saturday will open at 6:00 am instead of 7:00 am
- Add Sunday childcare hours from 9:00 am to noon. (began in January)
- Continue to offer regular open gym hours throughout the year, changing daily if needed
- Create additional storage in the hallway area between the locker rooms (Completed in February).
- Install eight (8) additional security cameras totaling 19 throughout facility including a camera in the babysitting room; Add new software allowing cameras to be monitored remotely through an app or network. (Completed in February)
- Launch new Ackerman SFC website to reflect and be consistent with Glen Ellyn Park District branding (completed in January)
- Add and further diversify cardio equipment; (partially complete) Purchased two (2) new pieces:
  - Octane Lateral Elliptical
  - Octane Seated Elliptical
- Replace belts and flip running boards on all Life Fitness treadmills (Completed in January)
- Install four (4) additional basketball hoops on court two; add controller box and electrical service
- Replace televisions in fitness room on an as needed basis. Current sets are now beginning to meet their anticipated life
- Introduce an app-based TV connection to add volume into member's portable electronics
- Improve overall aesthetics of facility with new designs to walls, birthday party room and front desk area
- Resurface ASFC main parking lot; improve the parking lot lighting
- Entrance road from St. Charles Road is tentatively scheduled to be repaired
- Install sports banners in turf area reflecting and promoting Park District athletic programs
- Develop and distribute membership survey (last one completed in 2015)
- Evaluate HGA lease agreement due to expire in May 2019



# MEMO

March 8, 2018

**TO: Park District Board of Commissioners**  
**FROM: Nicholas Cinquegrani, Superintendent of Finance & Personnel**  
**CC: Dave Harris, Executive Director**  
**RE: Policy Manual Update**

Please find attached proposed updates to the Park District's policy manual.

**Chapter II – Financial Policies**  
**Section 1.00 – Purchasing Policy**

In 2017, the Park District Code, as outlined in the Illinois Compiled Statutes, was revised to increase the threshold required for competitive bidding from \$20,000 to \$25,000. Attached are both a red-line version and the final proposed version reflecting the change.

**Chapter III – Personnel Policies**  
**Section 11.06 – Disciplinary Action Appeal**  
**Section 12.00 – Grievance and Disciplinary Action Appeal**

Attached are proposed changes to the Park District's personnel policy. After review by the Park District's legal counsel, as well as, PDRMA's attorneys, a recommendation was made to eliminate Section 11.06 Disciplinary Action Appeal and Section 12.00 Grievance and Disciplinary Action Appeal from the park district's policy manual. Counsel's reasoning being these are procedures typically seen in a collective bargaining agreement when employees are represented by a union, and not stated in a personnel policy.

**Motion:**

I move to approve the revisions to Chapter II Section 1.00 and Chapter III Section 11.06 and 12.00 of the Park District's Policy Manual as presented.

**Glen Ellyn Park District**  
**Policy Manual**  
**Chapter II. Financial Policies**

**1.00 Purchasing Policy**

**1.01 Overview**

The Park District's Purchasing Policy establishes the guidelines under which all purchases are made. Under the provisions of this policy, guidelines are outlined for staff, adhering to the requirements of Section 8-1 (c) of the Park District Code.

It is the intent of this policy that the Park District conducts business fairly and equitably while remaining fiscally responsible to its taxpayers. All purchasing functions will be made with absolute integrity. The very highest ethical standards will be maintained, and all conflicts of interest, real or perceived, shall be avoided. The basic standard that should always prevail is to exercise good judgment in the use and stewardship of Park District resources.

The Executive Director and Superintendent of Finance & Personnel will monitor, interpret and review the procedures and guidelines for the spending of public funds to ensure compliance with applicable policies. Periodically these procedures and guidelines will be revised to maintain the best interests of the Park District.

**1.02 Governance**

The purchasing policy is governed in part by Section 8-1 (c) of the Park District Code which provides: "Every park district shall have and exercise the following powers: (c) To acquire by gift, legacy or purchase any personal property necessary for its corporate purposes provided that all contracts for supplies, materials or work involving an expenditure in excess of \$2~~50~~,000 shall be let to the lowest responsible bidder, considering conformity with specifications, terms of delivery, quality, and serviceability, after due advertisement, excepting contracts which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part, contracts for the printing of finance committee reports and departmental reports, contracts for the printing or engraving of bonds, tax warrants and other evidences of indebtedness, contracts for utility services such as water, light, heat, telephone or telegraph, contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software or services, contracts for duplicating machines and supplies, contracts for goods or services procured from another governmental agency, purchases of equipment previously owned by some entity other than the district itself, and contracts for the purchase of magazines, books, periodicals, pamphlets and reports and excepting where funds are expended in an emergency and such emergency expenditure is approved by 3/4 of the members of the board."

**1.03 Purchases Less Than \$2~~50~~,000**

A. Purchase Authorization Amounts

1. Department Heads are responsible for ensuring any employee in his/her department is appropriately trained and adequately supervised to ensure that no inappropriate purchases are made. The specific dollar limits of employees' purchasing authority are outlined below.

2. Part-time employees specifically designated by Department Heads may make budgeted purchases less than \$200.
3. Full-time employees specifically designated by Department Heads may make budgeted purchases less than \$1,000, where only the purchaser's approval is required.
4. For budgeted purchases between \$1,000 and \$4,999.99, the purchaser and the Department Head's approval are required. In instances where the Department Head is unable to approve, their designee (see 6 below) or the Superintendent of Finance & Personnel may also authorize the purchase.
5. For budgeted purchases between \$5,000 and \$10,000, the purchaser, the Department Head and the Superintendent of Finance & Personnel must approve the purchase.
6. For budgeted purchases greater than \$10,000, the Executive Director (as well as the purchaser, the Department Head and the Superintendent of Finance & Personnel) must approve the purchase. Bids must be taken for any purchases in excess of \$250,000, public notice provided and board approval obtained for staff recommended bid. These procedures are described in the Bidding Procedures Policy (1.04).
7. From time to time, staff may be absent from their office during a time when a purchase order or credit card transaction needs approval. To facilitate the smooth operation of the District's business, any employee with approval authority as outlined above may designate another employee to have temporary authority in their absence. This authority is limited to the levels specified above and must be documented.
8. A purchase for any item or service which has not been budgeted, no matter what the amount, requires the approval of the Department Head. It is the responsibility of the purchaser to know if an item is included in the budget.
9. Emergency purchases are sometimes required. If an emergency occurs and the Executive Director determines that an expenditure that is in excess of \$250,000 is needed, this policy permits the Executive Director of the District to authorize such a purchase and directs that the Executive Director shall individually contact the Board of Commissioners to advise them of same. Executive Director shall make every reasonable effort to contact each commissioner within five business days. Further, such purchase shall be presented for approval at the next scheduled meeting of the Board of Park Commissioners.
10. Sole source purchases are sometimes required as the vendor is the only provider. For this to be permitted, the department must submit this request for sole source designation to the Finance Director for approval, prior to making the purchase.
11. For all purchases, an original invoice, receipt or order confirmation should be forwarded to the Finance Department and coded with the proper general ledger account number.
12. Please be advised that compliance with the Prevailing Wage Act is required for all labor on public works that is within the scope of the Act; that there is no minimum dollar threshold; and that notice of the possible application of the Act must be given to all contractors in writing when soliciting a quote or making the purchase.
13. Please be advised that performance and payment bonds are required for any work on District facilities where the contract sum is \$5,000.00 or more.

#### B. Guidelines for Purchase Orders

1. Goods or Services costing less than an employee's Approval Authorization Limit do not require pre-purchase documentation unless subject to the Prevailing Wage Act, in which case proper documentation is required.
2. Pre-approved Purchase Orders by an employee authorized to make a purchase based on the authorization amounts outline in Section 1.03 are required, prior to purchase of goods or services, for all items greater than an employees' Approval Authorization Limit, regardless of payment method (i.e. check or credit card).

3. Purchase Orders are not required for utilities, legal fees, auditing fees, fuel, insurance, taxes, debt service, and salaries.

C. Guidelines for Competitive Quotes

1. All purchases of goods or services should be made with the intent to obtain the best comparable price. Local vendors and merchants should be used when practical, where prices are competitive.
2. Purchases of goods or services less than \$2,500 cumulative do not require written quotes unless the services are subject to the Prevailing Wage Act. Staff is advised to make every effort to solicit a fair price for items purchased.
3. Purchases of goods and services \$2,500 and over may be made only after obtaining written quotes and proper approval, as outline in Section 1.03. Employees shall make a reasonable effort to obtain at least three (3) written quotes. Written quotes should be included with the Purchase Order.
4. The Executive Director has the authority to waive the solicitation of price quotes and approve the purchase of budgeted items under \$~~250~~,000 if deemed appropriate and beneficial to the District.
5. Purchases of greater than \$~~250~~,000 are addressed below.

D. Sole Source Purchases

1. Sole source purchases shall not be subject to requirements for seeking competitive quotes or bids. However, purchases in excess of \$~~1025~~,000 shall be presented to the Board prior to acquisition with the request to waive quotes/ bids, approve the purchase and enter into a formal contract, if necessary. Approval must be obtained from the Executive Director to present the purchase to the board.
2. Examples:
  - a) Equipment for which there is no comparable competitive product or is available only from one supplier.
  - b) A component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer or manufacturer's representative.
  - c) A used item, (i.e. dump truck, office furniture, etc.)

**1.04 Bidding Procedures - Purchases Greater Than \$~~250~~,000**

- A. Per the Park District Code, all agreements for supplies, materials or services involving any expenditure in excess of \$~~250~~,000 shall be let to the lowest responsible bidder submitting a responsive bid after due advertisement and within the prescribed procedures for competitive bidding.
- B. Items Excluded from Bidding
  1. The following are excluded from the competitive bid requirements:
    - a) Agreements for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.
    - b) Agreements for utility services such as water, electricity, natural gas, telephone, etc.
    - c) Agreements for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and interconnect equipment, software or services.
    - d) Agreements for the use and/or purchase of duplicating machines and supplies.
    - e) Purchase of magazines, books, periodicals, pamphlets and reports.
    - f) Emergency expenditures. (See Section 1.03, A.8).
    - g) Items that, due to their nature, have been found by the Board not to be adapted to competitive bidding.

2. Procured items which are excluded from competitive bidding, (Section 1.04 B above) shall be let to the vendor providing the "best value" to the District, after due advertisement (if required) and within the prescribed procedures. . Architecture, Engineering and Land Surveying services must be procured in accordance with the Local Government Professional Services Selection Act (50 ILCS 510/0.01 et seq.)
  3. "Request for Proposals" or "Request for Qualifications" shall be developed and used for the purchase of these goods or services.
- C. Award of agreements for items and services in excess of \$250,000 shall be awarded by the Board to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability, after due ~~advertisement~~, ~~advertisement~~, excepting contracts which by their nature are not adapted to award by competitive bidding per the park district code.
  - D. All agreements may be reviewed by Park District legal counsel.
  - E. Whenever feasible and advantageous to the District, cooperative purchases with other governmental agencies such as the State of Illinois, industry associations, or other park districts shall be made.
  - F. Bid Process
    1. All competitive bids for contracts involving expenditures in excess of \$250,000 must be sealed by the bidder and must be opened by a member of the park district at a public bid opening in which the contents of the bids must be announced. Each bidder must receive at least 3 days notice of the time and place of the bid opening.
    2. For purposes of this subsection, "due advertisement" includes, but is not limited to, at least one public notice at least 10 days before the bid date in the newspaper published in the district or, if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.

#### **1.05 Award of Contracts**

All contracts in excess of \$250,000 (except as otherwise authorized herein) shall be awarded by the Board and to the lowest responsible bidder submitting a responsive bid. In determining the responsibility of any bidder the Board may take into account other factors in addition to financial responsibility, such as past records of transactions with the bidder, experience, adequacy of equipment, ability to perform, time limits, services to be rendered by the bidder, location of bidder, conformity with specifications, terms of delivery and other pertinent considerations listed in the bidding documents. Any and all bids received in response to an advertisement or otherwise may be rejected by the Board if the bidder is not determined responsible or the character or quality of the services, supplies, materials, equipment, or labor does not conform to the Board's requirements or if the public interest may otherwise be served thereby. The Board reserves the right to award a contract for all or only a portion of the specific bid work.

#### **1.06 Emergencies**

In the case of emergencies which call for immediate resolution, the Executive Director, or Department Head designated by the Executive Director, shall take prompt action to employ persons or firms to do the necessary corrective work but shall require the persons or firms doing the corrective work to furnish a detailed report of the corrections made and the basis for making the corrections. For the purpose of this policy, an emergency shall consist of a threat to the health or safety of Park District patrons and employees, or of severe damage to District property.

### **1.07 Credit Card Purchases**

The Park District has opted to use credit cards in order to promote operational efficiency and simplify the administration of the purchasing function. Credit cards are used to provide a convenient, efficient means to make purchases, while reducing the administrative costs of related purchase orders, check requests and payments.

- A. Credit cards will be issued at the discretion of the Executive Director
- B. Credit cards are to be used for Park District business purchases only.
- C. Credit cards are simply a means of payment. All purchasing procedures and guidelines as documented in this policy and/or other District documents are to be followed.

### **1.08 Petty Cash**

- A. All petty cash purchases should be for *emergency* purchases only.
- B. Expenditures should be properly authorized according to Board approved purchase authorization amounts.
- C. Only purchases less than \$50.00 are reimbursable from the fund.
- D. A receipt and/or proper documentation is required for each purchase.
- E. A description of the item(s) purchased, account number, date and amount should be written on the petty cash receipt and signed by employee requesting the cash.

### **1.09 Payables and Accounts Receivable**

Staff will prepare all payables and collect receivables in a timely manner with proper documentation supporting each transaction. In accordance with the Prompt Payment Act, disbursements requiring payment prior to a Board meeting will be authorized by the Executive Director, utilizing the most appropriate method of payment. All such payments will be included in the Voucher List of Bills presented to the Board at the next Board meeting.

### **1.10 Ethics in Purchasing**

Conflict of Interest — No Glen Ellyn Park District employee shall participate directly in procurement of goods or services when the employee knows that:

- A. The employee or any member of the employee's immediate family has a financial interest pertaining to the goods or services; or
- B. The employee or any member of his /her immediate family is negotiating or has an arrangement concerning prospective employment with the entity seeking to sell goods or services to the District;
- C. Nothing contained in this policy shall be construed as repealing or modifying the District's Ethics Ordinance which remains in full force and effect.
- D. For the purpose of this section, immediate family shall mean the employee's or the employee's spouse's mother, father, husband, wife, children, brother, sister, or grandparents or any relative living in the same household with the employee or dependent upon the employee's care.

### **1.11 Gratuities and Kickbacks**

- A. Gratuities: It shall be unethical for any person to offer, give, or agree to give any Glen Ellyn Park District employee, or for any Glen Ellyn Park District employee to agree to accept a gratuity or an offer of employment in connection with the procurement of any goods or services by the District.
- B. Kickbacks: It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of any subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order

### **1.12 Other Items**

- A. No undertaking shall be split into parts so as to avoid the provisions of this policy. (ie. Purchases should not be split intentionally in order to avoid the authorization thresholds stated in this policy)
- B. The Board may require a cash deposit of any bidder and may require a surety bond of any successful bidder.
- C. All promotional incentives and contest awards made available to qualifying District personnel by vendors, which are based on District purchases from those suppliers, automatically become the rightful property of the District.



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  - a) Equipment for which there is no comparable competitive product or is available only from one supplier.
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**1.04 Bidding Procedures - Purchases Greater Than \$25,000**

- A. Per the Park District Code, all agreements for supplies, materials or services involving any expenditure in excess of \$25,000 shall be let to the lowest responsible bidder submitting a responsive bid after due advertisement and within the prescribed procedures for competitive bidding.
- B. Items Excluded from Bidding
  1. The following are excluded from the competitive bid requirements:
    - a) Agreements for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part.
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    - d) Agreements for the use and/or purchase of duplicating machines and supplies.
    - e) Purchase of magazines, books, periodicals, pamphlets and reports.
    - f) Emergency expenditures. (See Section 1.03, A.8).
    - g) Items that, due to their nature, have been found by the Board not to be adapted to competitive bidding.

2. Procured items which are excluded from competitive bidding, (Section 1.04 B above) shall be let to the vendor providing the "best value" to the District, after due advertisement (if required) and within the prescribed procedures. . Architecture, Engineering and Land Surveying services must be procured in accordance with the Local Government Professional Services Selection Act (50 ILCS 510/0.01 et seq.)
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  - D. All agreements may be reviewed by Park District legal counsel.
  - E. Whenever feasible and advantageous to the District, cooperative purchases with other governmental agencies such as the State of Illinois, industry associations, or other park districts shall be made.
  - F. Bid Process
    1. All competitive bids for contracts involving expenditures in excess of \$25,000 must be sealed by the bidder and must be opened by a member of the park district at a public bid opening in which the contents of the bids must be announced. Each bidder must receive at least 3 days notice of the time and place of the bid opening.
    2. For purposes of this subsection, "due advertisement" includes, but is not limited to, at least one public notice at least 10 days before the bid date in the newspaper published in the district or, if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.

### **1.05 Award of Contracts**

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In the case of emergencies which call for immediate resolution, the Executive Director, or Department Head designated by the Executive Director, shall take prompt action to employ persons or firms to do the necessary corrective work but shall require the persons or firms doing the corrective work to furnish a detailed report of the corrections made and the basis for making the corrections. For the purpose of this policy, an emergency shall consist of a threat to the health or safety of Park District patrons and employees, or of severe damage to District property.

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### **1.10 Ethics in Purchasing**

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- B. The employee or any member of his /her immediate family is negotiating or has an arrangement concerning prospective employment with the entity seeking to sell goods or services to the District;
- C. Nothing contained in this policy shall be construed as repealing or modifying the District's Ethics Ordinance which remains in full force and effect.
- D. For the purpose of this section, immediate family shall mean the employee's or the employee's spouse's mother, father, husband, wife, children, brother, sister, or grandparents or any relative living in the same household with the employee or dependent upon the employee's care.

### **1.11 Gratuities and Kickbacks**

- A. Gratuities: It shall be unethical for any person to offer, give, or agree to give any Glen Ellyn Park District employee, or for any Glen Ellyn Park District employee to agree to accept a gratuity or an offer of employment in connection with the procurement of any goods or services by the District.
- B. Kickbacks: It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of any subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order

### **1.12 Other Items**

- A. No undertaking shall be split into parts so as to avoid the provisions of this policy. (ie. Purchases should not be split intentionally in order to avoid the authorization thresholds stated in this policy)
- B. The Board may require a cash deposit of any bidder and may require a surety bond of any successful bidder.
- C. All promotional incentives and contest awards made available to qualifying District personnel by vendors, which are based on District purchases from those suppliers, automatically become the rightful property of the District.

**Glen Ellyn Park District**  
**Policy Manual**  
**Chapter III. Personnel Policies**

**11.01 Causes for Disciplinary Action**

You may be warned, suspended and/or dismissed whenever it is determined, in the Park District's sole discretion, to be in its best interests. Nevertheless, listed below are some examples of reasons for disciplinary action. This list, however, does not constitute an exhaustive list of all of the acts that may subject you to disciplinary action including discharge and does not change the employment-at-will relationship between the employee and the Park District. Instead, the following list sets forth some of the more typical cases that arise in the course of an employment relationship. They include but are not limited to:

- Failure to wear uniform or safety equipment (e.g. safety shoes, glasses, goggles and/or face shield) as required by the Personnel Policy, Safety Policy and/or department manuals, rules and/or procedures or the failure to wear appropriate clothing for duties as required.
- Being absent from work without permission.
- Reporting late for work.
- Failure to report absence or tardiness to supervisor and/or department head.
- Being habitually absent or late for work.
- Extending breaks or lunches and/or not taking breaks or lunches at scheduled times.
- Use of sick leave under false pretenses.
- Leaving the job during working hours without permission.
- Refusal or failure to obey the orders of one's supervisor or department head.
- Refusal or failure to do a job assignment.
- Incompetent, inefficient or negligent performance of duties; inability or failure to perform duties properly.
- Refusal or failure to cooperate with one's supervisor or fellow employees.
- Threatening, intimidating, coercing or interfering with fellow employees, one's supervisor or the public.
- Using abusive language to fellow employees, one's supervisor or the public.
- Accepting a fee, gift, gratuity, or other valuable thing in the course of or in connection with District work.
- Violation of the express responsibility to maintain and enforce the confidentiality of assigned duties.
- Being wasteful of District material, property or working time.
- Creating or contributing to unsanitary conditions.
- Willful destruction of District property.
- Failure to correct a safety hazard.
- Causing a safety hazard.
- Reporting to work under the influence of alcohol or illegal drugs, or the possession, use or sale of either while on duty or on District property.
- Theft or misappropriation of property belonging to the District, fellow employees or the public.
- Possession of weapons on Park District property or while on duty.
- Gambling while on the job.
- Uncooperative, hostile or discourteous attitude or conduct toward your supervisor(s), the Board of Commissioners, co-workers or members of the public or threatening or striking any person who is in or on Park District property or participating in Park District activities.
- Sabotage.
- Conviction of a crime.

- Immoral conduct or indecency.
- Violation of any District regulation, order or rule.
- Smoking in any District facility or District vehicle.
- Failure to maintain valid driver's license or other license or certification which may be required for your position or as provided in this Policy.
- Harassment of other employees or members of the public.
- Dishonesty; lying to Park District personnel or falsifying or providing misleading information on forms, records or reports provided to or on behalf of the Park District including without limitation accident reports, employment applications/resumes, financial reports, reimbursement reports and departmental reports.
- Sleeping on duty.
- Violation of employee policies, rules, or guidelines or engaging in any conduct determined by the Park District in its sole discretion not to be in its best interests.
- Any violation of policies or procedures regarding the privacy of individually identifiable health information (or protected health information), as mandated by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and as defined by the U.S. Department of Health and Human Services.

#### **11.02 Verbal Warning**

A verbal warning is the first step in the disciplinary procedure. The immediate supervisor shall discuss the situation with the employee along with suggestions for correcting the problem. A discipline form, marked "verbal" is used and a copy is placed in the employee's personnel file. The verbal warning has an effective date of twelve (12) months, if not followed by any other discipline during that period.

#### **11.03 Written Warning**

A written warning may follow one or more verbal warnings issued to an employee for a repeated offense. Also, depending on the severity of the act, a written warning can be issued without a prior verbal warning. The immediate supervisor shall discuss the situation with the employee along with suggestions for correcting the problem and a warning of what discipline may follow up to and including discharge. A discipline form is used and a copy is placed in the employee's personnel file. The written warning has an effective date of twelve (12) months, if not followed by any other discipline during that period.

#### **11.04 Suspension**

The department head may suspend an employee without pay when lesser forms of disciplinary action have not corrected the employee's behavior. An employee may also be suspended for a first offense of a more serious nature. The suspension shall be for a period not to exceed five (5) working days. Written notice of suspension including the reasons and extent shall be forwarded to the Director within twenty-four (24) hours of the action and shall be placed in the employee's personnel file.

#### **11.05 Discharge**

The Director, upon recommendation of the department head, may discharge an employee when all other disciplinary steps have failed to correct the employee's behavior. The District reserves the right to immediately discharge any employee for any reason, without the use for progressive discipline. All employees without a written employment contract shall be considered at-will employees and may be discharged at any time without restriction. A written notice of discharge including effective date and time and stating the specific charges shall be placed in the employee's personnel file. A final job performance evaluation stating the details of unsatisfactory performance shall be completed as soon as possible. Causes for discharge include, but are not limited to:

1. Conviction of a felony or conviction of any other crime connected with employment.
2. Acts of incompetency.
3. Absence without leave.
4. Acts of insubordination.



5. Intentional failure or refusal to carry out instructions.
6. Misappropriation, destruction, theft or conversion of District property.
7. Acts of misconduct while on duty.
8. Willful disregard of orders.
9. Habitual tardiness and/or absenteeism.
10. Falsification of any information required by the District.
11. Failure to report work related accidents or personal injuries.
12. Neglect or carelessness resulting in damage to District property or equipment.
13. Repeated convictions, during employment, of misdemeanors and/or traffic charges when such conviction results in absence from work.
14. Introduction, possession or use on District property or in District vehicles, of intoxicating liquors, or proceeding to or from work under the influence of liquor or drugs.
15. Failure, in the sole discretion of the Director, of the employee to adjust to job requirements or to otherwise competently perform employment responsibilities.

**~~11.06 — Disciplinary Action Appeal~~**

~~An employee may appeal any disciplinary action following the procedures listed in section 11.00.~~

**~~12.00 — Grievance and Disciplinary Action Appeal~~**

~~Any employee who has any grievance concerning working conditions, job classifications, salary, disciplinary action or any other matter related to his job shall have the right of appeal without prejudice or penalty under the following procedure.~~

- ~~A. The employee should first discuss his grievance with his immediate supervisor in an attempt to resolve the problem.~~
- ~~B. If his grievance is not so resolved, the employee may appeal his grievance in writing to the department head within five (5) working days of the previous discussion. The department head shall investigate all sides of the grievance and shall notify the employee in writing of his decision and the reasons therefore within ten (10) working days of the appeal.~~
- ~~C. If his grievance is not so resolved, the employee may appeal his grievance in writing to the Director within five (5) working days of the previous notification. The Director shall investigate all sides of the grievance and shall notify the employee in writing of his decision and the reasons therefore within ten (10) working days of the appeal.~~
- ~~D. If his grievance is not so resolved, the employee may request the Director in writing to appeal his grievance to the Board within five (5) working days of the previous notification. The Board shall be notified in writing of any such appeal within five (5) working days of the request. The Board shall investigate all sides of the grievance and notify the employee in writing of its decision regarding the grievance and the reasons therefore within thirty (30) working days of the appeal. The decision of the Board regarding any grievance is final and cannot be appealed.~~

# Glen Ellyn Park District

## Investment Report

February 28, 2018

<b>Bank Balances</b>	<b>Prior Year February 2017</b>	<b>1st Quarter March 2017</b>	<b>2nd Quarter June 2017</b>	<b>3rd Quarter September 2017</b>	<b>4th Quarter December 2017</b>	<b>Current Year February 2018</b>
Wheaton/Glen Ellyn Bank & Trust	\$ 394,748.12	\$ 588,594.10	\$ 487,850.76	\$ 740,923.92	\$ 386,154.57	\$ 303,210.22
Bridgeview Bank	248,020.80	248,041.86	-	-	-	-
Bridgeview Bank - CD (2)	-	-	248,069.05	248,069.05	248,069.05	248,069.05
Illinois Funds - 9347	3,631,712.82	3,399,470.97	3,271,772.12	3,307,582.73	3,339,581.28	3,362,887.64
Illinois Park District Liquid Asset Fund	200,606.73	200,709.51	201,060.60	201,509.99	202,001.34	202,388.72
Illinois Metropolitan Investment Fund	2,640,175.47	2,642,110.98	5,156,084.90	6,459,357.54	3,651,577.74	3,008,949.24
<b>Total Bank Balance</b>	<b>\$ 7,115,263.94</b>	<b>\$ 7,078,927.42</b>	<b>\$ 9,364,837.43</b>	<b>\$ 10,957,443.23</b>	<b>\$ 7,827,383.98</b>	<b>\$ 7,125,504.87</b>
Illinois Metropolitan - Liquidating Trust (1)	\$ 274,552.46	\$ 274,552.46	\$ 274,552.46	\$ 274,552.46	\$ 274,552.46	\$ 260,232.82
<b>Interest Rates</b>						
Bridgeview Bank	0.10%	0.10%	-	-	-	-
Bridgeview Bank - CD (2)	-	-	1.15%	1.15%	1.15%	1.15%
Illinois Funds - 9347	0.62%	0.70%	0.87%	1.05%	1.19%	1.36%
Illinois Park District Liquid Asset Fund	0.64%	0.60%	0.73%	0.92%	1.04%	1.23%
Illinois Metropolitan Investment Fund	0.75%	0.87%	1.07%	1.16%	1.29%	1.38%
<b>Interest (3)</b>						
Bridgeview Bank	\$ 19.03	\$ 21.06	\$ -	\$ -	\$ -	\$ -
Bridgeview Bank - CD (2)	-	-	234.48	242.29	234.48	218.84
Illinois Funds - 9347	1,732.33	2,117.24	2,343.85	2,848.34	3,366.86	3,508.50
Illinois Park District Liquid Asset Fund	98.47	102.78	120.33	152.33	177.85	190.49
Illinois Metropolitan Investment Fund	1,599.10	1,935.51	4,266.47	5,964.21	4,558.12	3,299.83
<b>Total Interest</b>	<b>\$ 3,448.93</b>	<b>\$ 4,176.59</b>	<b>\$ 6,965.13</b>	<b>\$ 9,207.17</b>	<b>\$ 8,337.31</b>	<b>\$ 7,217.66</b>

- (1) The account value stated reflects the amount of funds yet to be recovered and does not represent the current market value of the asset.  
 (2) 18-month Certificate of Deposit. For reporting purposes, interest is estimated monthly. Interest is disbursed to the park district quarterly.  
 (3) Interest shown is for only the month stated.



# General Ledger Consolidated Budget By Account Type



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Period 02 - 02  
Fiscal Year 2017 - 2018

Description	2017 Period Amt	2017 End Bal	2017 Budget	2018 Period Amt	2018 End Bal	2018 Budget
<b>Revenue</b>						
Property Tax Receipts	<u>884.47</u>	<u>884.47</u>	<u>6,244,988.19</u>	<u>0.00</u>	<u>0.00</u>	<u>5,068,838.36</u>
Other Taxes	<u>0.00</u>	<u>24,348.72</u>	<u>137,000.00</u>	<u>0.00</u>	<u>16,080.26</u>	<u>151,800.00</u>
Charges for Services	<u>85,264.18</u>	<u>327,982.23</u>	<u>1,797,255.00</u>	<u>83,439.96</u>	<u>330,946.76</u>	<u>1,991,865.00</u>
Program Fees	<u>271,160.44</u>	<u>1,652,122.85</u>	<u>3,801,455.74</u>	<u>231,822.12</u>	<u>1,726,914.64</u>	<u>3,828,538.00</u>
Rentals	<u>58,060.90</u>	<u>205,543.56</u>	<u>569,800.00</u>	<u>55,546.08</u>	<u>227,859.74</u>	<u>607,864.00</u>
Concessions	<u>348.00</u>	<u>950.10</u>	<u>84,200.00</u>	<u>0.00</u>	<u>1,330.20</u>	<u>80,300.00</u>
Product Sales	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10.00</u>	<u>20.00</u>	<u>0.00</u>
Interest Income	<u>3,269.84</u>	<u>7,130.89</u>	<u>19,600.00</u>	<u>0.00</u>	<u>7,809.31</u>	<u>37,500.00</u>
Licenses & Permits	<u>3,570.00</u>	<u>7,560.00</u>	<u>7,380.00</u>	<u>840.00</u>	<u>6,090.00</u>	<u>12,630.00</u>
Grants & Donations	<u>1,693.00</u>	<u>5,750.00</u>	<u>585,000.00</u>	<u>3.00</u>	<u>1,635.67</u>	<u>317,092.00</u>
Miscellaneous Income	<u>5,100.23</u>	<u>6,281.18</u>	<u>36,950.00</u>	<u>280.00</u>	<u>3,315.23</u>	<u>68,700.00</u>
Transfers Received	<u>0.00</u>	<u>0.00</u>	<u>2,885,041.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,761,061.00</u>
Chargeback Revenue	<u>0.00</u>	<u>0.00</u>	<u>492,879.00</u>	<u>0.00</u>	<u>0.00</u>	<u>503,259.00</u>
<b>Revenue</b>	<b>429,351.06</b>	<b>2,238,554.00</b>	<b>16,661,548.93</b>	<b>371,941.16</b>	<b>2,322,001.81</b>	<b>15,429,447.36</b>

<b>Description</b>	<b>2017 Period Amt</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 Period Amt</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<i>Expense</i>						
Salaries & Wages	<u>256,058.67</u>	<u>382,637.95</u>	<u>3,003,541.00</u>	<u>255,555.70</u>	<u>384,794.62</u>	<u>3,117,978.00</u>
Salaries & Wages - Programs	<u>50,592.24</u>	<u>75,803.83</u>	<u>793,618.75</u>	<u>52,518.76</u>	<u>76,458.50</u>	<u>797,053.00</u>
Contractual Labor	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
Contractual Services - Other	<u>23,866.90</u>	<u>29,718.39</u>	<u>560,920.00</u>	<u>21,521.92</u>	<u>22,911.53</u>	<u>559,239.00</u>
Contractual Services- Programs	<u>99,643.79</u>	<u>123,354.79</u>	<u>1,205,706.78</u>	<u>59,860.17</u>	<u>113,617.36</u>	<u>1,238,397.00</u>
Materials & Supplies	<u>19,152.22</u>	<u>19,575.32</u>	<u>421,180.00</u>	<u>15,173.68</u>	<u>14,221.29</u>	<u>408,803.00</u>
Materials & Supplies -Programs	<u>8,521.61</u>	<u>9,277.86</u>	<u>409,960.13</u>	<u>14,526.92</u>	<u>16,813.74</u>	<u>399,629.00</u>
Computer SoftHardware Equip.	<u>175.22</u>	<u>175.22</u>	<u>22,000.00</u>	<u>-369.97</u>	<u>-369.97</u>	<u>22,000.00</u>
Other Equipment	<u>10,788.60</u>	<u>12,721.72</u>	<u>130,250.00</u>	<u>14,118.72</u>	<u>16,185.77</u>	<u>118,200.00</u>
Building & Landscaping	<u>3,778.93</u>	<u>3,778.93</u>	<u>131,925.00</u>	<u>1,747.87</u>	<u>672.74</u>	<u>116,925.00</u>
Insurance Expenses (PCL)	<u>12,953.63</u>	<u>12,953.63</u>	<u>188,289.27</u>	<u>13,095.11</u>	<u>13,085.11</u>	<u>186,400.00</u>
Employment Expenses	<u>84,208.95</u>	<u>107,493.36</u>	<u>1,031,041.00</u>	<u>78,524.51</u>	<u>101,595.26</u>	<u>1,063,400.00</u>
Utilities	<u>5,509.83</u>	<u>7,452.71</u>	<u>578,750.00</u>	<u>34,768.51</u>	<u>36,681.58</u>	<u>602,250.00</u>
Capital	<u>14,991.07</u>	<u>14,991.07</u>	<u>2,866,776.00</u>	<u>11,252.21</u>	<u>31,448.92</u>	<u>2,024,804.00</u>
Debt Service	<u>0.00</u>	<u>0.00</u>	<u>2,448,311.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,158,900.00</u>
Miscellaneous Expenses	<u>21,488.70</u>	<u>40,756.16</u>	<u>338,683.40</u>	<u>8,098.22</u>	<u>44,368.02</u>	<u>364,571.00</u>
Transfers Out	<u>0.00</u>	<u>0.00</u>	<u>2,885,041.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,761,061.00</u>
Chargebacks & Indirect Expense	<u>0.00</u>	<u>0.00</u>	<u>491,810.00</u>	<u>0.00</u>	<u>0.00</u>	<u>503,258.80</u>
<i>Expense</i>	<b><u>611,730.36</u></b>	<b><u>840,690.94</u></b>	<b><u>17,517,803.33</u></b>	<b><u>580,392.33</u></b>	<b><u>872,484.47</u></b>	<b><u>15,452,868.80</u></b>

<b>Description</b>	<b>2017 Period Amt</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 Period Amt</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>Revenue Total</b>	429,351.06	2,238,554.00	16,661,548.93	371,941.16	2,322,001.81	15,429,447.36
<b>Expense Total</b>	611,730.36	840,690.94	17,517,803.33	580,392.33	872,484.47	15,452,868.80
<b>Grand Total</b>	-182,379.30	1,397,863.06	-856,254.40	-208,451.17	1,449,517.34	-23,421.44

General Ledger  
Consolidated Budget By  
Account Type



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Period 02 - 02  
Fiscal Year 2017 - 2018

<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>10</b>	<b>Corporate Fund</b>				
<b>10</b>	<b>Revenue</b>				
10	Property Tax Receipts	884.47	2,103,300.00	0.00	2,108,000.00
10	Other Taxes	12,174.36	68,500.00	8,040.13	75,900.00
10	Charges for Services	0.00	0.00	0.00	0.00
10	Rentals	0.00	0.00	0.00	0.00
10	Interest Income	1,286.98	5,000.00	1,946.89	10,000.00
10	Grants & Donations	0.00	0.00	0.00	0.00
10	Miscellaneous Income	1,261.18	200.00	1,500.00	200.00
10	Transfers Received	0.00	76,874.00	0.00	78,530.00
10	Chargeback Revenue	0.00	0.00	0.00	0.00
<b>10</b>	<b>Revenue</b>	<b>15,606.99</b>	<b>2,253,874.00</b>	<b>11,487.02</b>	<b>2,272,630.00</b>
<b>10</b>	<b>Expense</b>				
10	Salaries & Wages	145,728.05	1,090,559.00	144,457.84	1,178,674.00
10	Contractual Labor	0.00	10,000.00	0.00	10,000.00
10	Contractual Services - Other	4,780.28	202,585.00	5,296.43	210,392.00
10	Materials & Supplies	7,774.63	199,250.00	5,665.39	184,700.00
10	Computer SoftHardware Equip.	125.74	11,500.00	-399.96	11,500.00
10	Other Equipment	0.00	3,350.00	574.64	3,300.00
10	Building & Landscaping	3,731.30	114,500.00	672.74	103,500.00
10	Insurance Expenses (PCL)	12,953.63	188,289.27	13,085.11	186,400.00
10	Employment Expenses	44,052.72	460,185.00	41,796.69	472,500.00
10	Utilities	2,672.59	50,360.00	5,238.56	51,150.00
10	Capital	0.00	2,500.00	0.00	2,500.00
10	Miscellaneous Expenses	1,604.40	40,690.00	5,579.00	46,030.00
10	Transfers Out	0.00	77,374.00	0.00	102,374.00
<b>10</b>	<b>Expense</b>	<b>223,423.34</b>	<b>2,451,142.27</b>	<b>221,966.44</b>	<b>2,563,020.00</b>
<b>Revenue Total</b>		<b>15,606.99</b>	<b>2,253,874.00</b>	<b>11,487.02</b>	<b>2,272,630.00</b>
<b>Expense Total</b>		<b>223,423.34</b>	<b>2,451,142.27</b>	<b>221,966.44</b>	<b>2,563,020.00</b>
<b>Grand Total</b>		<b>-207,816.35</b>	<b>-197,268.27</b>	<b>-210,479.42</b>	<b>-290,390.00</b>
<b>10</b>	<b>Corporate Fund</b>	<b>-207,816.35</b>	<b>-197,268.27</b>	<b>-210,479.42</b>	<b>-290,390.00</b>

General Ledger  
Consolidated Budget By  
Account Type



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Period 02 - 02  
Fiscal Year 2017 - 2018

Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
<b>20</b>	<b>Recreation Fund</b>				
<b>20</b>	<b>Revenue</b>				
20	Property Tax Receipts	0.00	1,097,394.19	0.00	1,169,502.36
20	Other Taxes	12,174.36	68,500.00	8,040.13	75,900.00
20	Charges for Services	327,982.23	1,797,255.00	330,946.76	1,991,865.00
20	Program Fees	1,652,622.85	3,811,655.74	1,726,914.64	3,828,538.00
20	Rentals	205,543.56	569,800.00	227,859.74	607,864.00
20	Concessions	950.10	84,200.00	1,330.20	80,300.00
20	Product Sales	0.00	0.00	20.00	0.00
20	Interest Income	4,118.94	7,500.00	5,290.75	20,000.00
20	Licenses & Permits	7,560.00	7,380.00	6,090.00	12,630.00
20	Grants & Donations	5,750.00	11,000.00	1,635.67	13,000.00
20	Miscellaneous Income	20.00	15,200.00	625.00	8,500.00
20	Transfers Received	0.00	0.00	0.00	0.00
20	Chargeback Revenue	0.00	492,879.00	0.00	503,259.00
<b>20</b>	<b>Revenue</b>	<b>2,216,722.04</b>	<b>7,962,763.93</b>	<b>2,308,752.89</b>	<b>8,311,358.36</b>
<b>20</b>	<b>Expense</b>				
20	Salaries & Wages	229,703.13	1,872,982.00	232,809.76	1,896,804.00
20	Salaries & Wages - Programs	75,803.83	793,618.75	76,458.50	797,053.00
20	Contractual Services - Other	24,938.11	358,335.00	17,615.10	348,847.00
20	Contractual Services- Programs	123,354.79	1,214,841.78	113,617.36	1,238,397.00
20	Materials & Supplies	12,122.69	222,210.00	8,555.90	224,103.00
20	Materials & Supplies -Programs	9,277.86	409,960.13	16,813.74	399,629.00
20	Computer SoftHardware Equip.	49.48	10,500.00	29.99	10,500.00
20	Other Equipment	3,693.34	11,900.00	4,111.13	19,900.00
20	Building & Landscaping	47.63	17,425.00	0.00	13,425.00
20	Employment Expenses	61,545.35	555,556.00	58,159.15	574,700.00
20	Utilities	4,780.12	528,390.00	31,443.02	551,100.00
20	Capital	0.00	0.00	0.00	0.00
20	Debt Service	0.00	0.00	0.00	0.00
20	Miscellaneous Expenses	39,151.76	297,993.40	38,789.02	318,541.00
20	Transfers Out	0.00	1,291,852.00	0.00	1,768,508.00
20	Chargebacks & Indirect Expense	0.00	492,878.50	0.00	503,258.80
<b>20</b>	<b>Expense</b>	<b>584,468.09</b>	<b>8,078,442.56</b>	<b>598,402.67</b>	<b>8,664,765.80</b>
	<b>Revenue Total</b>	<b>2,216,722.04</b>	<b>7,962,763.93</b>	<b>2,308,752.89</b>	<b>8,311,358.36</b>
	<b>Expense Total</b>	<b>584,468.09</b>	<b>8,078,442.56</b>	<b>598,402.67</b>	<b>8,664,765.80</b>
	<b>Grand Total</b>	<b>1,632,253.95</b>	<b>-115,678.63</b>	<b>1,710,350.22</b>	<b>-353,407.44</b>
<b>20</b>	<b>Recreation Fund</b>	<b>1,632,253.95</b>	<b>-115,678.63</b>	<b>1,710,350.22</b>	<b>-353,407.44</b>

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<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>45</b>	<b>Debt Service Fund</b>				
<b>45</b>	<b>Revenue</b>				
45	Property Tax Receipts	<b>0.00</b>	2,444,655.00	<b>0.00</b>	1,155,900.00
45	Interest Income	<b>0.00</b>	1,000.00	<b>0.00</b>	1,000.00
45	Debt Proceeds	<b>0.00</b>	0.00	<b>0.00</b>	0.00
45	Transfers Received	<b>0.00</b>	0.00	<b>0.00</b>	0.00
<b>45</b>	<b>Revenue</b>	<b>0.00</b>	<b>2,445,655.00</b>	<b>0.00</b>	<b>1,156,900.00</b>
<b>45</b>	<b>Expense</b>				
45	Debt Service	<b>0.00</b>	2,448,311.00	<b>0.00</b>	1,158,900.00
45	Transfers Out	<b>0.00</b>	1,000.00	<b>0.00</b>	1,000.00
<b>45</b>	<b>Expense</b>	<b>0.00</b>	<b>2,449,311.00</b>	<b>0.00</b>	<b>1,159,900.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>2,445,655.00</b>	<b>0.00</b>	<b>1,156,900.00</b>
<b>Expense Total</b>		<b>0.00</b>	<b>2,449,311.00</b>	<b>0.00</b>	<b>1,159,900.00</b>
<b>Grand Total</b>		<b>0.00</b>	<b>-3,656.00</b>	<b>0.00</b>	<b>-3,000.00</b>
<b>45</b>	<b>Debt Service Fund</b>	<b>0.00</b>	<b>-3,656.00</b>	<b>0.00</b>	<b>-3,000.00</b>



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<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>55</b>	<b>Special Recreation Fund</b>				
<b>55</b>	<b>Revenue</b>				
55	Property Tax Receipts	<b>0.00</b>	599,639.00	<b>0.00</b>	635,436.00
55	Interest Income	<b>0.00</b>	0.00	<b>0.00</b>	0.00
55	Transfers Received	<b>0.00</b>	<u>0.00</u>	<b>0.00</b>	<u>0.00</u>
<b>55</b>	<b>Revenue</b>	<b>0.00</b>	<b>599,639.00</b>	<b>0.00</b>	<b>635,436.00</b>
<b>55</b>	<b>Expense</b>				
55	Salaries & Wages	<b>7,206.77</b>	40,000.00	<b>7,527.02</b>	42,500.00
55	Employment Expenses	<b>1,895.29</b>	15,300.00	<b>1,639.42</b>	16,200.00
55	Capital	<b>2,855.00</b>	571,544.00	<b>1,596.73</b>	509,404.00
55	Transfers Out	<b>0.00</b>	<u>0.00</u>	<b>0.00</b>	<u>0.00</u>
<b>55</b>	<b>Expense</b>	<b>11,957.06</b>	<b>626,844.00</b>	<b>10,763.17</b>	<b>568,104.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>599,639.00</b>	<b>0.00</b>	<b>635,436.00</b>
<b>Expense Total</b>		<b>11,957.06</b>	<b>626,844.00</b>	<b>10,763.17</b>	<b>568,104.00</b>
<b>Grand Total</b>		<b>-11,957.06</b>	<b>-27,205.00</b>	<b>-10,763.17</b>	<b>67,332.00</b>
<b>55</b>	<b>Special Recreation Fund</b>	<b>-11,957.06</b>	<b>-27,205.00</b>	<b>-10,763.17</b>	<b>67,332.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>85</b>	<b>Asset Replacement Fund</b>				
<b>85</b>	<b>Revenue</b>				
85	Property Tax Receipts	<b>0.00</b>	0.00	<b>0.00</b>	0.00
85	Rentals	<b>0.00</b>	40,000.00	<b>0.00</b>	0.00
85	Interest Income	<b>0.00</b>	0.00	<b>0.00</b>	0.00
85	Grants & Donations	<b>0.00</b>	35,000.00	<b>0.00</b>	35,000.00
85	Miscellaneous Income	<b>0.00</b>	2,000.00	<b>0.00</b>	40,000.00
85	Transfers Received	<b>0.00</b>	1,393,167.00	<b>0.00</b>	1,897,531.00
<b>85</b>	<b>Revenue</b>	<b>0.00</b>	<b>1,470,167.00</b>	<b>0.00</b>	<b>1,972,531.00</b>
<b>85</b>	<b>Expense</b>				
85	Other Equipment	<b>9,028.38</b>	115,000.00	<b>11,500.00</b>	95,000.00
85	Capital	<b>0.00</b>	107,500.00	<b>0.00</b>	259,000.00
85	Transfers Out	<b>0.00</b>	1,415,000.00	<b>0.00</b>	785,000.00
<b>85</b>	<b>Expense</b>	<b>9,028.38</b>	<b>1,637,500.00</b>	<b>11,500.00</b>	<b>1,139,000.00</b>
	<b>Revenue Total</b>	<b>0.00</b>	<b>1,470,167.00</b>	<b>0.00</b>	<b>1,972,531.00</b>
	<b>Expense Total</b>	<b>9,028.38</b>	<b>1,637,500.00</b>	<b>11,500.00</b>	<b>1,139,000.00</b>
	<b>Grand Total</b>	<b>-9,028.38</b>	<b>-167,333.00</b>	<b>-11,500.00</b>	<b>833,531.00</b>
<b>85</b>	<b>Asset Replacement Fund</b>	<b>-9,028.38</b>	<b>-167,333.00</b>	<b>-11,500.00</b>	<b>833,531.00</b>

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<b>94</b>	<b>Capital Improvements Fund</b>				
<b>94</b>	<b>Revenue</b>				
94	Interest Income	1,724.97	6,000.00	571.67	6,000.00
94	Grants & Donations	0.00	539,000.00	0.00	269,092.00
94	Debt Proceeds	1,649.49	0.00	0.00	0.00
94	Miscellaneous Income	5,000.00	0.00	1,190.23	0.00
94	Transfers Received	0.00	1,415,000.00	0.00	785,000.00
<b>94</b>	<b>Revenue</b>	<b>8,374.46</b>	<b>1,960,000.00</b>	<b>1,761.90</b>	<b>1,060,092.00</b>
<b>94</b>	<b>Expense</b>				
94	Capital	14,660.06	2,480,232.00	29,852.19	1,143,900.00
94	Debt Service	0.00	0.00	0.00	0.00
94	Transfers Out	0.00	99,815.00	0.00	104,179.00
<b>94</b>	<b>Expense</b>	<b>14,660.06</b>	<b>2,580,047.00</b>	<b>29,852.19</b>	<b>1,248,079.00</b>
	<b>Revenue Total</b>	<b>8,374.46</b>	<b>1,960,000.00</b>	<b>1,761.90</b>	<b>1,060,092.00</b>
	<b>Expense Total</b>	<b>14,660.06</b>	<b>2,580,047.00</b>	<b>29,852.19</b>	<b>1,248,079.00</b>
	<b>Grand Total</b>	<b>-6,285.60</b>	<b>-620,047.00</b>	<b>-28,090.29</b>	<b>-187,987.00</b>
<b>94</b>	<b>Capital Improvements Fund</b>	<b>-6,285.60</b>	<b>-620,047.00</b>	<b>-28,090.29</b>	<b>-187,987.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>96</b>	<b>Cash In Lieu of Land Fund</b>				
<b>96</b>	<b>Revenue</b>				
96	Interest Income	<b>0.00</b>	100.00	<b>0.00</b>	500.00
96	Miscellaneous Income	<b>0.00</b>	<u>20,000.00</u>	<b>0.00</b>	<u>20,000.00</u>
<b>96</b>	<b>Revenue</b>	<b>0.00</b>	<b>20,100.00</b>	<b>0.00</b>	<b>20,500.00</b>
<b>96</b>	<b>Expense</b>				
96	Capital	<b>0.00</b>	<u>205,000.00</u>	<b>0.00</b>	<u>110,000.00</u>
<b>96</b>	<b>Expense</b>	<b>0.00</b>	<b>205,000.00</b>	<b>0.00</b>	<b>110,000.00</b>
<b>Revenue Total</b>		<b>0.00</b>	<b>20,100.00</b>	<b>0.00</b>	<b>20,500.00</b>
<b>Expense Total</b>		<b>0.00</b>	<b>205,000.00</b>	<b>0.00</b>	<b>110,000.00</b>
<b>Grand Total</b>		<b>0.00</b>	<b>-184,900.00</b>	<b>0.00</b>	<b>-89,500.00</b>
<b>96</b>	<b>Cash In Lieu of Land Fund</b>	<b>0.00</b>	<b>-184,900.00</b>	<b>0.00</b>	<b>-89,500.00</b>

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<b>Fund</b>	<b>Description</b>	<b>2017 End Bal</b>	<b>2017 Budget</b>	<b>2018 End Bal</b>	<b>2018 Budget</b>
<b>Revenue Total</b>		2,240,703.49	16,712,198.93	2,322,001.81	15,429,447.36
<b>Expense Total</b>		843,536.93	18,028,286.83	872,484.47	15,452,868.80
<b>Grand Total</b>		1,397,166.56	-1,316,087.90	1,449,517.34	-23,421.44