

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
April 17, 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 – Park District Support Staff**
- 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 \$136,469.45
 - B. Minutes: March 13, 2018 Regular Meeting minutes and April 3, 2018 Workshop Meeting minutes
- VIII. Old Business**
 - A. Main Street Recreation Center Playground Installation Bid
 - B. Main Street Recreation Center Playground Equipment Bid
- IX. New Business**
 - A. Discussion of Board officers and advisory committee liaisons for May, 2018 - May, 2019
- X. Staff Reports**
 - A. Finance Report (For information only)
- XI. Commissioners' Reports**
- XII. Adjourn**



MEMO

April 11, 2018

TO: Park District Board of Commissioners

**FROM: Kathleen Esposito, Superintendent of Recreation
Mary Defiglia, Assistant Superintendent of Facilities
Ryan Miller, Facility Manager**

CC: Dave Harris, Executive Director

RE: Front Office Staff Recognition

The Glen Ellyn Park District Board of Commissioners would like to recognize the hard work, long time service and dedication of the following front desk staff: Maureen Ray, Shanda Cotter, and Rebecca Karales. With over 20 years of service working at the three recreation centers, Ackerman Sports and Fitness, Main Street and Spring Avenue, these loyal front office staff employees are critical to the everyday operations of the centers.

The front desk office position requires a thorough knowledge of various responsibilities including: proficiency with the Active Net Registration Software, attention to details and the flexibility to manage multiple tasks while remaining calm and effective while dealing with the public. Customer service skills including phone etiquette, front desk assistance, thorough knowledge of the park district programs and facilities are essential to their position. All three staff members go the extra mile to make a customer's experience the best it can be.

Maureen Ray is in her 26th year of employment at the Park District beginning her career at the Main Street Recreation Center and then working at the Spring Avenue Recreation Center when it opened in 2000 and now can be found behind the desk of the Ackerman Sports and Fitness Center. In a recent survey, one of the comments included: *"Maureen is the best! I have been fortunate enough to know her at the Spring Avenue facility. She provides direction, insight and a great sense of humor that makes a member feel welcome. She is one of the friendliest people I have ever met and always greets you with a smile."* Maureen's knowledge and pride in her work creates long and lasting relationships with the facility's members and guests. Maureen raised her children in Glen Ellyn and loves to call Glen Ellyn her home.

Shanda Cotter is in her 24th year of service at the Park District working all those years behind the counter of the Main Street Recreation Center. She has seen major changes at this facility and keeps up with all of them. Shanda has gotten to know many families over the years and takes great pride in assisting them. She is our front-line person for the hundreds of seniors who have their taxes done each year and oversees the preschool payment procedures. One family recently wrote, *"Shanda really cares about making sure I am signing up correctly and helps me tremendously with this process. She is very kind to many people."* Shanda is reliable, steady and enjoys working with patrons and other staff members. The community of Glen Ellyn is very special to Shanda having grown up in Glen Ellyn while also attending Glenbard West.

Rebecca Karales is in her 22nd year of service at the Park District beginning her career at the Main Street Recreation Center and then moving to Spring Avenue in 2000 where she remains today. Rebecca does a great job handling a variety of unique responsibilities including assisting dog park owners with registration permits, coordinating platform tennis memberships, working with the programming and administrative staff and overseeing the training of the evening and weekend office staff. Her smiling face and willingness to help others is one of the outstanding qualities that she brings to her position. Staff received a note from a family thanking us and added a nice comment, *"Rebecca has been there since both my boys were in Preschool at Spring Avenue and she was awesome then and she continues to be helpful and awesome now!"* The community of Glen Ellyn is also special to Rebecca who grew up in Glen Ellyn, attending Glenbard West and is the younger sister of Shanda.

The Glen Ellyn Park District is fortunate to have such a great group of devoted front office staff at the three park district recreation centers for the past three decades. The offices run smoothly in a warm and inviting environment due to the dedication, knowledge and reliability of these staff members.

On behalf of the Glen Ellyn Park District and the Board of Commissioners, we would like to recognize Maureen Ray, Shanda Cotter, and Rebecca Karales for their hard work, dedication and service to our community.

Accounts Payable

Voucher Approval Document

Warrant Request Date: 4/17/2018



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	42,626.30
20	Recreation Fund	79,757.21
55	Special Recreation Fund	482.27
94	Capital Improvements Fund	4,962.40
96	Cash In Lieu of Land Fund	8,641.27
	Report Total:	<u>136,469.45</u>

Accounts Payable

Computer Check Proof List by Vendor

User: cyocum
 Printed: 04/10/2018 - 4:36PM
 Batch: 00003.04.2018



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 199154	A.C.B. Masonry, LLC			Check Sequence: 1	ACH Enabled: False
Deposit	Pond Repairs	6,399.75	04/18/2018	96-00-880-575110-0000	
	Check Total:	6,399.75			
Vendor: 200222	Accurate Repro Inc.			Check Sequence: 2	ACH Enabled: False
135930	Signs	64.27	04/18/2018	20-30-100-521650-0000	
135930	Signs	171.80	04/18/2018	20-00-000-521650-0000	
135930	Signs	128.80	04/18/2018	20-00-000-585175-0000	
	Check Total:	364.87			
Vendor: 103170	Alexander Equipment Company			Check Sequence: 3	ACH Enabled: False
142164	Chain Saw Parts	46.90	04/18/2018	10-10-000-530210-0000	
	Check Total:	46.90			
Vendor: 103689	American Soccer Company, Inc.			Check Sequence: 4	ACH Enabled: False
6507396	Uniforms	64.81	04/18/2018	20-21-000-535500-1120	
	Check Total:	64.81			
Vendor: 100182	AMI Graphics, LLC			Check Sequence: 5	ACH Enabled: False
838801	Sponsor Banners	363.39	04/18/2018	20-21-000-535500-1234	
838801	Sponsor Banners	525.39	04/18/2018	20-21-000-535500-1173	
838801	Touch A Truck Banner	75.00	04/18/2018	20-00-000-521650-0000	
838906	Freedom Four Banner	131.55	04/18/2018	20-00-000-521650-0000	
	Check Total:	1,095.33			
Vendor: 103965	Ancel, Glink, Diamond, Bush			Check Sequence: 6	ACH Enabled: False
63058	3/18 Attorney Fees	1,095.00	04/18/2018	10-00-000-521100-0000	
	Check Total:	1,095.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 104993	Aqua Pure Enterprises Inc.			Check Sequence: 7	ACH Enabled: False
112891	CPO Class	314.00	04/18/2018	10-10-000-585250-0000	
113048	Pressure Test	216.00	04/18/2018	96-00-880-575110-0000	
	Check Total:	530.00			
Vendor: 105167	Armbrust Plumbing and Heating			Check Sequence: 8	ACH Enabled: False
103569	Reset Burned Out Breaker	326.00	04/18/2018	20-30-100-521600-0000	
103787	Repaired Water Lines	1,390.31	04/18/2018	10-10-000-550300-0000	
103833	Replace Check Valve	619.02	04/18/2018	20-30-300-550302-0000	
	Check Total:	2,335.33			
Vendor: 198933	Steven Balazs			Check Sequence: 9	ACH Enabled: False
	Picnic Entertainment	650.00	04/18/2018	20-24-000-525500-4610	
	Check Total:	650.00			
Vendor: 108315	Batteries Plus			Check Sequence: 10	ACH Enabled: False
487297016	Lightbulbs	131.00	04/18/2018	20-30-100-530300-0000	
487297102	Batteries	45.95	04/18/2018	10-10-000-530210-0000	
487297110	Alarm Batteries	41.90	04/18/2018	20-30-450-521630-0000	
487297110	Alarm Batteries	41.90	04/18/2018	20-30-150-530300-0000	
	Check Total:	260.75			
Vendor: 108508	Beacon Athletics			Check Sequence: 11	ACH Enabled: False
487242	Equipment	295.26	04/18/2018	20-21-000-535500-1111	
487242	Equipment	295.26	04/18/2018	20-21-000-535500-1232	
488357	Bases/Tools	668.00	04/18/2018	20-21-000-535500-1232	
	Check Total:	1,258.52			
Vendor: 107310	B-Sharp, LLC			Check Sequence: 12	ACH Enabled: False
	Winter Classes	2,173.00	04/18/2018	20-24-000-525500-4610	
	Check Total:	2,173.00			
Vendor: 199207	Burriss Equipment			Check Sequence: 13	ACH Enabled: False
PI84432	Aerovator Repairs	410.63	04/18/2018	10-10-000-530210-0000	
	Check Total:	410.63			
Vendor: 113050	Case Lots Inc.			Check Sequence: 14	ACH Enabled: False
896	Cleaning Supplies	48.85	04/18/2018	20-30-100-530300-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
911	Cleaning Supplies	97.10	04/18/2018	20-30-100-530300-0000	
	Check Total:	145.95			
Vendor: 113456	Central Turf & Irrigation Irrigation Covers	25.26	04/18/2018	10-10-000-521315-0000	Check Sequence: 15 ACH Enabled: False
	Check Total:	25.26			
Vendor: 113916 15894	Chicago Fire & Burglar Inc. Program Panic Button	195.00	04/18/2018	20-30-200-521600-0000	Check Sequence: 16 ACH Enabled: False
	Check Total:	195.00			
Vendor: 115285	ComEd 2/19-3/20/18 Electricity	32.63	04/18/2018	10-00-000-570100-0000	Check Sequence: 17 ACH Enabled: False
	Check Total:	32.63			
Vendor: 115428 1791	Cool Science Winter Classes	747.00	04/18/2018	20-22-000-525500-2350	Check Sequence: 18 ACH Enabled: False
	Check Total:	747.00			
Vendor: 115438 66129	Cooling Equipment Service, Inc. Replace Contactor/Thermostat	856.65	04/18/2018	20-30-300-521600-0000	Check Sequence: 19 ACH Enabled: False
	Check Total:	856.65			
Vendor: 200212 GDPBA	Darien Youth Club League Fees	180.00	04/18/2018	20-21-000-525500-1233	Check Sequence: 20 ACH Enabled: False
	Check Total:	180.00			
Vendor: 199470	Rafael Davalos Boot Reimbursement	50.00	04/18/2018	10-00-000-585815-0000	Check Sequence: 21 ACH Enabled: False
	Check Total:	50.00			
Vendor: 118020 2042185928 2042185928	Deluxe Deposit Tickets Deposit Tickets	197.03 197.03	04/18/2018 04/18/2018	10-00-000-521700-0000 20-00-000-521700-0000	Check Sequence: 22 ACH Enabled: False
	Check Total:	394.06			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 198843	Kim Dikker			Check Sequence: 23	ACH Enabled: False
	1/18-3/18 Mileage	16.05	04/18/2018	20-00-000-585270-0000	
	Check Total:	16.05			
Vendor: 199414	Divine Signs and Graphics			Check Sequence: 24	ACH Enabled: False
27217	Posters/Signs	79.46	04/18/2018	20-30-100-521650-0000	
27217	Posters/Signs	158.92	04/18/2018	20-00-000-521650-0000	
27217	Posters/Signs	37.50	04/18/2018	20-00-000-585175-0000	
27232	Posters/Signs	54.45	04/18/2018	20-30-100-521650-0000	
27252	Signs	715.00	04/18/2018	20-30-100-521650-0000	
	Check Total:	1,045.33			
Vendor: 119696	DuPage County Health Dept			Check Sequence: 25	ACH Enabled: False
10552	Annual Food Permit	233.00	04/18/2018	20-30-300-530095-0000	
10569	Annual Food Permit	233.00	04/18/2018	20-21-000-525500-1236	
10582	Annual Food Permit	233.00	04/18/2018	20-21-000-525500-1163	
14248	Annual Food Permit	265.00	04/18/2018	20-30-400-530900-0000	
	Check Total:	964.00			
Vendor: 119710	DuPage Training Academy			Check Sequence: 26	ACH Enabled: False
39714/714/8300	Indoor Training	11,940.00	04/18/2018	20-21-000-525500-1233	
	Check Total:	11,940.00			
Vendor: 123370	Elmhurst Park District			Check Sequence: 27	ACH Enabled: False
	Pedways Trip	592.65	04/18/2018	20-25-000-525500-5702	
02127	Adult Classes	25.00	04/18/2018	20-22-000-525500-2364	
	Check Total:	617.65			
Vendor: 199465	Engineering Resource Associates, Inc.			Check Sequence: 28	ACH Enabled: False
180102.02	Engineering Services	2,735.00	04/18/2018	94-90-805-575150-0000	
	Check Total:	2,735.00			
Vendor: 200216	ERC Wiping Products			Check Sequence: 29	ACH Enabled: False
642248	Fitness Towels	908.00	04/18/2018	20-30-100-530300-0000	
	Check Total:	908.00			
Vendor: 125150	Esscoe, LLC			Check Sequence: 30	ACH Enabled: False
30649	Annual Fire Inspection	1,680.00	04/18/2018	20-30-100-521600-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,680.00			
Vendor: 198979 4416673	Ferguson Enterprises, Inc. Facuet Replacements	661.10	04/18/2018	Check Sequence: 31 10-10-000-550300-0000	ACH Enabled: False
	Check Total:	661.10			
Vendor: 129093 157499 162444/43 162445 162446 162448 162462 162463 162464	Fox Valley Fire & Safety Alarm Monitoring Alarm Inspection Alarm Inspection Alarm Inspection Alarm Inspection Alarm Inspection Alarm Inspection Alarm Inspection	150.00 285.00 125.00 140.00 166.50 150.00 200.00 570.00	04/18/2018 04/18/2018 04/18/2018 04/18/2018 04/18/2018 04/18/2018 04/18/2018 04/18/2018	Check Sequence: 32 20-21-000-525500-1161 20-30-500-521600-0000 10-10-000-521600-0000 20-30-300-521600-0000 20-30-350-521600-0000 20-30-150-521600-0000 20-30-450-521600-0000 20-30-200-521600-0000	ACH Enabled: False
	Check Total:	1,786.50			
Vendor: 129640 38934	Fullife Safety Center Respirator Testing	108.00	04/18/2018	Check Sequence: 33 10-10-000-585250-0000	ACH Enabled: False
	Check Total:	108.00			
Vendor: 132271	Grainger, Inc. Pond Pump/Hoses	580.25	04/18/2018	Check Sequence: 34 96-00-880-575110-0000	ACH Enabled: False
	Check Total:	580.25			
Vendor: 200217	Brett Hepner Baseball Meeting	92.76	04/18/2018	Check Sequence: 35 20-21-000-535500-1232	ACH Enabled: False
	Check Total:	92.76			
Vendor: 200078 5296	Holmgren Electric Inc. Replaced Transformer	1,413.72	04/18/2018	Check Sequence: 36 10-10-000-550300-0000	ACH Enabled: False
	Check Total:	1,413.72			
Vendor: 200043 681	Hot Shots Sports-Chicago Spring Session	1,023.00	04/18/2018	Check Sequence: 37 20-30-100-525500-0000	ACH Enabled: False
	Check Total:	1,023.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 141774	Illinois Recreational Cheer			Check Sequence: 38	ACH Enabled: False
001	Rulebooks/Videos	680.00	04/18/2018	20-21-000-525500-1241	
001	Rulebooks/Videos	60.00	04/18/2018	20-21-000-535500-1241	
	Check Total:	740.00			
Vendor: 148305	Rebecca Karales			Check Sequence: 39	ACH Enabled: False
	3/18 Mileage	17.12	04/18/2018	20-00-000-585270-0000	
	Check Total:	17.12			
Vendor: 151470	Landscape Material			Check Sequence: 40	ACH Enabled: False
27725	Mulch	1,260.00	04/18/2018	10-10-000-550301-0000	
	Check Total:	1,260.00			
Vendor: 152045	Len's Ace Hardware			Check Sequence: 41	ACH Enabled: False
	Door Handle	23.39	04/18/2018	10-10-000-550301-0000	
	Grinding Wheel/Blades	25.17	04/18/2018	20-30-100-530300-0000	
	Flagging Tape	13.61	04/18/2018	20-26-000-535500-6801	
	Keys	8.96	04/18/2018	10-10-000-530900-0000	
	Paint	18.87	04/18/2018	20-30-300-530300-0000	
	Paint	60.76	04/18/2018	20-30-500-530402-0000	
	Wax Ring	4.49	04/18/2018	10-10-000-550300-0000	
	Keys	13.44	04/18/2018	10-10-000-530900-0000	
	Steel Wool/Bushing	8.97	04/18/2018	10-10-000-530300-0000	
	Channel Locks	14.39	04/18/2018	10-10-000-530300-0000	
	Keys	18.84	04/18/2018	10-10-000-530900-0000	
	Keys	134.52	04/18/2018	20-21-000-535500-1181	
	Playground Repairs	23.36	04/18/2018	10-10-000-550301-0000	
	Keys	11.21	04/18/2018	10-10-000-530900-0000	
	Check Total:	379.98			
Vendor: 154610	Market Access Corporation			Check Sequence: 42	ACH Enabled: False
5335	Special Use Permits	700.00	04/18/2018	20-30-150-521205-0000	
	Check Total:	700.00			
Vendor: 156599	Menard's			Check Sequence: 43	ACH Enabled: False
79801	Nozzles	48.47	04/18/2018	10-10-000-530300-0000	
79808	Fence Repairs	914.06	04/18/2018	10-10-000-550850-0000	
79827	Cable	9.99	04/18/2018	10-10-000-550300-0000	
79928	Vise	49.99	04/18/2018	20-30-100-530300-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
79937	Staple Gun	24.48	04/18/2018	10-10-000-530300-0000	
80408	Coupling/Adapters	18.34	04/18/2018	10-10-000-550300-0000	
80423	Batteries	31.68	04/18/2018	10-10-000-530300-0000	
80628	Zip Ties	50.97	04/18/2018	10-10-000-530300-0000	
80692	Filters	67.17	04/18/2018	20-30-150-550300-0000	
80692	Sump Pump/Hoses	386.27	04/18/2018	96-00-880-575110-0000	
81204	Concrete Patch	9.99	04/18/2018	10-10-000-550300-0000	
81359	Pump Repairs	38.63	04/18/2018	10-10-000-530300-0000	
81688	Lightbulbs	38.64	04/18/2018	10-10-000-550300-0000	
81710	Zip Ties	50.97	04/18/2018	10-10-000-530300-0000	
81783	Repair Concession Walls	69.97	04/18/2018	10-10-000-550300-0000	
	Check Total:	1,809.62			
Vendor: 200184	Midco Electric Supply, Inc.			Check Sequence: 44	ACH Enabled: False
205460	LED Bulbs	52.00	04/18/2018	20-30-300-530210-0000	
	Check Total:	52.00			
Vendor: 199252	Napco Steel, Inc.			Check Sequence: 45	ACH Enabled: False
416200	Steel Poles	293.40	04/18/2018	94-90-000-575170-0000	
	Check Total:	293.40			
Vendor: 159801	National Seed			Check Sequence: 46	ACH Enabled: False
576071	Field Paint	225.00	04/18/2018	20-21-000-535500-1172	
576071	Field Paint	225.00	04/18/2018	20-21-000-535500-1120	
	Check Total:	450.00			
Vendor: 161205	Nicor Gas			Check Sequence: 47	ACH Enabled: False
	2/23-3/26/18 Gas	104.90	04/18/2018	10-00-000-570200-0000	
	Check Total:	104.90			
Vendor: 163300	Office Depot			Check Sequence: 48	ACH Enabled: False
	Office Supplies	13.62	04/18/2018	10-00-000-530100-0000	
	Office Supplies	13.61	04/18/2018	20-00-000-530100-0000	
	Office Supplies	44.61	04/18/2018	10-10-000-530100-0000	
	Check Total:	71.84			
Vendor: 117155	Paddock Publications			Check Sequence: 49	ACH Enabled: False
	4/11-6/5/18 Subscription	62.80	04/18/2018	10-00-000-585250-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	4/11-6/5/18 Subscription	62.80	04/18/2018	20-00-000-585250-0000	
	Check Total:	125.60			
Vendor: 200105	Paddock Publications, Inc. Prep Sports Ad	125.00	04/18/2018	20-30-100-521650-0000	ACH Enabled: False
	Check Total:	125.00			
Vendor: 200150	Paddock Publications, Inc. Bid Notification	50.60	04/18/2018	10-00-000-521150-0000	ACH Enabled: False
	Check Total:	50.60			
Vendor: 101134	PDRMA			Check Sequence: 52	ACH Enabled: False
	3/18 Health Insurance	4,965.94	04/18/2018	10-00-000-565100-0000	
	3/18 Health Insurance	13,220.08	04/18/2018	10-10-000-565100-0000	
	3/18 Health Insurance	10,705.37	04/18/2018	20-00-000-565100-0000	
	3/18 Health Insurance	3,256.39	04/18/2018	20-30-100-565100-0000	
	3/18 Health Insurance	201.30	04/18/2018	20-30-150-565100-0000	
	3/18 Health Insurance	317.62	04/18/2018	20-30-200-565100-0000	
	3/18 Health Insurance	164.48	04/18/2018	20-30-300-565100-0000	
	3/18 Health Insurance	186.36	04/18/2018	20-30-350-565100-0000	
	3/18 Health Insurance	164.48	04/18/2018	20-30-400-565100-0000	
	3/18 Health Insurance	1,178.08	04/18/2018	20-30-450-565100-0000	
	3/18 Health Insurance	380.50	04/18/2018	20-30-500-565100-0000	
	3/18 Health Insurance	482.27	04/18/2018	55-00-000-565100-0000	
	3/18 Property Insurance	5,412.79	04/18/2018	10-00-000-560600-0000	
	3/18 Liability Insurance	2,636.65	04/18/2018	10-00-000-560600-0000	
	3/18 Workers Compensation Insurance	3,976.83	04/18/2018	10-00-000-560200-0000	
	3/18 Employment Practice	907.82	04/18/2018	10-00-000-560600-0000	
	3/18 Pollution Liability	161.02	04/18/2018	10-00-000-560600-0000	
	Check Total:	48,317.98			
Vendor: 200211 12889	Peerless Fence Fence Ties	57.45	04/18/2018	10-10-000-550850-0000	ACH Enabled: False
	Check Total:	57.45			
Vendor: 200177 221307	Performance Chemical & Supply, Inc. Maintenance Supplies	303.11	04/18/2018	20-30-100-530300-0000	ACH Enabled: False
	Check Total:	303.11			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 170852	Pioneer Manufacturing Company			Check Sequence: 55	ACH Enabled: False
670978	Field Paint	728.00	04/18/2018	20-21-000-535500-1280	
670978	Field Paint	728.00	04/18/2018	20-21-000-535500-1120	
670978	Field Paint	728.00	04/18/2018	20-21-000-535500-1172	
671660	Field Paint	270.00	04/18/2018	20-21-000-535500-1280	
	Check Total:	2,454.00			
Vendor: 198883	Paul Pitts			Check Sequence: 56	ACH Enabled: False
	CDL License Renewal	66.53	04/18/2018	10-10-000-585250-0000	
	Check Total:	66.53			
Vendor: 171043	Plaques Plus, Inc.			Check Sequence: 57	ACH Enabled: False
D0326-5	Medals	78.96	04/18/2018	20-21-000-535500-1121	
	Check Total:	78.96			
Vendor: 199281	Portable Communications Specialists, Inc.			Check Sequence: 58	ACH Enabled: False
180479	Portable Radios	1,074.00	04/18/2018	20-24-000-535500-4610	
180479	Portable Radios	500.00	04/18/2018	20-30-450-541300-0000	
180479	Portable Radios	500.00	04/18/2018	20-30-200-541300-0000	
	Check Total:	2,074.00			
Vendor: 200133	Power Systems			Check Sequence: 59	ACH Enabled: False
8355477/4410	Pull Up Bar/Ropes	586.66	04/18/2018	20-30-100-530102-0000	
	Check Total:	586.66			
Vendor: 158500	Bob Morrow Ref's Inc.			Check Sequence: 60	ACH Enabled: False
	3/18 Referee Fees	1,260.00	04/18/2018	20-21-000-525500-1140	
	3/18 Referee Fees	4,026.00	04/18/2018	20-21-000-525500-1141	
	Check Total:	5,286.00			
Vendor: 174009	Rental Max			Check Sequence: 61	ACH Enabled: False
284775-8	Roller Rental	318.67	04/18/2018	10-10-000-530220-0000	
	Check Total:	318.67			
Vendor: 131601	Revere Electric			Check Sequence: 62	ACH Enabled: False
3547073	Light	9.98	04/18/2018	10-10-000-550300-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	9.98			
Vendor: 174978	Jeannie Robinson 2/18 & 3/18 Mileage	49.05	04/18/2018	Check Sequence: 63 20-00-000-585270-0000	ACH Enabled: False
	Check Total:	49.05			
Vendor: 175540 20180144	Roselynn Fashions, LTD Uniforms	2,622.00	04/18/2018	Check Sequence: 64 20-21-000-535500-1120	ACH Enabled: False
	Check Total:	2,622.00			
Vendor: 200223	Graham Rouse Tournament Expenses	166.11	04/18/2018	Check Sequence: 65 20-21-000-525500-1172	ACH Enabled: False
	Check Total:	166.11			
Vendor: 178050 212244	Selsor's Pumping Service Inc. Hydrojetting Sewers	2,450.00	04/18/2018	Check Sequence: 66 20-30-450-521600-0000	ACH Enabled: False
	Check Total:	2,450.00			
Vendor: 178125 7493810 7497829/49/44	Service Sanitations Port-O-Let Fees Port-O-Let Fees	48.26 66.16	04/18/2018 04/18/2018	Check Sequence: 67 20-21-000-525500-1127 20-21-000-525500-1232	ACH Enabled: False
	Check Total:	114.42			
Vendor: 199065 190715	Servicemaster Commercial 4/18 Janitorial Service	2,350.00	04/18/2018	Check Sequence: 68 20-30-450-521600-0000	ACH Enabled: False
	Check Total:	2,350.00			
Vendor: 178680	Shining Star Productions Winter Classes	896.00	04/18/2018	Check Sequence: 69 20-22-000-525500-2301	ACH Enabled: False
	Check Total:	896.00			
Vendor: 198934 4318	Diane Smith Winter Classes	665.00	04/18/2018	Check Sequence: 70 20-25-000-525500-5706	ACH Enabled: False
	Check Total:	665.00			
Vendor: 199531	Soccer 2000			Check Sequence: 71	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
01-004711	Uniforms	84.75	04/18/2018	20-21-000-535500-1127	
	Check Total:	84.75			
Vendor: 154660 211204	Sodexho, Inc. & Affiliates 3/18 Senior Luncheon	99.80	04/18/2018	20-25-000-525500-5728	ACH Enabled: False
	Check Total:	99.80			
Vendor: 198978 30800	Solaris Roofing Solutions, Inc. Roof Repairs	401.50	04/18/2018	20-30-500-521600-0000	ACH Enabled: False
	Check Total:	401.50			
Vendor: 182050 49842 498540 498773	Suburban Door Check & Lock Door Repairs Replace Cylinder/Adapter Replace Cylinder/Keys	269.00 1,059.00 174.60	04/18/2018 04/18/2018 04/18/2018	20-21-000-535500-1130 96-00-880-575110-0000 20-30-100-530300-0000	ACH Enabled: False
	Check Total:	1,502.60			
Vendor: 199341	Team 6 Soccer Referee Fees	186.00	04/18/2018	20-21-000-525500-1127	ACH Enabled: False
	Check Total:	186.00			
Vendor: 183781 986556/7	Terrace Supply Company CO2	45.88	04/18/2018	20-30-500-530600-0000	ACH Enabled: False
	Check Total:	45.88			
Vendor: 184207 3003821522	Thyssenkrup Elevator 4/1-6/30/18 Maintenance	633.78	04/18/2018	20-30-100-521600-0000	ACH Enabled: False
	Check Total:	633.78			
Vendor: 200218	Craig Turner Lacrosse Equipment	272.62	04/18/2018	20-21-000-535500-1172	ACH Enabled: False
	Check Total:	272.62			
Vendor: 199517 95705285	Uline Herbicide Containers	40.98	04/18/2018	10-10-000-530300-0000	ACH Enabled: False
	Check Total:	40.98			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 188120	Unique Products & Service Corporation			Check Sequence: 80	ACH Enabled: False
340750	Maintenance Supplies	422.04	04/18/2018	20-30-200-530310-0000	
340751	Maintenance Supplies	465.48	04/18/2018	20-30-450-530310-0000	
	Check Total:	887.52			
Vendor: 190330	Village of Glen Ellyn			Check Sequence: 81	ACH Enabled: False
	3/18 Fuel	1,800.71	04/18/2018	10-10-000-530500-0000	
	2/1-3/1/18 Water	131.33	04/18/2018	20-30-200-570400-0000	
	2/1-3/1/18 Water	23.58	04/18/2018	20-00-000-570400-0000	
	2/1-3/1/18 Water	42.72	04/18/2018	20-00-000-570400-0000	
	2/1-3/1/18 Water	165.55	04/18/2018	10-00-000-570400-0000	
	2/1-3/1/18 Water	30.76	04/18/2018	20-30-150-570400-0000	
	2/1-3/1/18 Water	100.03	04/18/2018	20-30-350-570400-0000	
	2/1-3/1/18 Water	156.99	04/18/2018	20-30-450-570400-0000	
	2/1-3/1/18 Water	845.67	04/18/2018	20-30-100-570400-0000	
	2/1-3/1/18 Water	48.30	04/18/2018	20-00-000-570400-0000	
	2/1-3/1/18 Water	42.72	04/18/2018	20-00-000-570400-0000	
	Check Total:	3,388.36			
Vendor: 199264	Warehouse Direct			Check Sequence: 82	ACH Enabled: False
3846955	Maintenance Supplies	485.40	04/18/2018	20-30-100-530300-0000	
	Check Total:	485.40			
Vendor: 192405	Washington Park District			Check Sequence: 83	ACH Enabled: False
	Tournament Fees	3,300.00	04/18/2018	20-21-000-525500-1172	
	Check Total:	3,300.00			
Vendor: 199353	Wheaton PD			Check Sequence: 84	ACH Enabled: False
	Tournament Fees	1,050.00	04/18/2018	20-21-000-525500-1127	
	Tournament Fees	550.00	04/18/2018	20-21-000-525500-1127	
	Check Total:	1,600.00			
Vendor: 194608	Wilson Sporting Goods			Check Sequence: 85	ACH Enabled: False
4524888090	Tennis Balls	1,677.48	04/18/2018	20-21-000-535500-1182	
	Check Total:	1,677.48			
Vendor: 198620	Zenon Company			Check Sequence: 86	ACH Enabled: False
6792	Umbrellas/Table	1,934.00	04/18/2018	94-90-930-575110-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,934.00			
	Total for Check Run:	136,469.45			
	Total of Number of Checks:	86			

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
March 13, 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 Wilson, Weber, Stortz, Durham and President Nephew. Commissioner Ward arrived at 7:25 p.m. and Commissioner Cornell 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 Chamber of Commerce

The Glen Ellyn Park District Board of Commissioners recognized the Glen Ellyn Chamber of Commerce for their continued partnership in organizing and staging the 3rd annual Chocolate, Cheese and Wine event.

President Nephew commended the Glen Ellyn Chamber of Commerce who was represented this evening by Dawn Smith, Executive Director, and Terri Smith-Pfeiffer, Chamber Board member on the success of their Chocolate, Cheese and Wine event. This 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.

President Nephew stated much of the success 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, who was unable to attend this evening, is also a Glen Ellyn resident, and

volunteers 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.

The Park Board of Commissioners and Glen Ellyn Park District staff thanked the Chamber of Commerce for their continued partnership with the Glen Ellyn Park District and gratefully accepted the \$2,000 check to aid the children and families of need who benefit from the Glen Ellyn Park District Scholarship program.

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 \$343,930.20 and the February 20, 2018 Regular Meeting minutes.

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

Motion Carried.

VIII. New Business

A. Ackerman Sports & Fitness Center Advisory Meeting update

Superintendent of Recreation Esposito introduced Ryan Miller, Facility Manager at Ackerman Sports & Fitness Center and Chad Shingler, Aquatics and Fitness Supervisor, and then provided a summary of the Ackerman Sports and Fitness Center Advisory Committee meeting that was held on Wednesday, February 28, 2018. This was the fourth Advisory meeting since its inception and items discussed at that meeting included highlights from 2017, goals and upcoming projects for 2018 as well as open discussion amongst the Advisory Committee. The Board discussed further with both Commissioners Stortz and Durham, who serve on the ASFC Advisory Committee, commending Ryan Miller on a constructive meeting and already completing some of the items that were previously highlighted. The Board appreciated the update along with the feedback from committee members and looks forward to the upcoming proposed projects.

B. Policy Manual Update

Superintendent of Finance Cinquegrani presented two proposed policy updates, one to the Glen Ellyn Park District's Purchasing Policy and one to the Personnel Policy. Cinquegrani stated that 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. The proposed changes to the Personnel Policy were recommended after review by the Park District's legal counsel to eliminate Section 11.06 Disciplinary Action Appeal and Section 12.00 Grievance and Disciplinary Action Appeal from the Park District's policy manual as they are procedures not needed in a personnel policy but rather in a collective bargaining agreement.

The Park Board had a brief discussion of the proposed changes and Commissioner Stortz moved seconded by Commissioner Wilson 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.

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

Motion Carried.

C. District 87 Intergovernmental Agreement – Lake Ellyn Paths

Executive Director Harris apologized for distributing the proposed District 87 Intergovernmental Agreement regarding Lake Ellyn Paths on such late notice as it was just received back from Glenbard District 87 and Counsel. Harris stated that the Agreement was composed by Park District counsel and was presented to Glenbard Township High School District 87 after discussion regarding improvement of the perimeter path of Lake Ellyn on the south side of the Lake that is situated on Glenbard West High School property. The Intergovernmental Agreement enables the Glen Ellyn Park District to construct a recreational trail on the southern end of Lake Ellyn.

The Park Board held discussion of the Intergovernmental Agreement and posed questions regarding construction and possible issues that may arise from improvement. After discussion Harris stated that this agenda item would be placed on the April 3, 2018 Workshop meeting agenda to allow the Commissioners more time to review and to answer any questions should they arise.

IX. Staff Reports

A. Finance Reports-(For information only)

Superintendent of Finance and Personnel presented the Finance Report.

B. Staff Reports

Director Harris stated that the weather has been an ongoing challenge for the District as they begin to prepare fields for the spring athletic activities that will begin following Easter.

Superintendent of Recreation Esposito brought attention to the Spring & Summer 2018 brochure that was recently delivered to patrons. Esposito stated it is our largest publication to date and that registration for residents begins Sunday evening, March 18 at 10 p.m.

X. Commissioners' Reports

Commissioner Durham attended the House League paddle season playoffs and stated it was a competitive and fun event. Durham was pleased with the season, enjoys the sport and exclaimed it is a wonderful way to meet new people within the community. Commissioner Stortz attended the WDSRA Red & Black Bash and complimented the Western DuPage Special Recreation Association on a wonderful and successful event. Stortz also stated that he has heard many positive comments from patrons regarding the Ackerman parking lot being improved this year. Commissioner Nephew was pleased she attended, along with Commissioner Cornell and

Commissioner Stortz, the Legislative breakfast at Carol Stream Park District as much information was provided regarding proposed legislation.

XI. Adjourn to Executive Session

At 7:48 p.m. Commissioner Durham moved, seconded by Commissioner Wilson, to convene into 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.

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

Motion Carried.

XII. Reconvene to Open Session

The Regular Meeting reconvened at 8:00 p.m.

XIII. Adjourn

There being no further business, Commissioner Ward moved, seconded by Commissioner Durham to adjourn the Regular Meeting at 8:00 p.m.

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

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary

**Glen Ellyn Park District
Board of Commissioners
Workshop Meeting
April 3, 2018
185 Spring Avenue**

I. Call to Order

President Nephew called the meeting to order at 7:01 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Ward, Wilson, Weber, Stortz and President Nephew. Commissioner Cornell arrived at 7:18p.m. and Commissioner Durham was absent.

Staff members present were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Superintendent of Recreation Esposito, 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. Public Participation

None.

VI. Voucher List of Bills Totaling \$138,256.82

Commissioner Wilson moved, seconded by Commissioner Ward, to approve the Voucher List of Bills totaling \$138,256.82

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

Motion Carried.

VII. Intergovernmental Agreement-Glenbard Township High School District 87/Lake Ellyn Paths

Executive Director Harris stated that at the March 13, 2018 Regular Board meeting, a proposed intergovernmental agreement (i.g.a.) between Glenbard Township High School District 87 and the Glen Ellyn Park District was presented to the Park Board of Commissioners. The agreement is to enable the Park District to make improvements to an existing path that is currently situated on school district property. It was agreed at that time that further review, discussion and action

regarding the agreement would be advanced to the April 3rd Workshop meeting to allow for the Commissioners to further review and for staff to answer any questions that may arise.

Since that meeting Harris stated the map of the area in question has been more clearly delineated to define property ownership specific to the area being discussed. Additionally, the agreement was presented and discussed at a District 87 Facilities and Grounds committee with a recommendation to approve said agreement.

Harris commented that since the last meeting all questions that were raised have been addressed and the intergovernmental agreement remains the same as proposed at the March 13, 2018 Regular meeting. Counsel from both the Glen Ellyn Park District and Glenbard Township High School 87 have reviewed the agreement. Harris reminded the Board that the renovation of the existing path around the south perimeter of Lake Ellyn is included in the 2018 Capital improvement budget and would allow for continuous connectivity around the entire perimeter of Lake Ellyn and would improve the trail from its current condition.

The Park Board had a brief discussion and following, Commissioner Stortz moved, seconded by Commissioner Ward to approve the Intergovernmental Agreement as presented granting a license for the Lake Ellyn Shoreline trail between Glenbard High School Township 87 and the Glen Ellyn Park District.

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

Motion Carried.

VIII. Main Street Recreation Center Playground Bid Installation Discussion

Superintendent of Parks & Planning Hopkins discussed the outcome of the legal bid for the “Main Street Recreation Center (MSRC) Playground Installation” that was publicly noticed on Thursday, March 8th. Hopkins updated the Board regarding existing conditions of MSRC playground including the age of the equipment and provided the scope of work that composed the Base Bid. Hopkins also provided details of an alternate bid that was comprised of a Global Motion Spinner. This piece of equipment was pulled from the base bid due to the expense and when combined with the installation for the Spinner it likely would exceed the allocated budget of the project. Additionally, the Spinner is geared for older children and the MSRC playground tends to serve younger children.

Staff conducted the bid opening on March 20, 2018 and received five (5) contractor proposals of which four (4) were competitively priced. Hopkins discussed the outcomes of the bids and the references that were completed. After a thorough review staff will be recommending awarding the project to D & J Landscape with the low bid of \$63,138 and to not proceed with the Global Motion Spinner as it exceeds project budget and is an item that is geared towards older age groups.

The Park Board of Commissioners discussed the various bids and the project details, posed questions to staff on the Global Motion Spinner as well as the timeline to the project. Following discussion, Executive Director Harris stated that any further questions can be addressed to staff during the next few weeks if needed and formal approval will be held at the April 17th Regular Board Meeting.

IX. Main Street Recreation Center Playground Equipment Discussion

Superintendent of Parks & Planning Hopkins reviewed that as part of the approved 2018 Capital Improvement Plan, funds were budgeted for the ongoing implementation of the Park District's Playground Replacement Plan. The Main Street Recreation Center (MSRC) playground was originally to be replaced in 2017 but was deferred to allow use of the Lake Ellyn Park OSRAD Grant towards replacement of Lake Ellyn playground.

Staff researched various amenities that would meet the needs of the many user groups of the MSRC playground and provided the information to several leading playground manufacturers. Four (4) playground designs were submitted to the Park District and after deliberation and feedback Staff determined that Landscape Structures, Inc. would best serve the preschool classes, Park District programs, local neighborhood and community members that frequent the playground. Hopkins discussed the costs with and without the Global Motion Spinner and recommended proceeding with Playground Option #2, which does not include the Global Motion Spinner, at a cost of \$113,961.

The Park Board discussed the various elements of the playground and posed questions to staff regarding timeline and possibility of including President's Park playground equipment within this project for better pricing. Hopkins said the MSRC playground is under a stricter timeline due to summer camp schedules, so it was not possible to jointly purchase equipment. Executive Director Harris reiterated that if the Board should have any further questions they can reach out to staff otherwise the equipment bid will be placed for approval on the April 17th Regular meeting.

X. Staff Reports

Executive Director Harris stated the weather has been a challenge and discussed some of the sports that have been able to begin practicing outdoors. Harris said Ackerman has been well used over the last few weeks due to the weather. Superintendent of Parks & Planning Hopkins stated that the Ackerman Parking lot project has been progressing and work has begun on preliminary elements needed for bidding which should tentatively take place next week. The entrance road to Ackerman Park and Churchill bridge will be included in the project and preliminary planning work is continuing on these items.

XI. Commissioners' Reports

Commissioner Cornell complimented Ackerman staff and stated she is enjoying the use of the walking track at Ackerman Sports & Fitness Center and viewing the activities that take place. Cornell suggested adding Mahjong to the senior activities and then reminded everyone of the Earth Day events that will take place on April 22nd at Lake Ellyn Park. Several events and activities will be offered including resident and local historian Dan Anderson leading guided tours and

providing a lecture regarding the property. President Nephew suggested to Commissioners that they consider Board positions for the next year as Board positions will change at the May 1, 2018 Workshop meeting. Executive Director Harris said advisory positions can change as well but suggested Commissioners may want to continue serving on their current Advisory Boards as many have only been on their respective committees for a year. It may be more beneficial to continue for a longer duration.

XII. Adjourn to Executive Session

At 7:51 p.m. Commissioner Cornell moved, seconded by Commissioner Weber, to convene into executive session under Section 2 (c) 1 for discussion of the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers and legal counsel for the park district.

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

Motion Carried.

XI. Reconvene to Open Session

The Workshop Meeting reconvened at 8:54 p.m.

XII. Adjourn

There being no further business, Commissioner Ward moved, seconded by Commissioner Wilson to adjourn the Workshop Meeting at 8:55 p.m.

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

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary



MEMO

April 11, 2018

TO: Park District Board of Commissioners
FROM: Dan Hopkins, Superintendent of Parks & Planning
CC: Dave Harris, Executive Director
RE: Main Street Recreation Center Playground Installation Bid

As a reminder following the April 3rd Workshop Meeting, staff conducted the bid opening for the Main Street Recreation Center playground installation on March 20th, which consisted of five (5) contractor proposals. D & J Landscape currently has the low bid for the playground installation (Base Bid) at \$63,138.00. Additionally, Innovation Landscape, Inc. has the low bid for the installation of the Global Motion Spinner (Alternate Bid) at \$5,709.00.

Base Bid:

1. Removal and disposal of the existing concrete footers, surfacing, drainage system, and wood timber border.
2. Install playground equipment for the MSRC in strict accordance with the manufacturers specification. Playground equipment will be purchased and supplied separately by the Glen Ellyn Park District.
3. Supply and install 250 CY of playground safety mulch, drainage system, and pressure treated wood timber border.
4. Contractor is responsible for all associated landscape restoration following the installation of the playground.

Alternate Bid

1. Installation of the Global Motion Spinner.

As part of our due diligence, staff has conducted a full scope review and checked references for D & J Landscape. They come highly recommended and have performed numerous playground installations in this area. Their list of references includes: Plainfield PD, Carol Stream PD, Crystal Lake PD, Western Springs PD, and many local school districts.

Recommendation: Park District staff recommends awarding the Main Street Recreation Center Playground Installation (Base Bid) to D & J Landscape for an amount not to exceed \$63,138.00. Additionally, staff does not recommend awarding the Alternate Bid to Innovation Landscape, Inc. for

\$5,709.00, as it will increase the overall project costs to exceed the allocated budgeted amount of \$185,000.

Motion: I make the motion to award the Main Street Recreation Center Playground Installation (Base Bid) to D & J Landscaping as the lowest responsive and responsible bid for an amount not to exceed \$63,138.00.

GEPD - MSRC PLAYGROUND INSTALLATION BID 3/20/18

Installation Contractor	Base Bid Amount	Alternate Bid Amount	Total
D & J Landscape	\$63,138.00	\$6,394.00	\$69,532.00
Innovation Landscape, Inc.	\$66,085.00	\$5,709.00	\$71,794.00
Hacienda Landscaping	\$68,775.00	\$6,000.00	\$74,775.00
Elanar Construction Co.	\$70,840.00	\$6,800.00	\$77,640.00
Clauss Brothers, Inc.	\$102,900.00	\$9,075.00	\$111,975.00



MEMO

April 11, 2018

TO: Park District Board of Commissioners
FROM: Dan Hopkins, Superintendent of Parks & Planning
CC: Dave Harris, Executive Director
RE: Main Street Recreation Center Playground Equipment Purchase

As a reminder following the April 3rd Workshop Meeting, staff began research and development for the proposed Main Street Recreation Center (MSRC) playground in the fall 2017. This information was compiled and provided to three (3) different playground manufacturers with the directive to provide a playground that will meet the needs of the many user groups, while staying within allocated budget. Staff received four (4) different playground designs and after much deliberation, staff made the determination that Landscape Structures, Inc. provided a playground design that best suits our needs.

The purchase price for the Landscape Structures, Inc. playground equipment initially came in at \$136,206. Traditionally, for budgeting purposes, new playgrounds are divided into two cost categories: 60% of project costs for playground equipment and 40% of project costs for installation. With a total project budget of \$185,000, there appeared to be an imbalance with the playground equipment price, so staff decided to make one of the more expensive and extravagant elements (Global Motion Spinner) an alternate bid item within the installation bid package. The Global Motion Spinner would be an excellent addition to the playground, but it is geared toward older age groups, whereas the MSRC playground caters more to preschool aged children. The purchase price of the playground equipment without the Global Motion Spinner is \$113,961.

Below is a cost comparison that includes two options, one with the Global Motion Spinner included and one without. Additionally, the low bid prices for the playground installation have been added as well.

Playground Option #1

Playground Equipment (w/ Global Motion Spinner)	\$136,206
Playground Installation	\$63,138
Global Motion Spinner Installation	\$5,709
Total	\$205,738

Playground Option #2

Playground Equipment (w/out Global Motion Spinner)	\$113,961
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Playground Installation	\$63,138
Global Motion Spinner Installation	\$0
Total	\$177,099

*MSRC Playground Budget: \$185,000

Recommendation: Park District staff recommends proceeding with Option #2, the purchase of the Landscape Structures, Inc. playground equipment, excluding the Global Motion Spinner, for the Main Street Recreation Center for the purchase price of \$113,961.

Motion: I make the motion to authorize the purchase of the Landscape Structures, Inc. playground equipment for the Main Street Recreation Center for the amount of \$113,961 as it is within the 2018 budgeted allocation for the project.

Glen Ellyn Park District

Investment Report

March 31, 2018

Bank Balances	1st Quarter March 2017	2nd Quarter June 2017	3rd Quarter September 2017	4th Quarter December 2017	Current Year March 2018
Wheaton/Glen Ellyn Bank & Trust	\$ 588,594.10	\$ 487,850.76	\$ 740,923.92	\$ 386,154.57	\$ 537,087.27
Bridgeview Bank	248,041.86	-	-	-	-
Bridgeview Bank - CD (2)	-	248,069.05	248,069.05	248,069.05	248,069.05
Illinois Funds - 9347	3,399,470.97	3,271,772.12	3,307,582.73	3,339,581.28	3,381,378.57
Illinois Park District Liquid Asset Fund	200,709.51	201,060.60	201,509.99	202,001.34	202,618.11
Illinois Metropolitan Investment Fund	2,642,110.98	5,156,084.90	6,459,357.54	3,651,577.74	2,873,214.58
Total Bank Balance	\$ 7,078,927.42	\$ 9,364,837.43	\$ 10,957,443.23	\$ 7,827,383.98	\$ 7,242,367.58
Illinois Metropolitan - Liquidating Trust (1)	\$ 274,552.46	\$ 274,552.46	\$ 274,552.46	\$ 274,552.46	\$ 248,777.11
Interest Rates					
Bridgeview Bank	0.10%	-	-	-	-
Bridgeview Bank - CD (2)	-	1.15%	1.15%	1.15%	1.15%
Illinois Funds - 9347	0.70%	0.87%	1.05%	1.19%	1.47%
Illinois Park District Liquid Asset Fund	0.60%	0.73%	0.92%	1.04%	1.33%
Illinois Metropolitan Investment Fund	0.87%	1.07%	1.16%	1.29%	1.47%
Interest (3)					
Bridgeview Bank	\$ 21.06	\$ -	\$ -	\$ -	\$ -
Bridgeview Bank - CD (2)	-	234.48	242.29	234.48	242.29
Illinois Funds - 9347	2,117.24	2,343.85	2,848.34	3,366.86	4,226.09
Illinois Park District Liquid Asset Fund	102.78	120.33	152.33	177.85	229.39
Illinois Metropolitan Investment Fund	1,935.51	4,266.47	5,964.21	4,558.12	3,651.31
Total Interest	\$ 4,176.59	\$ 6,965.13	\$ 9,207.17	\$ 8,337.31	\$ 8,349.08

(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 03 - 03
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Description	2017 Period Amt	2017 End Bal	2017 Budget	2018 Period Amt	2018 End Bal	2018 Budget
Revenue						
Property Tax Receipts	<u>0.00</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>15,640.91</u>	<u>39,989.63</u>	<u>137,000.00</u>	<u>0.00</u>	<u>16,080.26</u>	<u>151,800.00</u>
Charges for Services	<u>203,210.59</u>	<u>531,192.82</u>	<u>1,797,255.00</u>	<u>228,911.71</u>	<u>563,078.47</u>	<u>1,991,865.00</u>
Program Fees	<u>400,667.17</u>	<u>2,053,290.02</u>	<u>3,802,955.74</u>	<u>424,428.22</u>	<u>2,148,418.62</u>	<u>3,828,538.00</u>
Rentals	<u>31,988.89</u>	<u>237,532.45</u>	<u>569,800.00</u>	<u>32,519.81</u>	<u>267,879.55</u>	<u>607,864.00</u>
Concessions	<u>0.00</u>	<u>950.10</u>	<u>84,200.00</u>	<u>0.00</u>	<u>1,346.20</u>	<u>80,300.00</u>
Product Sales	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15.00</u>	<u>35.00</u>	<u>0.00</u>
Interest Income	<u>3,977.29</u>	<u>11,108.18</u>	<u>19,600.00</u>	<u>0.00</u>	<u>29,268.69</u>	<u>37,500.00</u>
Licenses & Permits	<u>1,260.00</u>	<u>8,820.00</u>	<u>7,380.00</u>	<u>1,520.00</u>	<u>7,610.00</u>	<u>12,630.00</u>
Grants & Donations	<u>60.00</u>	<u>5,810.00</u>	<u>585,000.00</u>	<u>0.00</u>	<u>3,110.67</u>	<u>317,092.00</u>
Miscellaneous Income	<u>3,662.22</u>	<u>9,943.40</u>	<u>36,950.00</u>	<u>2,516.00</u>	<u>5,841.55</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>
Revenue	<u>660,467.07</u>	<u>2,899,521.07</u>	<u>16,663,048.93</u>	<u>689,910.74</u>	<u>3,042,669.01</u>	<u>15,429,447.36</u>

Description	2017 Period Amt	2017 End Bal	2017 Budget	2018 Period Amt	2018 End Bal	2018 Budget
<i>Expense</i>						
Salaries & Wages	<u>184,551.95</u>	<u>567,189.90</u>	<u>3,003,541.00</u>	<u>204,086.08</u>	<u>588,880.70</u>	<u>3,117,978.00</u>
Salaries & Wages - Programs	<u>46,448.98</u>	<u>122,252.81</u>	<u>793,618.75</u>	<u>48,886.25</u>	<u>125,344.75</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>27,456.14</u>	<u>57,174.53</u>	<u>560,920.00</u>	<u>64,128.18</u>	<u>86,832.34</u>	<u>559,239.00</u>
Contractual Services- Programs	<u>161,060.87</u>	<u>284,415.66</u>	<u>1,205,706.78</u>	<u>178,292.43</u>	<u>291,909.79</u>	<u>1,238,397.00</u>
Materials & Supplies	<u>15,886.05</u>	<u>35,461.37</u>	<u>421,180.00</u>	<u>19,636.93</u>	<u>33,858.22</u>	<u>408,803.00</u>
Materials & Supplies -Programs	<u>19,038.46</u>	<u>28,316.32</u>	<u>409,960.13</u>	<u>77,365.49</u>	<u>94,179.23</u>	<u>399,629.00</u>
Computer SoftHardware Equip.	<u>310.38</u>	<u>485.60</u>	<u>22,000.00</u>	<u>0.00</u>	<u>-369.97</u>	<u>22,000.00</u>
Other Equipment	<u>4,038.10</u>	<u>16,759.82</u>	<u>130,250.00</u>	<u>1,438.92</u>	<u>17,624.69</u>	<u>118,200.00</u>
Building & Landscaping	<u>3,522.18</u>	<u>7,301.11</u>	<u>131,925.00</u>	<u>2,745.68</u>	<u>3,418.42</u>	<u>116,925.00</u>
Insurance Expenses (PCL)	<u>14,453.63</u>	<u>27,407.26</u>	<u>188,289.27</u>	<u>13,095.11</u>	<u>26,140.22</u>	<u>186,400.00</u>
Employment Expenses	<u>69,013.37</u>	<u>176,506.73</u>	<u>1,031,041.00</u>	<u>72,383.23</u>	<u>173,978.49</u>	<u>1,063,400.00</u>
Utilities	<u>40,779.62</u>	<u>48,232.33</u>	<u>578,750.00</u>	<u>28,233.38</u>	<u>64,914.96</u>	<u>602,250.00</u>
Capital	<u>73,183.44</u>	<u>88,174.51</u>	<u>2,866,776.00</u>	<u>37,095.14</u>	<u>67,842.93</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>33,366.57</u>	<u>74,122.73</u>	<u>338,683.40</u>	<u>9,022.59</u>	<u>67,470.17</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>	<u>693,109.74</u>	<u>1,533,800.68</u>	<u>17,517,803.33</u>	<u>756,409.41</u>	<u>1,642,024.94</u>	<u>15,452,868.80</u>

Description	2017 Period Amt	2017 End Bal	2017 Budget	2018 Period Amt	2018 End Bal	2018 Budget
Revenue Total	660,467.07	2,899,521.07	16,663,048.93	689,910.74	3,042,669.01	15,429,447.36
Expense Total	693,109.74	1,533,800.68	17,517,803.33	756,409.41	1,642,024.94	15,452,868.80
Grand Total	-32,642.67	1,365,720.39	-854,754.40	-66,498.67	1,400,644.07	-23,421.44

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
10	Corporate Fund				
10	Revenue				
10	Property Tax Receipts	884.47	2,103,300.00	0.00	2,108,000.00
10	Other Taxes	19,994.81	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	2,110.82	5,000.00	6,828.81	10,000.00
10	Grants & Donations	0.00	0.00	0.00	0.00
10	Miscellaneous Income	1,261.18	200.00	1,510.32	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
10	Revenue	24,251.28	2,253,874.00	16,379.26	2,272,630.00
10	Expense				
10	Salaries & Wages	213,401.33	1,090,559.00	215,008.07	1,178,674.00
10	Contractual Labor	0.00	10,000.00	0.00	10,000.00
10	Contractual Services - Other	8,022.28	202,585.00	28,958.82	210,392.00
10	Materials & Supplies	19,518.88	199,250.00	13,609.95	184,700.00
10	Computer SoftHardware Equip.	436.12	11,500.00	-399.96	11,500.00
10	Other Equipment	0.00	3,350.00	654.63	3,300.00
10	Building & Landscaping	7,253.48	114,500.00	2,928.52	103,500.00
10	Insurance Expenses (PCL)	27,407.26	188,289.27	26,140.22	186,400.00
10	Employment Expenses	72,412.69	460,185.00	72,128.46	472,500.00
10	Utilities	7,178.67	50,360.00	10,910.38	51,150.00
10	Capital	0.00	2,500.00	0.00	2,500.00
10	Miscellaneous Expenses	4,364.85	40,690.00	6,810.68	46,030.00
10	Transfers Out	0.00	77,374.00	0.00	102,374.00
10	Expense	359,995.56	2,451,142.27	376,749.77	2,563,020.00
Revenue Total		24,251.28	2,253,874.00	16,379.26	2,272,630.00
Expense Total		359,995.56	2,451,142.27	376,749.77	2,563,020.00
Grand Total		-335,744.28	-197,268.27	-360,370.51	-290,390.00
10	Corporate Fund	-335,744.28	-197,268.27	-360,370.51	-290,390.00

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
20	Recreation Fund				
20	Revenue				
20	Property Tax Receipts	0.00	1,097,394.19	0.00	1,169,502.36
20	Other Taxes	19,994.82	68,500.00	8,040.13	75,900.00
20	Charges for Services	531,192.82	1,797,255.00	563,078.47	1,991,865.00
20	Program Fees	2,053,290.02	3,811,655.74	2,148,418.62	3,828,538.00
20	Rentals	237,532.45	569,800.00	267,879.55	607,864.00
20	Concessions	950.10	84,200.00	1,346.20	80,300.00
20	Product Sales	0.00	0.00	35.00	0.00
20	Interest Income	6,736.88	7,500.00	15,868.27	20,000.00
20	Licenses & Permits	8,820.00	7,380.00	7,610.00	12,630.00
20	Grants & Donations	5,810.00	11,000.00	3,110.67	13,000.00
20	Miscellaneous Income	3,155.00	15,200.00	3,141.00	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
20	Revenue	2,867,482.09	7,962,763.93	3,018,527.91	8,311,358.36
20	Expense				
20	Salaries & Wages	343,642.75	1,872,982.00	361,445.53	1,896,804.00
20	Salaries & Wages - Programs	122,252.81	793,618.75	125,344.75	797,053.00
20	Contractual Services - Other	49,152.25	358,335.00	57,873.52	348,847.00
20	Contractual Services- Programs	285,595.66	1,214,841.78	291,909.79	1,238,397.00
20	Materials & Supplies	16,264.49	222,210.00	20,248.27	224,103.00
20	Materials & Supplies -Programs	28,451.32	409,960.13	94,179.23	399,629.00
20	Computer SoftHardware Equip.	49.48	10,500.00	29.99	10,500.00
20	Other Equipment	3,975.57	11,900.00	4,229.47	19,900.00
20	Building & Landscaping	47.63	17,425.00	489.90	13,425.00
20	Employment Expenses	101,189.67	555,556.00	98,860.67	574,700.00
20	Utilities	41,053.66	528,390.00	54,004.58	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	69,757.88	297,993.40	60,659.49	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
20	Expense	1,061,433.17	8,078,442.56	1,169,275.19	8,664,765.80
	Revenue Total	2,867,482.09	7,962,763.93	3,018,527.91	8,311,358.36
	Expense Total	1,061,433.17	8,078,442.56	1,169,275.19	8,664,765.80
	Grand Total	1,806,048.92	-115,678.63	1,849,252.72	-353,407.44
20	Recreation Fund	1,806,048.92	-115,678.63	1,849,252.72	-353,407.44

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

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
55	Special Recreation Fund				
55	Revenue				
55	Property Tax Receipts	0.00	599,639.00	0.00	635,436.00
55	Interest Income	0.00	0.00	370.94	0.00
55	Transfers Received	0.00	<u>0.00</u>	0.00	<u>0.00</u>
55	Revenue	0.00	599,639.00	370.94	635,436.00
55	Expense				
55	Salaries & Wages	10,145.82	40,000.00	12,427.10	42,500.00
55	Employment Expenses	2,904.37	15,300.00	2,989.36	16,200.00
55	Capital	5,605.00	571,544.00	4,561.73	509,404.00
55	Transfers Out	0.00	<u>0.00</u>	0.00	<u>0.00</u>
55	Expense	18,655.19	626,844.00	19,978.19	568,104.00
	Revenue Total	0.00	599,639.00	370.94	635,436.00
	Expense Total	18,655.19	626,844.00	19,978.19	568,104.00
	Grand Total	-18,655.19	-27,205.00	-19,607.25	67,332.00
55	Special Recreation Fund	-18,655.19	-27,205.00	-19,607.25	67,332.00

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
85	Asset Replacement Fund				
85	Revenue				
85	Property Tax Receipts	0.00	0.00	0.00	0.00
85	Rentals	0.00	40,000.00	0.00	0.00
85	Interest Income	0.00	0.00	2,790.79	0.00
85	Grants & Donations	0.00	35,000.00	0.00	35,000.00
85	Miscellaneous Income	0.00	2,000.00	0.00	40,000.00
85	Transfers Received	0.00	1,393,167.00	0.00	1,897,531.00
85	Revenue	0.00	1,470,167.00	2,790.79	1,972,531.00
85	Expense				
85	Other Equipment	12,784.25	115,000.00	12,740.59	95,000.00
85	Capital	19,756.13	107,500.00	0.00	259,000.00
85	Transfers Out	0.00	1,415,000.00	0.00	785,000.00
85	Expense	32,540.38	1,637,500.00	12,740.59	1,139,000.00
	Revenue Total	0.00	1,470,167.00	2,790.79	1,972,531.00
	Expense Total	32,540.38	1,637,500.00	12,740.59	1,139,000.00
	Grand Total	-32,540.38	-167,333.00	-9,949.80	833,531.00
85	Asset Replacement Fund	-32,540.38	-167,333.00	-9,949.80	833,531.00

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
94	Capital Improvements Fund				
94	Revenue				
94	Interest Income	2,260.48	6,000.00	3,122.77	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	5,527.22	0.00	1,190.23	0.00
94	Transfers Received	0.00	1,415,000.00	0.00	785,000.00
94	Revenue	9,437.19	1,960,000.00	4,313.00	1,060,092.00
94	Expense				
94	Capital	85,156.05	2,480,232.00	59,716.45	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
94	Expense	85,156.05	2,580,047.00	59,716.45	1,248,079.00
Revenue Total		9,437.19	1,960,000.00	4,313.00	1,060,092.00
Expense Total		85,156.05	2,580,047.00	59,716.45	1,248,079.00
Grand Total		-75,718.86	-620,047.00	-55,403.45	-187,987.00
94	Capital Improvements Fund	-75,718.86	-620,047.00	-55,403.45	-187,987.00

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
96	Cash In Lieu of Land Fund				
96	Revenue				
96	Interest Income	0.00	100.00	287.11	500.00
96	Miscellaneous Income	0.00	<u>20,000.00</u>	0.00	<u>20,000.00</u>
96	Revenue	0.00	20,100.00	287.11	20,500.00
96	Expense				
96	Capital	0.00	<u>205,000.00</u>	3,564.75	<u>110,000.00</u>
96	Expense	0.00	205,000.00	3,564.75	110,000.00
Revenue Total		0.00	20,100.00	287.11	20,500.00
Expense Total		0.00	205,000.00	3,564.75	110,000.00
Grand Total		0.00	-184,900.00	-3,277.64	-89,500.00
96	Cash In Lieu of Land Fund	0.00	-184,900.00	-3,277.64	-89,500.00

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Fund	Description	2017 End Bal	2017 Budget	2018 End Bal	2018 Budget
Revenue Total		2,901,170.56	16,712,198.93	3,042,669.01	15,429,447.36
Expense Total		1,557,780.35	18,028,286.83	1,642,024.94	15,452,868.80
Grand Total		1,343,390.21	-1,316,087.90	1,400,644.07	-23,421.44