

NORTHFIELD PARK DISTRICT

BOARD OF PARK COMMISSIONERS

MONTHLY MEETING

MONDAY, AUGUST 28, 2017



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

AGENDA

1. Roll Call
2. Approval / Additions to Agenda
3. Audience Comments
4. Correspondence
5. Director's Report
 - a. Fenced-In Dog Park
 - b. Informational Items
6. Consent Agenda
 - a. Approval of Public Meeting Minutes 7/31/17
 - b. Approval of Regular Board Meeting Minutes 7/31/17
 - c. Approval of Cash Expenditures for Month of July 2017 (copy for review will be available at the meeting).
7. Agency Reports
 - a. Finance
 - b. Recreation / Park Grounds and Facility
8. Adjournment

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the Park District's Administrative Office, 401 Wagner Road, Northfield, IL Monday through Friday from 9:00 a.m. to 5:00 p.m. at least 48 hours prior to the meeting. Telephone number 847-446-4428; Fax number 847-446-4431. Access for the hearing impaired is through Illinois Relay Services at 1-800-526-0857; requests for a qualified interpreter require five (5) working days advance notice.

CORRESPONDENCE

DIRECTOR'S REPORT

To: Park Board of Commissioners
From: George Alexoff
Subject: Fenced-In Dog Park
Date: August 24, 2017

I received a call on August 2, 2017 from Melanie Wagner a Northfield Park District resident regarding the creation of a Fenced-In Dog Park back in the “Bird Sanctuary” area of Willow Park. Melanie asked if she could put together a signed petition asking the District to do so.

I explained that a petition is not necessary and invited her to our August meeting to discuss her thoughts with the Board so that we can have a conversation on the merits of the request. I spent some time explaining to Melanie our current policy on dogs in our parks.

The last time the Dog Policy was addressed was November of 2008. I have attached the Memorandum I provide the Board in 2008 with staff’s recommendation as well as the current policy which the District follows.

The goal on Monday will be to listen to Melanie’s thoughts on a Fenced-In Dog Park and communicate to the board our current policy. Bill and I will provide you with the practical aspects of how our policy has worked over several years and answer questions you may have.

To: Park Board of Commissioners
From: George Alexoff
Subject: Dog Ordinance
Date: November 12, 2008

Overview

For the last several years, a group of residents and their dogs have been visiting the “Bird Sanctuary” portion of Willow Park. They typically arrive after they have dropped their children off at School or Day Camp.

The residents have used this area as a place to allow their dogs off leash to get some exercise and have some fun in a controlled area.

Staff has not formally approached the residents to ask them to follow the current ordinance to keep their dog on a leash. The current usage was not causing any problems nor was anyone calling with a complaint or a concern. The feeling was that this was a place that dogs could be off leash without causing any harm.

Once the construction gates were removed around the perimeter of Willow Park, staff began to see an increase usage of dogs in the park. The vast majority of dogs in Willow Park have been on leash. When people are present in the park, staff has told anyone with a dog off leash that the ordinance states dogs must be on leash in all Park District parks.

In July of this year, the District received a written complaint that was forwarded by the Village of Northfield about dogs off leash at Willow Park. This complaint was filled out on the bottom of the June Village Newsletter.

Current Issue at Hand

Last week, the Village of Northfield Police received a complaint about dogs off leash in the Bird Sanctuary of Willow Park. The Police dispatched an officer to the site. Once on site, the officer gave all the dog owners a verbal warning that dogs needed to be on leash in Willow Park.

I received a call from one of the dog owners, who has allowed their dog off leash at Willow Park and asked me why after three years can they not use the park for letting their dogs off leash. I stated that current District ordinance states dogs must be on a leash.

Staff has also stated that two long time residents have been taking their dogs to the fenced in area of the Pony Baseball diamond and letting them off leash a few times a week. Not wishing to cause a problem, staff has not asked them to leash their dogs.

Research

PDRMA Perspective:

I met on site with the District PDRMA representative to discuss the options from a risk management perspective. It would be PDRMA recommendation to fence and sign any area that is declared off leash for dogs. PDRMA states that liability for injuries resulting from dogs is the responsibility of the dog owner and the District is protected by Tort Immunity Laws. However, the District would still be responsible for defense of any and all cases involving injury.

Village of Northfield Police Perspective:

In speaking with the Chief, they will enforce whatever ordinance we have. The District is responsible for explaining what that is and how we would like it enforced. He stated that this last call was the first call he was aware of regarding a resident's concern of dogs off leash in Willow Park.

Staff Perspective:

Staff believes that we do not have an issue at Fox Meadow or at Clarkson Park with dogs off leash. The off leash dog owners use Willow Park. Based on the usage of the playing fields and pathways staff would strongly recommend that dogs remain on leash at all times in the area South of the North Branch of the Chicago River. If usage remains the same as it currently is, staff does not have a concern with dogs off leash in the "Bird Sanctuary". In fact if, off leash usage was allowed in that area, it would allow staff to direct those who use the pony diamond and the pathways to the permitted of leash area.

Based on the current usage staff would not recommend creating a fenced area for off leash dogs. It is believed that the natural buffers in that area control the access to the area well.

Other Park Districts

Most districts do not allow dogs on leash in all its parks. Most districts allow dogs on leash in passive parks where children and adult programs are conducted. In some cases districts allow dogs in parks based on the season. The creation of off leash only parks is on the rise, however communities such as Northfield that are land locked have a difficult time creating dedicated space. Off leash areas require an aggressive maintenance program to maintain. Cook County Park Districts have a more difficult time than Lake County Districts due to the fact that Lake County Forest Perseveres has embraced the idea that dog parks are appropriate and essential unlike Cook County Forest Preserve. Typically Forest Preserve space is more passive in nature and does not allow sport activity on it.

Conclusion

Creating an off leash area for dogs is a big step and should be considered carefully. The decision should be based on what is best for the community. The District having three parks within its park system does not leave us many options. Currently no off leash dog area is available in the District. However leashed dogs are allowed in all of the parks. The residents who began gathering a few years ago at the “Bird Sanctuary” found a place, in the park system that was not in anyone’s way, nor has it become a maintenance problem. In three years the district has received only one complaint, which is not the majority of our residents.

If we leave our policy as is, the residents who let their dogs off leash will begin to receive a ticket from the police. The police have every right to issue tickets for breaking the district ordinances; we in fact need them to continue the enforcement of our park ordinances.

Recommendation

It is staff’s recommendation that the current dog ordinance be updated, to allow off leash dog usage in the “Bird Sanctuary” area of Willow Park only. Staff would further recommend that the ordinance be reviewed on a yearly basis. This will allow staff and residents the ability to communicate the continued merit of an off leash dog area at Willow Park.

NORTHFIELD PARK DISTRICT

ORDINANCE NO. 11-18-08-02

**AN ORDINANCE AMENDING THE
NORTHFIELD PARK DISTRICT
2001 PARK AND PARK FACILITY CONDUCT ORDINANCE**

WHEREAS, on June 12, 2001, the Board of Park Commissioners of the Northfield Park District, Cook County, Illinois (“District”) adopted the “Northfield Park District 2001 Park and Park Facility Conduct Ordinance”; and

WHEREAS, the Board of Park Commissioners has found and determined that it is in the best interests of the District to amend said ordinance;

NOW THEREFORE, IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE NORTHFIELD PARK DISTRICT, COOK COUNTY, ILLINOIS, as follows:

DIVISION IV

Personal Conduct and Behavior

Section 9. Control and Treatment of Animal and Pets

1. Fox Meadow Park, Clarkson Park, and Willow Park (south of the North Branch of the Chicago River, east of Wagner Road and west of Bristol)
 - A. Pets shall be permitted to be brought upon District Property only when on a leash not exceeding eight (8) feet in length, securely held by the owner or Person in custody or control of the pet, and only if the pet is properly licensed. No person shall be permitted to allow any such animal or pet to remain on or roam on District Property unless so leashed. Members of the Park Patrol, and District Employees, shall be entitled to remove any unleashed animal or pet, and the person responsible for such animal or pet shall be responsible for any fees of recovery from the appropriate shelter or pound where such animal or pet may be taken, in addition to any other fines and penalties provided in this Ordinance.
 - B. It shall be unlawful for the owner of any dog or other pet or any Person that has a dog or other pet in his or her custody or control to permit such dog or other pet upon any District Property unless such Person shall have in his or her immediate possession a device for the removal, and a

repository for the transmission, of any excrement which might be deposited by such dog or other pet upon such District Property.

- C. It shall be unlawful for the owner of any dog or other pet, or any Person who has a dog or other pet in his or her custody or control, to fail to remove immediately from any District Property any excrement deposited by such dog or other pet on any District Property and to place such excrement in a proper receptacle located upon such District Property or upon property owned or possessed by such person or in an appropriate public receptacle.
 - D. The provisions of Division IV, Sections 9B and 9C, shall not apply to a blind person while walking his or her guide dog.
2. Willow Park (north and west of the North Branch of Chicago River, south of Old Willow Road and east of Wagner Road – commonly referred to as the “Bird Sanctuary”).
- A. It shall be permissible to allow dogs off leash in the designated “Bird Sanctuary” area of Willow Park.
 - B. It shall be unlawful for the owner of any dog or other pet or any Person that has a dog or other pet in his or her custody or control to permit such dog or other pet upon any District Property unless such Person shall have in his or her immediate possession a device for the removal, and a repository for the transmission, of any excrement which might be deposited by such dog or other pet upon such District Property.
 - C. It shall be unlawful for the owner of any dog or other pet, or any Person who has a dog or other pet in his or her custody or control, to fail to remove immediately from any District Property any excrement deposited by such dog or other pet on any District Property and to place such excrement in a proper receptacle located upon such District Property or upon property owned or possessed by such person or in an appropriate public receptacle.
 - D. The provisions of Division IV, Sections 9B and 9C, shall not apply to a blind person while walking his or her guide dog.
 - E. The permissible off leash dog area policy will be reviewed on an annual basis and is subject to annual approval

This Ordinance shall take effect and be in full force one (1) day after the date of its passage, approval, and publication.

Passed on this 18th day of November 2008.

Ross Call Vote:

Ayes:

Nays:

Abstentions:

Absent:

Theresa Snyder, President
Board of Park Commissioners
Northfield Park District

ATTEST:

George Alexoff, Secretary
Board of Park Commissioners
Northfield Park District

STATE OF ILLINOIS)
)
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, George D. Alexoff, do hereby certify that I am Secretary of the Board of Park Commissioners of the Northfield Park District, Cook County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District, and

I HEREBY CERTIFY that the forgoing instrument is a true and correct copy of:

AN ORDINANCE AMENDING THE
NORTHFIELD PARK DISTRICT
2001 PARK AND PARK FACILITY
CONDUCT ORDINANCE

Adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Northfield Park District, held at Northfield, Illinois, in said District at 6:30 p.m. on the 18th day of November, A.D. 2008.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location at which said meeting was held and at the principal office of the Board at least 48 hours in advance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District at Northfield, Illinois this 18th day of November 2008.

(DISTRICT SEAL)

George D. Alexoff, Secretary
Board of Park Commissioners
Northfield Park District

To: Park Board of Commissioners
From: George Alexoff
Subject: Informational Items
Date: August 24, 2017

School District 29 / Park District Meeting

Commissioner O`Grady and I will be meeting with the School District on September 6th. If you have any items you feel we need to address, let's chat about it at our meeting on Monday.

NSSRA Foundation Golf Outing

The annual foundation golf outing is scheduled for Friday morning, September 22 at Deerfield Golf Course. If you are interested in playing let me know.

Sponsorship List

I will bring to the meeting a listing of potential sponsors we plan on recruiting. Hopefully you may have a few contacts that will assist us in securing additional sponsors for the District.

CONSENT AGENDA

**NORTHFIELD PARK DISTRICT
PUBLIC MEETING
MONDAY, JULY 31, 2017
NORTHFIELD COMMUNITY CENTER
CONFERENCE ROOM 6:15 PM**

The meeting was called to order at 6:15 p.m. and a roll call was taken.

Present: Commissioners –Bickford, Knight, Klein, O’Grady, Zieziula, Beil

Also present staff members: Alexoff, Guillen, Byron,

Absent: Treasurer Morrell, Commissioner: Bramlage

Approval / Additions to Agenda

None

Audience Comments

None

Correspondence

None

Director’s Report

Budget and Appropriations Ordinance 07-31-17-01

Director Alexoff discussed the budget and some changes due to timing on work completing the paving jobs and a piece of equipment.

No one requested information on the tentative 2017-2018 Budget.

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the public meeting at 6:25 p.m.

Commissioner Knight seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: Bickford, Knight, Klein, O’Grady, Zieziula, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: Bramlage,

Abstain: Commissioners: None

Motion passed

**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY, JULY 31, 2017
NORTHFIELD COMMUNITY CENTER
CONFERENCE ROOM 6:30 PM**

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

Present: Commissioners –Bickford, Knight, Klein, O’Grady, Zieziula, Beil

Also present staff members: Alexoff, Guillen, Byron,

Absent: Treasurer Morrell, Commissioner: Bramlage

Approval / Additions to Agenda

None

Audience Comments

None

Correspondence

Director’s Report

a. Budget and Appropriations Ordinance 07-31-17-01

Director Alexoff stated that no one was present or submitted questions on the tentative budget. Based on the feedback, staff would recommend approving the Budget and Appropriation Ordinance as presented. Commissioner Klein made a motion to approve the 2017-2018 Budget and Appropriations Ordinance 07-31-17-01. Commissioner Zieziula seconded the motion. A roll call was made.

Voting Aye: Commissioners: Bickford, Knight, Klein, O’Grady, Zieziula, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: Bramlage

Abstain: Commissioners: None

Motion passed

b. Digital Marketing and Customer Engagement

- The history of the digital marketing efforts at the District was discussed and how it has evolved over time. In the past, the staff has utilized more traditional methods such as signage, banners, and word of mouth outreach. Currently the staff is putting the internal emphasis on digital marketing. The agency has abandoned most traditional marketing methods, other than the brochure (made in house), periodic banners and few posters. Everything else focuses on digital methods. We are on Facebook and are making connections with local Facebook groups such as the Northshore Moms Group, Middlefork / Sunset Ridge Parents Groups and Next Door. Our webpage is updated more frequently and has been transitioned to a banner style home page rather than just text info to describe our upcoming programs and events.

- Commissioner Beil asked if it was possible to start using our baseline numbers to help us measure growth in the future. Examples being number of likes and follows on Facebook, Twitter and Instagram. He also asked if there could be a basic way to quantify how digital marketing is affecting participation to which the staff agreed to work on in the near future.
- Superintendent Byron mentioned that while we do not have a staff person dedicated solely to marketing, our vision is that our new Recreation Coordinator will work closely with our Communications and Marketing Manager to expand our social footprint and also measure how it translates to participation.

c. Informational Items

- Director Alexoff discussed the Walden Lane Development. Currently the developer has submitted plans to the Village of Northfield. The first review is by the planning and zoning. The Village has informed staff that the developer would like the Park District to waive the impact fee requirement. They have told the developer that they need to request the waiver through the District. At this time no request has submitted. The board discussed the pros and cons of waiving of impact fees and at felt that it would not be in the best interest of the district to waive impact fees if a request was made.

7:08 Treasurer Morrell arrived

- The Board discussed sending a letter to the developers informing them that a waiver of impact fees will not be approved.

Consent Agenda

- Approval of Board Meeting Minutes 6/26/17**
- Approval of Cash Expenditures for Month of June 2017 (copy for review will be available at the meeting).**

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

Voting Aye: Commissioners: Bickford, Knight, Klein, O’Grady, Zieziula, Beil

Voting Nay: Commissioners: None

Absent: Commissioner: Bramlage

Abstain: Commissioners: None

Motion passed

Agency Reports

a. **Finance** –Treasurer Morrell gave a full year summary of the financials.

b. **Recreation / Park Grounds and Facility**

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

- Camp is almost over, really good staff this year. 8 weeks of camp with an extra week of extended.
- Fitness is on track. 10% increase with a new Jr. Membership
- Park Partners Sponsors are still being sought out.
- A New Summer Concert at Clarkson Park will be held on August 9th 6:30-9:00pm with Taco Nano on board to sell tacos.
- Flood caused damage to some grass which stayed under water for too long.
- Fields 1 and 2 are next for renovation
- Recent Streambank work held up outstandingly throughout the flood.
- Hopefully the remaining paving will be done this week.
- The Community Center had five roof leaks from the recent rains.
- Staff utilized Com Ed Energy Grant incentive money to replace the existing lighting in the gym and the resident's center with LED Lights.

ADJOURNMENT

Commissioner Bickford made a motion to adjourn the meeting at 7:44 p.m.

Commissioner Klein seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: Bickford, Knight, Klein, O'Grady, Zieziula, Beil

Voting Nay: Commissioners: None

Absent: Commissioners: Bramlage

Abstain: Commissioners: None

Motion passed

AGENCY REPORTS

08/08/2017

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	2017-18	VARIANCE
		07/31/2016	07/31/2017	YEAR-TO-DATE THRU 07/31/17	AMENDED BUDGET) ACTUAL VS YTD BUDGET	
Fund 01 - CORPORATE FUND						
Revenues						
01 3010	TAXES	131,616.35	163,915.25	163,000.00	712,000.00	915.25
01 3070	BANK INTEREST	0.00	0.00	0.00	1,100.00	0.00
01 3091	NSSRA REIMBURSEMENT	0.00	0.00	0.00	6,695.00	0.00
01 3099	MISCELLANEOUS REVENUE	323.18	123.58	132.95	1,500.00	(9.37)
TOTAL REVENUES		131,939.53	164,038.83	163,132.95	721,295.00	905.88
Expenditures						
01 4008	FT SALARIES	19,915.92	22,138.83	22,200.00	318,236.08	(61.17)
01 4009	PT SALARIES	7,484.27	6,171.19	5,741.37	74,637.80	429.82
01 4015	HEALTH INSURANCE	4,445.66	5,121.99	5,700.00	72,432.78	(578.01)
01 4026	GAS / MILEAGE REIMBURSEMENT	535.40	535.40	569.23	7,400.00	(33.83)
01 4050	DUES & EDUCATION	173.25	34.03	546.79	17,405.00	(512.76)
01 4099	MISC -EXP	0.00	184.99	41.60	12,750.00	143.39
01 5022	PHONE	489.34	198.24	552.55	7,020.00	(354.31)
01 5023	INTERNET / CABLE	372.67	413.82	400.00	4,800.00	13.82
01 5035	MARKETING	0.00	257.03	2,291.67	27,500.00	(2,034.64)
01 5040	LEGAL & PROFESSIONAL	0.00	752.50	0.00	7,500.00	752.50
01 5060	CONTRACTUAL	1,371.43	995.98	1,701.33	44,909.00	(705.35)
01 6010	SMALL EQUIPMENT	0.00	1,157.95	0.00	5,000.00	1,157.95
01 6021	SUPPLIES	150.48	36.99	556.72	7,175.00	(519.73)
01 6025	POSTAGE	112.00	168.00	1,398.71	4,420.00	(1,230.71)
01 6070	SAFETY	0.00	0.00	385.89	2,475.00	(385.89)
01 9992	FUND TRANSFER	0.00	0.00	0.00	95,000.00	0.00
TOTAL EXPENDITURES		35,050.42	38,166.94	42,085.86	708,660.66	(3,918.92)
Fund 01 - CORPORATE FUND:						
TOTAL REVENUES		131,939.53	164,038.83	163,132.95	721,295.00	905.88
TOTAL EXPENDITURES		35,050.42	38,166.94	42,085.86	708,660.66	(3,918.92)
NET OF REVENUES & EXPENDITURES		96,889.11	125,871.89	121,047.09	12,634.34	4,824.80
BEG. FUND BALANCE		224,781.24	224,781.24	224,781.24	224,781.24	
NET OF REVENUES/EXPENDITURES - 2016-17			(31,285.83)			
END FUND BALANCE		321,670.35	319,367.30	345,828.33	237,415.58	

08/08/2017

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE	YTD BALANCE	BUDGET	VARIANCE	
		07/31/2016	07/31/2017	YEAR-TO-DATE THRU 07/31/17	2017-18 AMENDED BUDGET	ACTUAL VS YTD BUDGET
Fund 03 - RECREATION						
Revenues						
03 3010	TAXES	9,154.81	12,459.77	12,000.00	54,000.00	459.77
03 3020	USER FEES	273,678.00	403,803.35	329,870.49	595,166.10	73,932.86
03 3030	RENTAL	5,085.00	11,585.00	13,000.04	256,820.00	(1,415.04)
03 3050	CONCESSION REVENUE	705.85	5,364.00	5,416.67	13,400.00	(52.67)
03 3060	CONTRIBUTIONS	0.00	15,100.00	5,116.66	19,050.00	9,983.34
TOTAL REVENUES		288,623.66	448,312.12	365,403.86	938,436.10	82,908.26
Expenditures						
03 4008	FT SALARIES	9,078.64	10,960.26	11,130.99	144,702.82	(170.73)
03 4009	PT SALARIES	56,357.81	66,224.55	68,731.97	213,544.25	(2,507.42)
03 5021	ELECTRICITY	262.89	2,584.49	1,279.79	39,500.00	1,304.70
03 5024	WATER	0.00	0.00	0.00	4,700.00	0.00
03 5025	GAS	0.00	0.00	0.00	5,000.00	0.00
03 5035	MARKETING	0.00	130.80	837.50	6,100.00	(706.70)
03 5060	CONTRACTUAL	34,299.91	53,420.62	49,781.85	230,923.15	3,638.77
03 5061	REPAIR & MAINTENANCE	3,081.06	1,354.83	2,492.46	68,020.00	(1,137.63)
03 6010	SMALL EQUIPMENT	0.00	0.00	808.45	8,075.00	(808.45)
03 6020	EQUIPMENT PURCHASES	0.00	0.00	4,000.00	30,935.00	(4,000.00)
03 6021	SUPPLIES	14,181.23	13,302.30	17,416.26	98,163.46	(4,113.96)
03 6050	CONCESSION SUPPLIES	0.00	1,506.64	291.67	4,450.00	1,214.97
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
TOTAL EXPENDITURES		117,261.54	149,484.49	156,770.94	939,113.68	(7,286.45)
Fund 03 - RECREATION:						
TOTAL REVENUES		288,623.66	448,312.12	365,403.86	938,436.10	82,908.26
TOTAL EXPENDITURES		117,261.54	149,484.49	156,770.94	939,113.68	(7,286.45)
NET OF REVENUES & EXPENDITURES		171,362.12	298,827.63	208,632.92	(677.58)	90,194.71
BEG. FUND BALANCE		257,930.41	257,930.41	257,930.41	257,930.41	
NET OF REVENUES/EXPENDITURES - 2016-17			50,513.93			
END FUND BALANCE		429,292.53	607,271.97	466,563.33	257,252.83	

08/08/2017

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
Fund 05 - SPECIAL -NSSRA						
Revenues						
05 3010	TAXES	30,016.40	36,579.35	36,000.00	158,000.00	579.35
TOTAL REVENUES		30,016.40	36,579.35	36,000.00	158,000.00	579.35
Expenditures						
05 4008	FT SALARIES	1,541.68	1,594.28	1,648.00	21,423.98	(53.72)
05 4009	PT SALARIES	177.85	172.39	151.38	1,968.00	21.01
05 7010	NSSRA -EXPENSE	24,411.00	27,452.31	31,947.21	92,827.58	(4,494.90)
05 9992	FUND TRANSFER	0.00	0.00	0.00	49,686.00	0.00
TOTAL EXPENDITURES		26,130.53	29,218.98	33,746.59	165,905.56	(4,527.61)
Fund 05 - SPECIAL -NSSRA:						
TOTAL REVENUES		30,016.40	36,579.35	36,000.00	158,000.00	579.35
TOTAL EXPENDITURES		26,130.53	29,218.98	33,746.59	165,905.56	(4,527.61)
NET OF REVENUES & EXPENDITURES		3,885.87	7,360.37	2,253.41	(7,905.56)	5,106.96
BEG. FUND BALANCE		144,494.78	144,494.78	144,494.78	144,494.78	
NET OF REVENUES/EXPENDITURES - 2016-17			1,717.85			
END FUND BALANCE		148,380.65	153,573.00	146,748.19	136,589.22	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
Fund 07 - AUDITING						
Revenues						
07 3010	TAXES	2,251.07	2,875.31	2,800.00	12,500.00	75.31
TOTAL REVENUES		2,251.07	2,875.31	2,800.00	12,500.00	75.31
Expenditures						
07 5040	LEGAL & PROFESSIONAL	0.00	0.00	0.00	8,700.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	8,700.00	0.00
Fund 07 - AUDITING:						
TOTAL REVENUES		2,251.07	2,875.31	2,800.00	12,500.00	75.31
TOTAL EXPENDITURES		0.00	0.00	0.00	8,700.00	0.00
NET OF REVENUES & EXPENDITURES		2,251.07	2,875.31	2,800.00	3,800.00	75.31
BEG. FUND BALANCE		13,503.43	13,503.43	13,503.43	13,503.43	
NET OF REVENUES/EXPENDITURES - 2016-17			3,551.77			
END FUND BALANCE		15,754.50	19,930.51	16,303.43	17,303.43	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18		VARIANCE
				YEAR-TO-DATE THRU 07/31/17	AMENDED BUDGET	ACTUAL VS YTD BUDGET	
Fund 09 - LIABILITY INSURANCE							
Revenues							
09 3010	TAXES	6,678.58	8,306.35	8,300.00	36,500.00		6.35
TOTAL REVENUES		6,678.58	8,306.35	8,300.00	36,500.00		6.35
Expenditures							
09 4008	FT SALARIES	315.36	327.15	331.15	4,305.00		(4.00)
09 7020	LIABILITY INSURANCE	2,444.81	2,555.10	2,616.58	32,194.26		(61.48)
TOTAL EXPENDITURES		2,760.17	2,882.25	2,947.73	36,499.26		(65.48)
Fund 09 - LIABILITY INSURANCE:							
TOTAL REVENUES		6,678.58	8,306.35	8,300.00	36,500.00		6.35
TOTAL EXPENDITURES		2,760.17	2,882.25	2,947.73	36,499.26		(65.48)
NET OF REVENUES & EXPENDITURES		3,918.41	5,424.10	5,352.27	0.74		71.83
BEG. FUND BALANCE		19,243.12	19,243.12	19,243.12	19,243.12		
NET OF REVENUES/EXPENDITURES - 2016-17			1,377.84				
END FUND BALANCE		23,161.53	26,045.06	24,595.39	19,243.86		

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
Fund 11 - SOCIAL SECURITY						
Revenues						
11 3010	TAXES	8,779.66	7,241.46	7,200.00	31,500.00	41.46
TOTAL REVENUES		8,779.66	7,241.46	7,200.00	31,500.00	41.46
Expenditures						
11 4011	WITHOLDING	7,462.30	6,660.06	7,523.60	58,291.31	(863.54)
TOTAL EXPENDITURES		7,462.30	6,660.06	7,523.60	58,291.31	(863.54)
Fund 11 - SOCIAL SECURITY:						
TOTAL REVENUES		8,779.66	7,241.46	7,200.00	31,500.00	41.46
TOTAL EXPENDITURES		7,462.30	6,660.06	7,523.60	58,291.31	(863.54)
NET OF REVENUES & EXPENDITURES		1,317.36	581.40	(323.60)	(26,791.31)	905.00
BEG. FUND BALANCE		54,679.10	54,679.10	54,679.10	54,679.10	
NET OF REVENUES/EXPENDITURES - 2016-17			(11,528.15)			
END FUND BALANCE		55,996.46	43,732.35	54,355.50	27,887.79	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
Fund 13 - IMRF						
Revenues						
13 3010	TAXES	10,505.59	12,672.73	12,500.00	55,000.00	172.73
TOTAL REVENUES		10,505.59	12,672.73	12,500.00	55,000.00	172.73
Expenditures						
13 4012	IMRF-EMPLOYER	4,056.87	3,621.04	4,166.36	53,800.05	(545.32)
TOTAL EXPENDITURES		4,056.87	3,621.04	4,166.36	53,800.05	(545.32)
Fund 13 - IMRF:						
TOTAL REVENUES		10,505.59	12,672.73	12,500.00	55,000.00	172.73
TOTAL EXPENDITURES		4,056.87	3,621.04	4,166.36	53,800.05	(545.32)
NET OF REVENUES & EXPENDITURES		6,448.72	9,051.69	8,333.64	1,199.95	718.05
BEG. FUND BALANCE		29,751.91	29,751.91	29,751.91	29,751.91	
NET OF REVENUES/EXPENDITURES - 2016-17			5,390.07			
END FUND BALANCE		36,200.63	44,193.67	38,085.55	30,951.86	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET)	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
Fund 15 - CAPITAL PROJECTS						
Revenues						
15 3099	MISCELLANEOUS REVENUE	0.00	(13.79)	0.00	0.00	(13.79)
15 9991	TRANSFER FROM REC	0.00	0.00	0.00	85,000.00	0.00
15 9993	TRANS. FROM NSSRA	0.00	0.00	0.00	49,686.00	0.00
15 9994	TRANS. FROM CORPORATE	0.00	0.00	0.00	95,000.00	0.00
TOTAL REVENUES		0.00	(13.79)	0.00	229,686.00	(13.79)
Expenditures						
15 6020	EQUIPMENT PURCHASES	15,655.00	0.00	0.00	88,145.00	0.00
15 7091	LOAN REPAYMENT	175,533.00	173,066.34	173,066.00	173,066.00	0.34
TOTAL EXPENDITURES		191,188.00	173,066.34	173,066.00	261,211.00	0.34
Fund 15 - CAPITAL PROJECTS:						
TOTAL REVENUES		0.00	(13.79)	0.00	229,686.00	(13.79)
TOTAL EXPENDITURES		191,188.00	173,066.34	173,066.00	261,211.00	0.34
NET OF REVENUES & EXPENDITURES		(191,188.00)	(173,080.13)	(173,066.00)	(31,525.00)	(14.13)
BEG. FUND BALANCE		75,590.08	75,590.08	75,590.08	75,590.08	
NET OF REVENUES/EXPENDITURES - 2016-17			(36,821.27)			
END FUND BALANCE		(115,597.92)	(134,311.32)	(97,475.92)	44,065.08	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 ALL FUNDS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET	VARIANCE ACTUAL VS YTD BUDGET
				YEAR-TO-DATE THRU 07/31/17		
TOTAL REVENUES - ALL FUNDS		478,794.49	680,012.36	595,336.81	2,182,917.10	84,675.55
TOTAL EXPENDITURES - ALL FUNDS		383,909.83	403,100.10	420,307.08	2,232,181.52	(17,206.98)
NET OF REVENUES & EXPENDITURES		94,884.66	276,912.26	175,029.73	(49,264.42)	101,882.53
BEG. FUND BALANCE - ALL FUNDS		819,974.07	819,974.07	819,974.07	819,974.07	
END FUND BALANCE - ALL FUNDS		914,858.73	1,079,802.54	995,003.80	770,709.65	

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REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	2017-18 AMENDED BUDGET TD ACTUAL	VARIANCE VSFTYD B DGT
				YEAR-TO-DATE THRU 07/31/17		
'ADMINISTRATIVE'						
03 3010	TAXES	9,154.81	12,459.77	12,000.00	54,000.00	459.77
03 4008	FT SALARIES	2,877.04	4,526.11	4,618.85	60,045.00	(92.74)
'ADMINISTRATIVE'		6,277.77	7,933.66	7,381.15	(6,045.00)	(552.51)
'PARKS & FACILITIES'						
03 3020	USER FEES	3,722.00	4,096.00	3,637.72	74,500.00	458.28
03 3030	RENTAL	5,085.00	11,585.00	13,000.04	256,820.00	(1,415.04)
03 3050	CONCESSION REVENUE	705.85	0.00	416.67	5,200.00	(416.67)
03 3060	CONTRIBUTIONS/SPONSORSHIPS	0.00	7,500.00	0.00	0.00	7,500.00
03 4008	FT SALARIES	6,201.60	6,434.15	6,512.14	84,657.82	(77.99)
03 4009	PT SALARIES	5,990.36	7,148.09	4,757.43	66,172.00	2,390.66
03 5021	ELECTRICITY	262.89	2,584.49	1,279.79	39,500.00	1,304.70
03 5024	WATER	0.00	0.00	0.00	4,700.00	0.00
03 5025	GAS	0.00	0.00	0.00	5,000.00	0.00
03 5035	MARKETING	0.00	0.00	287.50	3,450.00	(287.50)
03 5060	CONTRACTUAL	5,167.09	7,133.27	5,616.78	69,928.00	1,516.49
03 5061	REPAIR & MAINTENANCE	3,081.06	1,354.83	2,492.46	68,020.00	(1,137.63)
03 6010	SMALL EQUIPMENT	0.00	0.00	808.45	8,075.00	(808.45)
03 6020	EQUIPMENT PURCHASES	0.00	0.00	4,000.00	30,935.00	(4,000.00)
03 6021	SUPPLIES	3,636.81	4,018.10	5,890.58	75,600.00	(1,872.48)
03 6050	CONCESSION SUPPLIES	0.00	1,057.71	291.67	3,600.00	766.04
'PARKS & FACILITIES'		(14,826.96)	(6,549.64)	(14,882.37)	(123,117.82)	(8,332.73)
'GENERAL PROGRAMS'						
03 3020	USER FEES	5,110.00	4,129.35	2,948.49	110,443.00	1,180.86
03 4009	PT SALARIES	0.00	56.25	111.31	29,723.75	(55.06)
03 5060	CONTRACTUAL	1,800.00	2,100.00	4,100.00	51,895.40	(2,000.00)
03 6021	SUPPLIES	0.00	0.00	50.00	2,600.00	(50.00)
'GENERAL PROGRAMS'		3,310.00	1,973.10	(1,312.82)	26,223.85	(3,285.92)

08/08/2017

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 RECREATION FUND BY GROUPINGS

FUND ACCOUNT	DESCRIPTION	YTD BALANCE 07/31/2016	YTD BALANCE 07/31/2017	BUDGET	VARIANCE	
				YEAR-TO-DATE THRU 07/31/17		2017-18 AMENDED BUDGET TD ACTUAL VSFTYD BDGT
'SPECIAL EVENTS'						
03 3020	USER FEES	9,568.00	0.00	0.00	250.00	0.00
03 3050	CONCESSION REVENUE	0.00	5,364.00	5,000.00	8,200.00	364.00
03 3060	CONTRIBUTIONS	0.00	7,600.00	5,116.66	19,050.00	2,483.34
03 4009	PT SALARIES	1,292.50	1,363.50	1,570.00	2,900.00	(206.50)
03 5035	MARKETING	0.00	130.80	550.00	2,650.00	(419.20)
03 5060	CONTRACTUAL	10,211.25	16,629.00	16,450.93	35,825.50	178.07
03 6021	SUPPLIES	2,340.30	123.60	2,140.77	7,059.96	(2,017.17)
03 6050	CONCESSION SUPPLIES	0.00	448.93	0.00	850.00	448.93
'SPECIAL EVENTS'		(4,276.05)	(5,731.83)	(10,595.04)	(21,785.46)	(4,863.21)
'ATHLETIC PROGRAMS'						
03 3020	USER FEES	375.00	0.00	308.33	39,438.00	(308.33)
03 4009	PT SALARIES	0.00	0.00	76.88	5,347.50	(76.88)
03 5060	CONTRACTUAL	0.00	0.00	0.00	9,344.60	0.00
03 6021	SUPPLIES	(198.84)	0.00	25.00	2,250.00	(25.00)
'ATHLETIC PROGRAMS'		573.84	0.00	206.45	22,495.90	206.45
'CAMPS'						
03 3020	USER FEES	250,593.00	391,908.00	319,514.52	320,535.10	72,393.48
03 4009	PT SALARIES	47,834.95	56,062.71	61,104.75	82,001.00	(5,042.04)
03 5060	CONTRACTUAL	17,121.57	26,267.85	23,614.14	49,629.65	2,653.71
03 6021	SUPPLIES	8,402.96	9,160.60	9,309.91	10,653.50	(149.31)
'CAMPS'		177,233.52	300,416.84	225,485.72	178,250.95	(74,931.12)
'FITNESS PROGRAMS'						
03 3020	USER FEES	4,310.00	3,670.00	3,461.43	50,000.00	208.57
03 4009	PT SALARIES	1,240.00	1,594.00	1,111.60	27,400.00	482.40
03 5060	CONTRACTUAL	0.00	1,290.50	0.00	14,300.00	1,290.50
'FITNESS PROGRAMS'		3,070.00	785.50	2,349.83	8,300.00	1,564.33
'INTERFUND'						
03 9992	FUND TRANSFER	0.00	0.00	0.00	85,000.00	0.00
'INTERFUND'		0.00	0.00	0.00	(85,000.00)	0.00
TOTAL REVENUES - FUND 03		288,623.66	448,312.12	365,403.86	938,436.10	82,908.26
TOTAL EXPENDITURES - FUND 03		117,261.54	149,484.49	156,770.94	939,113.68	(7,286.45)
OF REVENUES & EXPENDITURES		171,362.12	298,827.63	208,632.92	(677.58)	90,194.71

08/08/2017

ACCOUNT BALANCE REPORT FOR NORTHFIELD PARK DISTRICT
 PERIOD ENDING 07/31/2017
 BALANCE SHEET

ACCOUNT	DESCRIPTION	END BALANCE 07/31/2017	BALANCE 07/31/2016	VARIANCE
Assets				
1000	OPERATING-NORTHVIEW	41,490.98	63,671.04	(72,180.06)
1003	NVB PETTY CHECKING 000430023000031	1,104.87	1,054.87	50.00
1007	ILLINOIS FUNDS MM 007139101443	549.14	552.15	(3.01)
1010	NORTHVIEW TAX ACCT 7530000691	1,071,803.88	873,229.50	248,574.38
1013	PETTY CASH BOX @ COMM CTR	100.00	100.00	0.00
1015	AMERICAN CHARTERED BANK-XXX760	0.00	520.50	(520.50)
1200	ACCOUNTS RECEIVABLE	10,891.26	47,169.00	(36,277.74)
1250	TAXES RECEIVABLE	506,561.71	508,901.99	(2,340.28)
1300	PREPAID EXPENSES	0.00	50.00	(50.00)
TOTAL ASSETS		1,632,501.84	1,495,249.05	137,252.79
Liabilities				
2000	ACCOUNTS PAYABLE	6,731.81	38,419.90	(31,688.09)
2010	ACCRUED PAYABLES/PAYROLL	(2.17)	(2.17)	0.00
2011	EMPLOYEE COMPENSATION	39,130.00	32,630.00	6,500.00
2050	DEFERRED INCOME	60.00	280.00	(220.00)
2060	DEFERRED TAX REVENUE	506,561.71	508,901.99	(2,340.28)
2105	HEALTH CARE FSA	100.20	157.85	(57.65)
2300	FAMILY CREDIT	117.75	2.75	115.00
TOTAL LIABILITIES		552,699.30	580,390.32	(27,691.02)
Fund Equity				
9000	FUND BALANCE	819,974.07	819,974.07	0.00
2016/2017 Beginning Fund Balance		819,974.07	819,974.07	0.00
Net revenue 2016/2017		(17,803.00)		
2017/2018 Beginning fund balance		802,171.07	819,974.07	
2017/2018 Net Revenue		276,912.26	94,884.66	
Ending Fund Balance		1,079,083.33	914,858.73	(164,943.81)

Superintendent's Report
Bill Byron
August 2017

Willow Park

- The park is recovering nicely after all the flooding. We are aggressively aerating and seeding the sports fields to help regenerate the turf.
- Fall sports are beginning on all the fields, and this fall consists of mainly soccer, lacrosse and softball. Baseball usage is light here this fall.
- The paving work was recently completed to widen some of the walking paths.
- The renovations to the baseball fields were also completed in the middle of August.

Clarkson Park

- We added a concrete pad that connects our storage shed to the sidewalk. The pad will be used to ease the movement of equipment from the shed to the lodge, and also will be a solid surface to hold dumpsters for special events.

Fox Meadow Park

- Regular wetland and landscape maintenance continues at Fox Meadow.

Community Center

- We believe we have fixed all of the roof leaks that surfaced during the July rains. We are still monitoring them but at this point the leaks appear to be fixed.
- The new lights were installed in the gymnasium and Residents Center room. The LED fixtures work great and will bring more energy savings to the building.
- The gym floor was sanded, repainted, and resurfaced over the past few weeks. We added pickleball lines and changed the logos and paint styles used throughout. We are very happy with how it turned out.
- ComEd recently connected our new electric cable. This should help us avoid the strange outages we have experienced in the past. We are monitoring all of our equipment to ensure it is working properly after the changes.

Recreation Board Report
August 2017
Jim Reuter
Nada Becker

Staff

We hired Victoria Frullani to be our new Rec. Coordinator. She will be responsible for our Before/After School Rec. programs, the afterschool classes, birthday parties, and be involved with social media, among other things.

Birthday Parties

The month of August had two Birthday Parties.

Camp

Camp officially ended on Friday, August 11th. Overall, camp ran very smoothly and the feedback from the survey I sent out has been quite positive thus far.

Fall Classes

Middlefork School begins the 2017-18 school year on September 5th and our Before/After School Rec. programs will start that day as well. Victoria will be running our in-house athletic classes while outside contractors will handle the enrichment classes and some athletics. We have many contractors returning and have partnered with some new contractors, including North Shore Music Institute, Sticky Fingers Cooking, and Chicago Loves Dance, to offer a variety of brand new classes this fall.

Fitness

Membership fees and fitness class prices will be increasing on September 1st, as published in the Fall 2017 Brochure. We will be offering new evening classes: two yoga classes and a meditation class. North Shore Yoga is teaching one of the yoga classes and meditation. Chicago Loves Dance is teaching the other yoga class.

Community Center Rentals

Wildcat Jrs. Volleyball, Alvin Chiang's Badminton, Chris Mah, and Joe D'Silva are all set to begin renting the facility again this fall. Pickleball open play will begin in September or October as well.

Clarkson Rentals

Clarkson Lodge and the Cavallari Pavilion continue to be regularly rented and the renters have all been pleased.

Willow Park Field Use

All invoices for spring field use were sent out and are making their way back with checks. KWBA, TGSA, TeamOne Lacrosse, Trevian Soccer, and AYSO will be using the fields this fall.

Summer Concert

The August 9th Summer Concert was very successful. The evening definitely had a great Northfield vibe. It seemed like most people walked to the park. Taco Nano had steady lines and they were very pleased.

We promoted the event through park district communications (website, email, social media); posters in the Community Center, various businesses and the library; a banner in front of Clarkson Park and an event listing on the Winnetka-Northfield Chamber website. The Facebook post promoting the event reached 2,447 (1,043 was organic and 1,404 was from paying to boost the post.) We estimate almost 400 people attended throughout the evening. A post-event Facebook post reached 1,601 people.

Logistically, the area between Clarkson Lodge and the playground worked very well for this type of event.

Special Events

The annual State Fair/Ribfest is on Saturday, September 9th. Last year's changes of allowing set up no earlier than 3PM on Friday, marking pathways on the lawn and moving the beer tent to the east side will be continued.

To make this more of a local event, Ten Ninety beer from the neighboring Glenview brewery will be exclusively served.

This year State Fair has solid sponsorship from the three Park Partners: Northview Bank & Trust, Nels Johnson Tree Care and Hofherr Meat Co.; the music sponsored by First Bank & Trust and the pie contest sponsored by First Bank & Trust.