



Wheaton Park District

*Meeting of the Board of Park Commissioners
February 15, 2017*

**PUBLIC NOTICE - Wheaton Park District Board of
Commissioners Regular Meeting
Wednesday February 15, 2017 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

February 10, 2017

Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the "Park Board") will hold a meeting at 7 pm on Wednesday, February 15, 2017. The meeting will take place at Wheaton City Hall, 303 W. Wesley, Wheaton, IL. Please contact Michael J. Benard, Board Secretary, for further information.

mbenard@wheatonparks.org

Michael J. Benard
Secretary

The Agenda for the February 15, 2017 Meeting is as Follows:

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.510-4944; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

*Meeting of the Board of Park Commissioners
February 15, 2017*

CALL TO ORDER

PRESENTATIONS

- DuPage County Historical Museum

COMMUNITY INPUT

Public comments are important to the Board. However, it is the Board's policy not to take action on items until time has been taken to gather information and discuss all options. Lack of action does not imply lack of interest in the issues. During the community input portion of the agenda the board typically will ask residents to provide input prior to accepting input from non-residents.

CONSENT AGENDA

Consent Agenda items are considered by the Park District to be routine and will be enacted in one motion. There will be no separate discussion on these items. If a member of the Park Board requests, a Consent Agenda item will be removed from the Consent Agenda and considered as an individual item at the end of old or new business.

- A. Approval of the Disbursements totaling \$1,018,574.46 for the period beginning January 11, 2017 and ending February 7, 2017.
- B. Approval of the Regular Meeting Minutes of the Board of Park Commissioners from January 18, 2017
- C. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from January 11, 2017
- D. Approval of the Finance Subcommittee Meeting Minutes from January 11, 2017
- E. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from February 1, 2017
- F. Approval of the Finance Subcommittee Meeting Minutes from February 1, 2017
- G. Approval of the Closed Session Meeting Minutes from January 18, 2017

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.510-4944; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

*Meeting of the Board of Park Commissioners
February 15, 2017*

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolution 2017-03 Authorizing Appointments to the Board of the DuPage County Historical Museum Foundation Inc. by the Wheaton Park District Board of Commissioners
2. Resolution 2017-04 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Americans with Disabilities Act and the Appointment of a Compliance Officer
3. Recommendation to Purchase a 2017 Ford Transit 150 Cargo Van for \$20,412 from Landmark Ford Inc. through the Illinois Cooperative Purchasing Program
4. Recommendation to Approve Change Order #1 with Kandu Construction for the Cosley Zoo Quarantine Facility in the Amount of \$5,573.04
5. Recommendation to Approve an Amendment to Personnel Policy 5.3.5 "Sick Leave" to comply with State Law
6. Recommendation to Accept the Base Bid and Alternate 3 from Desitter Flooring in the Amount of \$127,367.37 for Carpeting at Arrowhead Golf Club
7. Recommendation to Approve a Proposal from Art By Joseph for the "Art Along the Way" Project as Part of the Sensory Playground Initiative for \$50,000
8. Recommendation to Approve the Quote from Advantage Trailers for the Purchase of a Trolley for Use as Half Way House Concession Stand at Arrowhead Golf Club in the Amount of \$22,811.00
9. Recommendation to Approve Terminating a Contract with Cage Engineering for the Seven Gables Parking Project and to Approve Opening a New Contract with Cage Engineering for the Seven Gables Pathway Project in the Amount of \$21,000
10. Recommendation to Approve the Purchase of four Golf Skate Caddies for \$19,980 plus Shipping Costs (estimated \$1,000)
11. Recommendation to Approve a Safety Policy and Procedures Manual and a Crises Management Plan for the Wheaton Park District
12. Recommendation to Approve the Replacement of two Computer "Switches" (which recently failed causing an operational problems) from Meridian IT Inc for \$10,318.75 and an Annual Maintenance Cost of \$1,467.18

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.510-4944; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

*Meeting of the Board of Park Commissioners
February 15, 2017*

REPORTS FROM STAFF

- Executive Director
- Finance, Special Facilities, Marketing, Recreation, Parks, Planning and Development
- Varied Interest Recreation Programs Annual Report
- Lincoln Marsh Adventure Education Annual Report
- Lincoln Marsh Environmental Education Annual Report
- Parks Plus Fitness Center Annual Report

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

CLOSED SESSION

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11)
- e. Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21)

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

Resolution 2017-02 Authorizing Release of Certain Closed Session Minutes

Executive Director Compensation

ADJOURNMENT

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.510-4944; fax number 630.665.5880; email dsiciliano@wheatonparks.org



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting Wednesday January 18, 2017 7:00 p.m. City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER –President Hodgkinson called the meeting to order at 7:00 p.m.
Commissioners Kelly, Mee, Morrill, Vires and were present.

Commissioner Frey was absent

PRESENTATIONS

- 2016-2020 Strategic Plan Year 1 Progress Report

The following charters gave a progress report on their first year and their year two objectives:

Measurement, Survey and Analysis
Board, Partnership, and Community Engagement
Internal Communication Excellence
Program and Recreation Services
Facility Programing for Profit and Sustainability
Greening Your Park District
Parks and Open Space

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$2,472,919.62 (two million, four hundred seventy-two thousand, nine hundred nineteen dollars and sixty-two cents) for the period beginning December 7, 2016 and ending January 10, 2017.
- B. Approval of the Regular Meeting Minutes of the Board of Park Commissioners from December 14, 2016
- C. Acceptance of Mark Schobel's Resignation from the Board of Park Commissioners Effective January 1, 2017

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Vires.

Commissioner Morrill thanked Mark Schobel for being on the board for 28 years.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Ordinance 2017-01 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District

Commissioner Vires moved to approve Ordinance 2017-01 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District. Seconded by Commissioner Kelly.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

2. Approval of a License Agreement for Temporary Access and Work Activities Within the Lincoln Marsh Forest Preserve By and Between the Forest Preserve of DuPage County, the Wheaton Park District and the Sanitary District

Commissioner Mee moved to approve the License Agreement for Temporary Access and Work Activities within the Lincoln Marsh Forest Preserve By and Between the Forest Preserve of DuPage County, the Wheaton Park District and the Sanitary District. Seconded by Commissioner Kelly.

Executive Director Benard stated that this is a large replacement project in 2017-2018. He thanked Director of Parks and Planning Sperl and his team for all their hard work on this project.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

3. Approval of a Change Order for Additional Civil Engineering By V3 Companies for an Additional \$9,500 for the Central Athletic Center Ice Rinks Project

Commissioner Mee moved to approve a Change Order for Additional Civil Engineering By V3 Companies for an Additional \$9,500 for the Central Athletic Center Ice Rinks Project. Seconded by Commissioner Kelly.

Motion passed by voice vote.

4. Approval of the Quote from Hart Erectors for the Replacement of the Central Athletic Center Main Gym Divider Curtain in the Balcony in the amount of \$9,995

Commissioner Kelly moved to approve the Quote from Hart Erectors for the Replacement of the Central Athletic Center Main Gym Divider Curtain in the Balcony in the amount not to exceed \$9,995. Seconded by Commissioner Morrill.

Commissioner Kelly asked to see the specifications. Director of Parks and Planning Sperl stated he would provide them.

Motion passed by voice vote.

5. Advance Approval for the Purchase of Arrowhead Pro-Shop Resale Merchandise from Titleist for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase

Commissioner Mee moved to approve for the purchase of over \$10,000 and not to exceed \$15,000 from Titleist during the pre-order period of January/February 2017 in order to stock the pro shop with merchandise for the 2017 season. Seconded by Commissioner Morrill.

Commissioner Kelly asked if staff can buy material for resale without getting board approval. Finance Director Trainor said she will look into this.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

6. Advance Approval for the Purchase of Arrowhead Pro-Shop Resale Merchandise from Under Armor for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase

Commissioner Kelly moved to approve the Purchase of Arrowhead Pro-Shop Resale Merchandise from Under Armor for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

7. Approval of a Software License Agreement and Related Start Up Costs with TMA Systems for a Computerized Maintenance Management System at a cost not to exceed \$33,000 for 2017

Commissioner Kelly moved to a Software License Agreement and Related Start Up Costs with TMA Systems for a Computerized Maintenance Management System at a cost not to exceed \$33,000 for 2017. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

8. Approval to Create a New Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits

Commissioner Vires moved to approve a new Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

9. Approval to Create a New Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits

Commissioner Morrill moved to approve a new Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits. Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

10. Approval for the Wheaton Park District to Sell Beer and Wine Within the Perimeter of the Central Athletic Complex Athletic Fields & Ice Rink Areas between 8:00 am and 10:00 pm on February 4, 2017 as part of the Winter Tough Hockey Tournament put on by the R33M Foundation - Ross K. MacNeill Foundation to End Pediatric Brain Cancer

Commissioner Mee moved to approve to serve beer and wine within the perimeter of the Central Athletic Complex outdoor area between 8A and 10P for the special event rental by R33M Foundation February 4, 2017. Seconded by Commissioner Morrill.

Executive Director Benard asked that the motion be amended to reflect serving from 11:00 am to 9:00 p.m.

Commissioner Vires asked what staff members will be there. Benard stated that Arrowhead will do the concessions; Parks staff as well as Senior Management will be there. Commissioner Mee asked how many teams will play. Benard stated they are hoping to have 24.

Commissioner Mee moved to amend his motion to serve beer and wine within the perimeter of the Central Athletic Complex outdoor area between 11A and 9P for the special event rental by R33M Foundation February 4, 2017. Seconded by Commissioner Morrill.

Motion passed by voice vote.

11. Approval of an Agreement for Consultant Services by and Between the Wheaton Park District and the Corporate Learning Institute for Leadership Training Consulting through December 31, 2017 at a cost not to exceed \$68,738

Commissioner Morrill moved to approve an agreement for Consultant Services by and Between the Wheaton Park District and the Corporate Learning Institute for Leadership Training Consulting through December 31, 2017 at a cost not to exceed \$68,738. Seconded by Commissioner Mee.

Dr. Tim Buividas from Corporate Learning Institute gave a short presentation on how staff and the district will benefit from the Leadership Academy. Commissioner Morrill thought this was a great opportunity for a lot of staff to receive high level training. He asked if there is a staff member who isn't identified on the list if they can request to do the training. Benard stated yes they can. Commissioner Mee asked for periodic reports as the training goes along and Morrill stated he would like a final report of how staff and the district benefits from this. Dr. Buividas stated he would provide reports during and at the end of the training.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

REPORTS FROM STAFF

Commissioner Morrill enjoyed the Adult Education annual report and stated he likes that we partner with other park districts. He also liked the Looking Ahead page; he thought it shows staff is thinking outside of the box. Commissioner Mee thought the Executive Summary was helpful and liked the cooperation between the park district and school district.

Commissioner Vires and Mee congratulated Zoo Director Sue Wahlgren and her staff on record tree sales. He also commended staff on the ribbon cutting at CAC for the ice rink. Commissioner Morrill thanked Director of Athletics Mary Beth Cleary, and Director of Parks and Planning Rob Sperl for all their hard work on the ice rinks. Commissioner Mee also thanked all staff for their collaboration on the ice rink. He thought the ribbon cutting was fantastic. Commissioner Mee was impressed that the zoo received 220 applications for the zoo keeper position. He also congratulated Arrowhead staff for the increase in weddings this year, and congratulated Safety and Aquatics Manager Wendy Russell on pool pass sales increasing this year.

CLOSED SESSION

At 8:23 p.m. Commissioner Mee moved to enter closed session for the purpose of discussing the:

Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21)

Commissioner Vires seconded.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

RECONVENE TO OPEN SESSION

At 8:42 the board reconvened to open session.

Commissioner Mee moved to approve Resolution 2017-01 A Resolution Providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings excluding the October 30, 2014 minutes. Seconded by Commissioner Kelly.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

ADJOURNMENT

At 8:43 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.

**Wheaton Park District
Building, Grounds and Capital Projects Subcommittee Meeting Minutes
January 11, 2016
5:00pm Museum**

Commissioner Kelly called the meeting to order at 5:00 p.m. Commissioners Vires, Hodgkinson, Morrill and Mee were present.

Staff in attendance: Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Superintendent of Planning Hinchee,

Guest in attendance: Kevin Fahey

Possible Full Board Action Required – Indicated by Underlining

A. Previous Minutes

1. November 9, 2016 – approved in December

Discussion Items

B. Previous Action Items

1. Seven Gables Parking Lot Engineering – Close existing contract with Cage & new contract for path engineering

Superintendent of Planning Steve Hinchee stated that the parking lot project at Winners' Cup Circle with CAGE Engineering is on hold. Based on community feedback, staff is recommending improving the paths at Seven Gables Park instead. Staff is looking at hiring a traffic engineer. They will provide the board with a contract at the February Regular Board Meeting. Commissioner Mee stated he thought it was important that we do a traffic study there since we told residents at the neighbor meeting that we would do one.

2. Central Park additional engineering

Hinchee stated that this is to convert parking from asphalt to permeable pavers to keep us below the threshold of increased net impervious on the storm water. Hinchee will find out what the invoice amount should be, he will recap the whole contract. Hinchee stated that the As Built Survey will be need. The cost should be \$2,800. Executive Director Benard asked Hinchee to make sure he gets this price up front.

3. Sanitary District Easements - Lincoln Marsh and Park Services – pending

Director of Parks and Planning Sperl stated that we just received a copy for them. He will provide the board with a copy. We will receive approximately \$158,000 for the easement and tree removal.

4. Rice Pool Master Plan – Final report

Benard stated that we will distribute and have dialogue on this at the next Buildings and Grounds meeting. We will decide if we want staff to re-tool the report to add input and then bring back to Water Technologies.

5. Roof repair work - may need to bid scope– Waukegan Quote

Sperl stated that combined this work is over \$25,000. \$13,000 of it is for the AGC maintenance garage. He checked the Butler Warranty and it only covers material and not labor. It would cost \$280,000 to replace the roof. Commissioner Kelly stated that we need to stop the leaks now and decide what we want to do in the future. He also asked staff to get the quotes and contracts per facility and not combined.

6. Elliot Lake – Status of office building agreement

Benard stated that Joe Mahady signed the contract and he has been paid.

C. New Items

1. CAC Storage Building arch & engineering proposals

Hinchee stated that we are converting the old restroom facility to storage. He received the proposal from Larry Kmiecik for this. There will be a small amount of civil work to do. Staff received proposals from V3, CAGE and ERA. After some discussion it was decided that as long as ERA included everything we will go with them. Hinchee stated that the City asked for temporary use permits for the toilets at the warming shelter and Zamboni storage shed.

2. CAC Detention at Mariano's

Hinchee stated that the parking lot changes from asphalt to permeable pavers changes our agreement with the property owner, even though we are decreasing the amount of water we still need to get a new agreement with the property owner according the City Engineering Department.

3. Arrowhead Golf Club Carpeting replacement

Commissioner Kelly asked that staff write the specifications and include the timeline in the bid documents. We will go out to bid in a few weeks with commercial companies. Benard stated that Mohawk is giving us a quote.

4. Central Athletic Center Balcony Curtain

Sperl asked if we want to replace this now or wait. Benard stated that we get someone to assess the safety of this. Commissioner Kelly thinks that it is up to staff whether or not we replace this.

D. Follow Up – Updates or Pending

1. Community Center Building Envelope Study – Williams started plans & specifications. There is a meeting scheduled for next Tuesday from 1:00-3:00 p.m.

2. Central Ice Rinks – Portable rink up and running
No report

3. Cosley Animal Welcome Center – Demolition completed
The plumbing is done underground and they will be pouring the floor.
There might be a small change order for replacing the pipe below the frost level.

4. Request to utilize county flood control properties for recreation –
810/814 S. Williston
No report

5. Rathje permit still pending with City of Wheaton & DuPage County
No report

6. Roofing

- i. Taylor Barn Specs – draft received
No report
- ii. CAC storage – complete
No report
- iii. AGC Storage – Butler to be contacted re warranty
No report

7. Memorial Park Master Plan– Concepts in progress
We will discuss at the March Buildings and Grounds meeting

8. WDSRA Rec & Roll at Central Athletic Complex – Architectural in progress

Commissioner Kelly stated that the board would like to see the CAC utilized more than it is now. The goal to get CAC up and running and then move staff there. The board would like to see a plan on all of this, and to figure out how to increase programming there.

9. Northside Monument – delay to spring due to moisture- no update
No report

10. Friends of Northside Park Committee re-engagement – Exercise equipment grant received – Need to refine plan and seek community feedback
No report

E. General Administrative Items

1. Arrowhead House Options – Revised recommendations
Benard stated that the mold report on the house did not come back favorable. The foundation cracked when it flooded creating mold. If we can't get rid of the mold it is possible we might have to demolish the house.

Benard will write a recommendation to save the utilities and demolish the building if this is the case. Benard will provide the board a report on the cost to mitigate, clean and demolish.

2. Atten Cell Tower Lease – Engineering survey of existing facility pending; termination letter received from Sprint

No report

3. Seven Gables Barn Cell Phone Rent

No report

4. Bestler's Pond License Renewal

No report

Commissioner Morrill moved to adjourn the meeting at 6:05 p.m.
Seconded by Commissioner Mee. Motion carried by voice vote.

Finance Committee Meeting Minutes

January 11, 2017

Meeting was called to order at 6:00 pm. Present were:

President Hodgkinson, Chair John Vires, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Parks Director Rob Sperl

Guest: Kevin Fahey

Previous Minutes

1. November 9, 2016 (These were approved at the December 14th Regular Board Meeting)

Discussion Items

Previous Discussion Items

1. Parks Department Positions two new Full Time

Executive Director Benard stated that he endorses both of these positions. We have gotten heavy into event management and we make a lot of signs. Director of Parks and Planning Sperl stated that Nic Novak does the signs now so that means he gets taken away from managing his crew. Sperl sees this new position filling in spots that need to get done before events. Commissioner Kelly asked if these two new positions will fill Sperl's staff. Benard stated it was hard to say with how things evolve in the district. Benard doesn't think this will fill Sperl's department and more people will be needed in the future. Sperl stated that these are both working jobs; they will do other projects besides their titles. The goal is to have seven day coverage on athletic fields. Sperl would like to still have the Recreation Department assist with this. Commissioner Mee asked if these positions will eliminate the part time positions. Sperl stated it will not. The board agreed that these positions were needed and will be voted on at the regular board meeting.

New Discussion Items

1. Licensing new work order system

Benard stated that he negotiated four years free with just maintenance fees for Main Trac. This is a good system for smaller districts but not large ones like

ours. Sperl looked at a half dozen other systems and settled on the three that were presented tonight. Commissioner Kelly asked why the start up on TMA was so much higher than the others. Sperl stated it was directly related to putting a technician here for 16 days which we won't need. It will cost us \$33,000 the first year and \$14,160 annually after that. Benard stated that he will get an opinion from legal counsel stating that we don't have to go out to bid on this because of the statutory exemption for certain professional and technical services. After some discussion the board agreed they were ok with hiring TMA. It will go to the January Regular Board Meeting for approval.

Follow up – Updates or Pending

No report

General Administrative Items

Executive Director Evaluation

President Hodgkinson stated that there is a shorter version of Mike's evaluation this year. We will discuss personnel in closed session and also do a semiannual review of the closed session minutes. Benard stated that for the closed session minutes you will only be asked to vote on the minutes for the meetings you attended. After some discussion it was decided that we will make separate minutes when personnel issues are discussed so that staff doesn't need to redact all the information when the minutes are released.

Board Member Vacancy

Benard checked the election laws on if we appointed Kevin to the board he would only have a two year term and not a four year term. Everyone agreed that it is best that we wait until April. We will accept Mark Schobel's resignation at the January board meeting.

Open Gov

Benard stated that it is time to promote Open Gov to the public. Commissioner Kelly thought we don't need a presentation at the board meeting that staff only needs to send an email blast promoting it. Benard asked Finance Director Trainor to work with the marketing department to get it marketed and up on our website.

The meeting was adjourned without objection at 6:53 p.m.

Wheaton Park District

Building, Grounds and Capital Projects Subcommittee Meeting Minutes

February 1, 2017

5:00pm Museum

Commissioner Kelly called the meeting to order at 5:00 p.m. Commissioners Vires, Morrill and Mee were present. (Commissioner Kelly attended via telephone)

Staff in attendance: Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Superintendent of Planning Hinchee, Director of Special Facilities Bendy

Guest: Kevin Fahey

A. Previous Minutes

1. January 11, 2017

B. Action Items for February 15th Board Meeting

1. Arrowhead Golf Club Carpeting replacement – bid results were provided at meeting

Executive Director Benard stated that a bid was left in the Museum mailbox after it was already checked that morning. Benard stated this won't happen again. We are going to make a sign directing people not to leave bids in that mailbox. Legal counsel is reviewing the situation. Staff will not do anything until they hear back from her on what we should do.

2. Cosley Animal Welcome Center – Change order

i. Reimburse demolition permit fee, sanitary sewer, foundation wall, drain tile

Demolition Permit fee

The contractor paid for a demolition permit fee. Superintendent of Planning Hinchee stated that it's in our contract to pay for these. Hinchee checked with the city to make sure this wasn't a deposit that would be refunded. The city told him it's not, it's all for the fee. (\$1,000). The board was agreeable to this change order to reimburse the contractor.

Sanitary Sewer

Hinchee stated they put in an extra 30 feet of pipe. This is for the cost of the work and a 5% + 2% mark up for work performed by sub-contractors as allowed by the contract (\$2,976). WT and Larry Kmiecik reviewed this and they think it is reasonable. The board was agreeable to this change order.

Foundation Wall

This is to make the walls level around the foundation by adding an additional level of blocks. (\$1,596.44) The board was agreeable to this change order.

Drain Tile

Workers discovered the drain tile was cracked. This runs on 2 sides of the foundation. They would have to cut out the entire perimeter and put in PVC and edge the drain then pour concrete over it. (\$15,242.61). The board was agreeable to this change order.

Commissioner Kelly stated he would like to see the change order with the markups with the proposals. He is in favor of doing the work but wants to see the proposal to check unit costs against the contract.

ii. Building dimension difference from plans

Hinchee stated that the building is 8" smaller than the plan dimension in the north south direction. They decreased a hallway by 8" to allow for it. No change order is currently expected for this.

3. CAC Detention at Mariano's – MOU being prepared by Tressler

Hinchee stated this was the MOU that was being prepared as requested by the City of Wheaton.

4. Seven Gables Engineering – Discussed in January and to be added to the February board agenda.

5. Halfway House Trolley

Director of Special Facilities Bendy stated that Advantage Trailers specializes in concession trailers. They were the lowest in price because they include the sinks whereas the other companies did not. Bendy stated that they are looking into expanding the seating area around the trolley. The board was agreeable to this agreement.

C. Discussion/Future Action Items

1. Rice Pool Master Plan – Final report provided

Benard stated that we need to come up with a game plan of what we want to do in 2018 and construct in 2019. He stated we could do the project in phases. He thought we would have a better chance at passing a referendum if we were doing an indoor pool. He thinks that we can do this at around the \$5 million - \$8 million price range and still be able to fund our annual repairs and capital projects. Commissioner Morrill stated he thought that the staff and board need to decide what projects are our priority. (Memorial, Cosley Zoo, Rice Pool) Morrill asked Benard to give the board a good snap shot of borrowing money for these projects. Benard stated that if the city and county allow us to dig wells to provide water for the pools we can save money that way. Commissioner Mee stated he would like to see a commentary on building Arrowhead out.

2. WDSRA Rec & Roll at Central Athletic Complex – Permit submittal plans/budget attached

Benard stated that our portion of this is being funded by our Special Rec Levy money, and WDSRA is picking up the other half. The plans are currently at the city for permitting.

3. Community Center Building Envelope Study – Plans & specifications available; rendering of exterior options pending

Director of Planning Sperl stated that Williams is working on this and will be reviewed by Commissioner Kelly. Sperl stated that will get estimates on one design vs. the other. The board can pick one after they know how much this will cost. Sperl noted that the architect has recommended a membrane roof to cover the mansard sections of roof that are sheet metal now. Commissioner Kelly asked staff to find out from the roofing consultant what their opinion of this type of product is and then come back to the board with a recommendation.

4. CAC Lobby & Front Doors

Sperl stated that they may need to do the permitting and would like to engage an architect for plans and specifications. The board was in agreement to hire an architect.

5. Northside Park Exercise Equipment - grant received – order through co-op following community feedback

Sperl stated that the neighbor group that was surveyed said they liked the idea of the equipment being together not spread out throughout the park. They liked the area designated as the A area. Sperl stated that our grant was up to \$24,000. Hinchee will provide a summary of the equipment and detailed plan of the proposed area.

D. Previous Discussion/Pending Follow Up

1. Memorial Park Master Plan – Concept drafts to be provided at March meeting

2. Sanitary District Easements - WPD owned Lincoln Marsh and Northside parcels
Remaining

3. Request to utilize county flood control properties for recreation – 810/814 S. Williston

4. Rathje permit approved – bid schedule being developed for summer construction

5. Roofing

- i. Taylor Barn Specs – bid docs being developed
- ii. Other repairs – Working on separate contracts

6. Northside Monument – delay to spring due to moisture- no update

E. General Administrative Items

1. Arrowhead House Options – Revised recommendations

The board will receive a report from Benard on this once a future use is established

2. Atten Cell Tower Lease – Engineering survey of existing facility pending; termination letter received from Sprint

3. Seven Gables Barn Cell Phone Rent – Research again by consultant

4. Bestler's Pond License Renewal

Benard stated that we will discuss this in closed session regarding making him an offer that we think is equitable for the pond only.

5. Loretto Property

Benard shared with the board an email from a resident suggesting moving the historic house onto the property at Seven Gables. The board members present were not interested in this idea.

The meeting was adjourned without objection at 6:07 p.m.

Finance Committee Meeting Minutes

February 1, 2017

Meeting was called to order at 6:10 pm. Present were:

Chair John Vires, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Director of Special Facilities Andy Bendy

Guest: Kevin Fahey

Previous Minutes

January 11, 2017

New Discussion Items

Compensation Study \$20,800

Executive Director Benard stated that in 2006 the district did a compensation study for \$65,000. The district is able to get a compensation study done with Management Associates for \$20,800. WDSRA did this study with Management Associates and was happy with their work. Commissioner Morrill thought it was going to be hard to get apples to apples comparison but thought we could get close. Commissioner Kelly didn't see a benefit in this as he doesn't think we have a high turnover rate for Department Heads. Benard stated he thought the 50-60 front line staff should be done, but was agreeable to not having the Department Heads done. Commissioner Kelly recommended picking 5-7 positions and do it in house before having Management Associates do it. Benard thought it was best if we focus on our skilled laborers, programming and hospitality. Benard asked the board if they want him to do the IAPD survey for \$800.00. The board was agreeable to this.

Document Management Solution \$8,544 - Accela

Benard stated that we also asked Martin Whelan for a Document Management Solutions. They offered a comprehensive solution for over \$30,000. This seemed like over kill at this point. At this time we are recommending a potential solution with our current financial software provider focusing on the purchase order process only for \$8,500 in year one and \$1,500 annually going forward. The board was agreeable to this.

Purchase of Golf Skate Caddies

Benard stated that we are looking to buy four golf skate caddies. This keeps us under the bid threshold. This company's different from the one researched last year and is easier to work with. Director of Special Facilities Bendy stated that

we will rent for \$32 for 18 holes. The board was in favor of staff buying these four caddies.

Other Items

Open Gov

Staff shared the timeline for Open Gov with the board. The Board was agreeable to the timeline.

The meeting was adjourned without objection at 6:32 p.m.

Accounts Payable

Checks Approval Document

User: rtucker
Printed: 2/9/2017 - 10:55 AM



Wheaton Park District

Board of Commissioners Report From the Period Beginning January 11, 2017 and Ending February 07, 2017.

Fund	Description	Amount
10	General	131,093.39
20	Recreation	187,644.52
22	Cosley Zoo	21,362.42
23	Liability	42,101.76
26	IMRF	57,742.49
30	Debt Service	7,847.45
40	Capital Projects	211,968.74
60	Golf Fund	174,930.90
70	Information Technology ISF	35,342.97
75	Health Insurance ISF	148,539.82

Report Total: 1,018,574.46

To the Board of Commissioners

The payment of the above listed accounts has been accepted by the Park District Board of Commissioners at their meeting held on February 15, 2017.

Patricia A. Lissman 2/9/17
(Treasurer)

[Signature]
(Secretary)

Accounts Payable

Checks Approval List

User: rtucker
Printed: 2/9/2017 - 10:58 AM



Wheaton Park District

Board of Commissioners Report From the Period Beginning January 11, 2017 and Ending February 07, 2017.

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
10	General								
00032	Alpha Graphics			Sign for Mixer	153170	148333	021.02.2017	10-000-000-52-5235-000C	13.00
Vendor Total:									13.00
00042	Anderson Elevator Co.								
	PSC Elevator Maintenance January 2017	0	198839	014.01.2017				10-101-000-52-5211-0000	141.75
	DCHM Elevator Maintenance January 2017	0	199086	014.01.2017				10-101-854-52-5211-0000	196.56
Vendor Total:									338.31
00064	AT&T								
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				10-000-000-52-5262-000C	34.64
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				10-418-000-52-5262-000C	12.12
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				10-430-000-52-5262-000C	10.09
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				10-419-000-52-5262-000C	27.60
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				10-101-000-52-5262-000C	21.00
Vendor Total:									105.45
00068	AT&T Mobility								
	234-8948 Data Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	12.16
	251-1888 L. Zavala 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	17.92
	251-2235 WPD User 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	251-6181 WPD User 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	346-4852 K. Nemetz 121816-011717	153175	877051597_0117	021.02.2017				10-000-415-52-5265-000C	88.77
	300-4503 D. Siciliano 121816-011717	153175	877051597_0117	021.02.2017				10-000-000-52-5265-000C	105.67
	346-4268 Data Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	11.98
	386-1439 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	386-1482 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	6.69
	386-1491 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	386-1503 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	386-1562 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	346-5438 Data Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	11.81
	464-0161 R. Sperl 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	55.22
	621-6748 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	639-8115 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	5.21
	639-8117 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.21
	639-8128 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	639-8243 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	6.97
	639-8267 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	639-8281 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	639-8599 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	100.19
	346-9175 Marketing Tablet 7 121816-011717	153175	877051597_0117	021.02.2017				10-000-415-52-5265-000C	11.90
	386-1616 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	414-0027 M. Wilhelmi 121816-011717	153175	877051597_0117	021.02.2017				10-000-415-52-5265-000C	61.73
	386-7148 Parks Tablet 5 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	11.90
	386-7195 Parks Tablet 6 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	11.90
	414-2063 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.04
	639-8677 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017				10-101-000-52-5265-000C	3.54

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
639-8724	Parks Dept 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	3.04
639-8783	K Flynn 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	45.46
768-2406	WPD Wagner 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	76.57
213-8385	Parks Department 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	11.81
917-4832	P. Stanczak 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	46.16
917-4835	D. Seymour 121816-011717				153175	877051597_0117	021.02.2017	10-101-000-52-5265-000C	49.82
945-7726	M. Benard 121816-011717				153175	877051597_0117	021.02.2017	10-000-000-52-5265-000C	100.97
957-7741	R. Trainor 121816-011717				153175	877051597_0117	021.02.2017	10-419-000-52-5265-000C	50.08
Vendor Total:									947.16
00069	AT&T Long Distance								
District Wide 112116-121316		152977	861300229_1216	13002.01.2017				10-000-000-52-5262-000C	16.47
Vendor Total:									16.47
00125	Black Gold Septic								
CAC Pump Trailer Tank		153107	010517	014.01.2017				10-101-000-52-5211-0000	300.00
CAC Pump Trailer Tank		153107	12960	014.01.2017				10-101-000-52-5211-0000	225.00
Vendor Total:									525.00
00152	Buikemas Ace Hardware								
Brushes for Cabinets		153109	287557A	13004.01.2017				10-101-000-53-5314-000C	23.16
Hardware		153109	287608A	13004.01.2017				10-101-000-53-5334-000C	18.88
Tools for Ice Rink		153109	287629A	13004.01.2017				10-101-000-53-5314-000C	102.71
Broom Outdoor Angler		153109	287639A	13004.01.2017				10-101-000-53-5316-000C	12.59
Machinery Supplies		153109	287659A	13004.01.2017				10-101-000-53-5315-000C	31.48
Rubber Gloves		153109	287660A	13004.01.2017				10-101-000-53-5331-000C	107.03
Shrink Wrap for Windows in HR & Finance		153109	287691A	13004.01.2017				10-000-856-53-5302-000C	42.26
Gasket		153109	287717A	13004.01.2017				10-101-000-53-5315-000C	7.73
Fasteners		153109	287735A	13004.01.2017				10-101-000-53-5315-000C	13.50
Mechanic Supplies		153109	287806A	13004.01.2017				10-101-000-53-5315-000C	29.69
Fasteners		153109	354551B	13004.01.2017				10-101-000-53-5334-000C	13.49
Snow Shovels - Tool Room		153109	354652B	13004.01.2017				10-101-000-53-5331-000C	80.94
Vendor Total:									483.46
00160	Cable Plus Inc.								
CAT V Cable for Stock		153182	00426255	021.02.2017				10-101-000-53-5312-000C	795.14
Vendor Total:									795.14
00164	Carol Stream Lawn and Power								
Carburetor for 1502		153111	392121	014.01.2017				10-101-000-53-5315-000C	103.23
Vendor Total:									103.23
00192	City of Wheaton								
December Board Meeting Recorded		153184	502569	13005.02.2017				10-000-000-54-5401-000C	103.33
Vendor Total:									103.33
00193	City of Wheaton								
Prairie Path Park 120916-010517		153115	0004420000_0117	014.01.2017				10-000-000-52-5264-000C	20.69
Hurley Park 120916-010517		153115	0021856000_0117	014.01.2017				10-000-000-52-5264-000C	20.69
Parks & Planning 120816-011217		153115	0029220000_0117	014.01.2017				10-101-000-52-5264-000C	129.56
W W Stevens Park 120816-010417		153115	0055220100_0117	014.01.2017				10-000-000-52-5264-000C	19.29
855 Prairie 120816-010417		153115	0310060201_0117	014.01.2017				10-000-856-52-5264-000C	112.38
Kelly Park/Edison 120916-010517		153115	0370840000_0117	014.01.2017				10-000-000-52-5264-000C	61.45
DC Hist Museum 120816-010417		153115	0396760000_0117	014.01.2017				10-430-000-52-5264-000C	14.54
DC Hist Museum 120816-010417		153115	0396760000_0117	014.01.2017				10-000-000-52-5264-000C	33.94
Northside Park 120816-010417		153115	0402460000_0117	014.01.2017				10-000-000-52-5264-000C	82.75
Seven Gables Park 120916-010517		153115	0500620100_0117	014.01.2017				10-000-000-52-5264-000C	34.28

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Scottdale Park 120916-010517	153115	0551600000_0117	014.01.2017	10-000-000-52-5264-000C	19.29
				Briar Patch Park 120916-010517	153115	0642091600_0117	014.01.2017	10-000-000-52-5264-000C	19.29
				Briar Patch Park 120916-010517	153115	0642091700_0117	014.01.2017	10-000-000-52-5264-000C	34.28
				Triangle Park 120816-010417	153115	0666060100_0117	014.01.2017	10-000-000-52-5264-000C	20.69
				Hillside Park 120916-010517	153115	0670480200_0117	014.01.2017	10-000-000-52-5264-000C	19.29
				Sunnyside Park 121216-010517	153115	0674020000_0117	014.01.2017	10-000-000-52-5264-000C	19.29
				Hoffman Park 120816-010417	153115	0693200000_0117	014.01.2017	10-000-000-52-5264-000C	19.29
				Briarknoll Park 120916-010617	153115	0922450100_0117	014.01.2017	10-000-000-52-5264-000C	19.29
								Vendor Total:	700.28
00243	DuPage County Public Works			Briar Patch Park 100716-120716	153122	15519513_1216	13004.01.2017	10-000-000-52-5264-000C	8.39
								Vendor Total:	8.39
00269	Euclid Beverage			Credit from Brew Fest Keg Return	153190	Mvefr79525	13005.02.2017	10-000-416-53-5346-1903	-150.00
								Vendor Total:	-150.00
00277	Federal Express Corporation			Bond Filing Documents	152991	5-658-20322	13002.01.2017	10-000-000-54-5401-000C	117.67
								Vendor Total:	117.67
00386	Hagg Press Inc			Mixer Invitation	0	100392	021.02.2017	10-000-000-52-5235-000C	99.00
								Vendor Total:	99.00
00387	Haggerty Ford			Isolator for 1010	153197	157255	021.02.2017	10-101-000-53-5315-000C	158.84
				Credit for Inv# 157255	153197	157324	021.02.2017	10-101-000-53-5315-000C	-158.84
				Mirror Assembly for 1112	153197	157377	021.02.2017	10-101-000-53-5315-000C	373.68
								Vendor Total:	373.68
00406	Commonwealth Edison			Main St Tennis 120716-011017	153046	0081092079_0117	013.01.2017	10-000-000-52-5260-000C	7.16
				Seven Gables Pk 121216-011317	153117	8679428014_0117	014.01.2017	10-000-000-52-5260-000C	15.91
								Vendor Total:	23.07
00408	Community School District 200			Paper for Prairie Office	153187	011917	021.02.2017	10-000-856-53-5302-000C	148.50
								Vendor Total:	148.50
00417	Constellation NewEnergy Inc.			Parks & Planning 121316-011617	153188	1785163109_0117	021.02.2017	10-101-000-52-5260-000C	1,462.93
				Overpass Bridge 121416-011717	153188	2115116037_0117	021.02.2017	10-000-000-52-5260-000C	169.71
				Northside Park 121416-011717	153188	2423026020_0117	021.02.2017	10-000-000-52-5260-000C	221.90
				C L Herrick Park 121516-011817	153188	6703043016_0117	021.02.2017	10-000-000-52-5260-000C	63.55
				Northside Park 112316-122716	152982	7203024021_1216	13002.01.2017	10-000-000-52-5260-000C	460.91
				Briar Patch Park 120916-011117	153188	7671244006_0117	021.02.2017	10-000-000-52-5260-000C	26.17
				Hurley Park 121216-011217	153188	7928415004_0117	021.02.2017	10-000-000-52-5260-000C	30.73
				Northside Park 121416-011717	153188	8351597001_0117	021.02.2017	10-000-000-52-5260-000C	40.33
				855 Prairie 121416-011717	153188	8603078055_0117	021.02.2017	10-000-856-52-5260-000C	1,541.19
				Seven Gables Park 121216-011217	153188	8679427008_0117	021.02.2017	10-000-000-52-5260-000C	44.96
				DC Hist Museum 120716-010917	153118	8843216006_0117	014.01.2017	10-430-000-52-5260-000C	292.46
				DC Hist Museum 120716-010917	153118	8843216006_0117	014.01.2017	10-000-000-52-5260-000C	682.41
				Memorial Park 120716-010917	153047	8843562003_0117	013.01.2017	10-000-000-52-5260-000C	73.99

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									5,111.24
00436	I.A.P.D.								
	Annual Membership Dues for 2017	153061	122916	013.01.2017	10-000-000-54-5425-000C				2,314.72
Vendor Total:									2,314.72
00465	I.M.R.F.								
	IMRF December 2016	0	123116	141.01.2017	10-000-000-21-2124-000C				28,274.54
	IMRF December 2016	0	123116	141.01.2017	10-000-000-21-2123-000C				1,966.38
Vendor Total:									30,240.92
00565	Wheaton Lions Charities LTD								
	First Quarter 2017 Dues	153096	1776	013.01.2017	10-000-000-54-5425-000C				36.66
Vendor Total:									36.66
00615	MENARDS WEST CHICAGO								
	Lumber	153069	17433	13003.01.2017	10-101-000-53-5314-000C				176.70
Vendor Total:									176.70
00617	MENARDS GLENDALE HEIGHTS								
	Snowblower Glove	153068	41335	13003.01.2017	10-101-000-53-5334-000C				9.99
	Replace Old Dolly for Shop	153206	43081	021.02.2017	10-101-000-53-5345-000C				164.79
Vendor Total:									174.78
00622	Mid-America Sports Advantage								
	Fence Supplies	153005	356247-00	13002.01.2017	10-101-000-53-5308-000C				1,770.36
	Fence Supplies	153005	356247-01	13002.01.2017	10-101-000-53-5308-000C				1,193.80
Vendor Total:									2,964.16
00657	Naperville Area Chamber of Commerce								
	Chamber Member Dues 02/21/2017 to 01/31/2018	153208	2609018	021.02.2017	10-000-415-54-5425-000C				300.00
Vendor Total:									300.00
00671	NCPERS - IL IMRF - 0817								
	Group Life Insurance for January 2017	153008	08170117	012.01.2017	10-000-000-21-2130-000C				128.00
Vendor Total:									128.00
00680	Northern Illinois Gas Company								
	855 Prairie 121216-011217	153143	0402035172_0117	014.01.2017	10-000-856-52-5261-000C				182.75
	855 Prairie 121216-011217	153143	0693040819_0117	014.01.2017	10-000-856-52-5261-000C				137.96
	855 Prairie 121216-011217	153143	0835554754_0117	014.01.2017	10-000-856-52-5261-000C				211.90
	855 Prairie 121216-011217	153143	1366082885_0117	014.01.2017	10-000-856-52-5261-000C				129.88
	Parks & Planning 122116-012017	153209	4604071755_0117	021.02.2017	10-101-000-52-5261-000C				1,599.87
	855 Prairie 121216-011217	153143	5076137885_0117	014.01.2017	10-000-856-52-5261-000C				31.96
	DC History Museum 122116-012017	153209	5389121000_0117	021.02.2017	10-430-000-52-5261-000C				120.39
	DC History Museum 122116-012017	153209	5389121000_0117	021.02.2017	10-000-000-52-5261-000C				280.90
Vendor Total:									2,695.61
00699	Oak Fire & Security Systems Inc								
	DCHM Quarterly Emergency Call Monitoring	153144	47467	014.01.2017	10-101-854-52-5211-0000				60.00
	PSC Quarterly Burglar Alarm/Elevator Emergen	153144	47468	014.01.2017	10-101-000-52-5211-0000				195.00
Vendor Total:									255.00
00704	OFFICE DEPOT								
	Museum Supplies	153211	894479741001	021.02.2017	10-000-000-53-5302-000C				121.89
	Museum Supplies	153211	894481114001	021.02.2017	10-000-000-53-5302-000C				10.71

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Swiffer Refills	153211	894481115001	021.02.2017	10-430-000-53-5302-000C	9.99
				Museum Supplies	153211	894481116001	021.02.2017	10-000-000-53-5302-000C	75.16
								Vendor Total:	217.75
00719	PADDOCK PUBLICATIONS INC			2017 Daily Herald Subscription - Admin	153212	045525	021.02.2017	10-000-000-54-5425-000C	430.00
								Vendor Total:	430.00
00725	Park District Risk Mgmt Agency			Respect and Communication in the Workplace S	153213	1483725530	021.02.2017	10-419-000-54-5432-000C	20.00
				Voluntary Life	153077	December 2016	13003.01.2017	10-000-000-21-2130-000C	1,087.20
								Vendor Total:	1,107.20
00734	PAYCHEX MAJOR MARKET SERVICES			January 2017 Paychex ESR Service	0	15761075	141.01.2017	10-000-000-52-5211-0000	23.48
				01/06/2017 Payroll Processing	0	47463	141.01.2017	10-000-000-52-5211-0000	825.72
				01/20/2017 Payroll Processing	0	49182	141.01.2017	10-000-000-52-5211-0000	58.04
								Vendor Total:	907.24
00748	PIONEER MANUFACTURING CO INC			New Striper 16	153078	INV623737	13003.01.2017	10-101-000-53-5306-000C	2,037.65
								Vendor Total:	2,037.65
00766	Pre-Paid Legal Service Inc			January 2017 Pre-Paid Legal Invoice	153218	012017	021.02.2017	10-000-000-21-2127-000C	379.60
				Pre-Paid Legal Invoice December 2016	153014	122016	13002.01.2017	10-000-000-21-2127-000C	410.09
								Vendor Total:	789.69
00791	Regional Truck Equipment			Cart with Nut for 1170	153081	204894	013.01.2017	10-101-000-53-5315-000C	48.20
				Parts for Stock	153221	205084	021.02.2017	10-101-000-53-5315-000C	32.07
								Vendor Total:	80.27
00792	Reinders Inc			Wheels for Stock	0	1664988-01	13002.01.2017	10-101-000-53-5315-000C	817.70
				Wheels for Stock	0	1664998-00	13002.01.2017	10-101-000-53-5315-000C	408.85
				Air Filters for Stock	0	1666093-00	13002.01.2017	10-101-000-53-5315-000C	256.08
				Door Glass Kit for 1381	0	1666913-00	13002.01.2017	10-101-000-53-5315-000C	857.90
				Friction Wheel	0	1667018-00	13002.01.2017	10-101-000-52-5210-000C	60.88
				Bearing for 1530	0	1667600-00	13002.01.2017	10-101-000-53-5315-000C	47.35
				Service Call	0	4045441-00	13002.01.2017	10-101-000-52-5210-000C	260.00
								Vendor Total:	2,708.76
00851	Shanes Office Products			Office Supplies- Prairie	0	13195	13002.01.2017	10-000-856-53-5302-000C	62.18
				Office Supplies- Museum	0	13353	13002.01.2017	10-430-000-53-5302-000C	18.47
				Office Supplies- Admin	0	13353	13002.01.2017	10-000-000-53-5302-000C	52.83
				Office Supplies- Prairie	0	13661	13002.01.2017	10-000-856-53-5302-000C	34.99
								Vendor Total:	168.47
00864	Production Plus Graphics Inc			Sign Material	153079	CG-205823	13003.01.2017	10-101-000-53-5314-000C	600.61
				Sign Shop Supplies	153079	CG-207650	13003.01.2017	10-101-000-53-5314-000C	54.85
				Sign Shop Supplies	153150	CG-208788	014.01.2017	10-101-000-53-5314-000C	400.74
				Sign Shop Supplies	153150	CG-208793	014.01.2017	10-101-000-53-5314-000C	230.17
				Sign Shop Supplies	153219	CG-209008	021.02.2017	10-101-000-53-5314-000C	614.33

Fund	Description	Vendor No	Vendor Name	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Line Item Description								
Vendor Total:								1,900.70
00865	SIKICH LLP							
4th Qtr 2016 Retirement Plan Advisory Services		153084		010517		13003.01.2017	10-000-000-52-5205-000C	1,500.00
Vendor Total:								1,500.00
00877	Sperl, Robert							
Truck Bed Craigslist Purchase		153156		01242017		014.01.2017	10-101-000-53-5315-000C	100.00
Vendor Total:								100.00
00942	Terrace Supply Company							
Non-Stock Parts		153160		70332711		014.01.2017	10-101-000-53-5315-000C	136.57
Parts for 1112		153228		70334393		021.02.2017	10-101-000-53-5315-000C	175.66
Vendor Total:								312.23
00943	TerryBerry Company LLC							
Pins		153024		D24587		13002.01.2017	10-418-000-54-5434-000C	157.82
Vendor Total:								157.82
00987	USCM CLEARING ACCOUNT							
01/06/2017 Deferred Comp.		0		010617		141.01.2017	10-000-000-21-2126-000C	5,688.37
01/06/2017 Deferred Comp.		0		010617		141.01.2017	10-000-000-21-2135-000C	680.00
01/20/2017 Deferred Comp.		0		012017		141.01.2017	10-000-000-21-2126-000C	5,536.30
01/20/2017 Deferred Comp.		0		012017		141.01.2017	10-000-000-21-2135-000C	694.28
Vendor Total:								12,598.95
01003	Vermeer Illinois Inc.							
Parts for 1429		153092		PA4988		013.01.2017	10-101-000-53-5315-000C	234.10
Parts for 1429		153092		PA5069		013.01.2017	10-101-000-53-5315-000C	294.76
Screw for 1429		153231		PA5425		021.02.2017	10-101-000-53-5315-000C	38.80
Vendor Total:								567.66
01023	Waste Management of Illinois Inc							
Parks & Planning January 2017 Month End		153233		61571123001_0117		021.02.2017	10-101-000-52-5263-000C	194.35
Parks & Planning Jan 2017 Mid-Month		153162		61571123001_0117		014.01.2017	10-101-000-52-5263-000C	140.80
Vendor Total:								335.15
01043	Wheaton Sanitary District							
DC Hist Museum 120716-010717		153164		020785000_0117		014.01.2017	10-430-000-52-5264-000C	5.45
DC Hist Museum 120716-010717		153164		020785000_0117		014.01.2017	10-000-000-52-5264-000C	12.73
Seven Gables Park 120716-010717		153164		022415000_0117		014.01.2017	10-000-000-52-5264-000C	17.13
Manchester Park 120716-010717		153164		026101000_0117		014.01.2017	10-000-000-52-5264-000C	17.13
Parks & Planning 120716-010717		153164		027991000_0117		014.01.2017	10-101-000-52-5264-000C	30.46
Northside Park 120716-010717		153164		037067000_0117		014.01.2017	10-000-000-52-5264-000C	21.25
Prairie Path Park 120716-010717		153164		037561000_0117		014.01.2017	10-000-000-52-5264-000C	17.13
855 Prairie 120716-010717		153164		041834000_0117		014.01.2017	10-000-856-52-5264-000C	45.81
Vendor Total:								167.09
01049	Wheaton Chamber of Commerce							
Distinguished Business Membership		153237		17171		021.02.2017	10-000-000-54-5425-000C	216.66
Vendor Total:								216.66
01052	Wilhelmi, Margie							
Mileage Reimbursement December 2016		0		123116		13002.01.2017	10-000-415-54-5422-000C	38.61
Vendor Total:								38.61

Fund	Description					
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
01091	Aflac					
January 2017 Invoice		0	964641	141.01.2017	10-000-000-21-2131-000C	397.44
January 2017 Invoice		0	964641	141.01.2017	10-000-000-21-2132-000C	70.38
Vendor Total:						467.82
01095	Midwest Printing Inc					
Fun Run in Color Postcards		153141	21139	13004.01.2017	10-000-416-53-5346-1908	224.35
AP Envelopes		153207	21155	021.02.2017	10-000-000-53-5302-000C	64.44
AP Checks		153207	21159	021.02.2017	10-000-000-53-5302-000C	94.57
Vendor Total:						383.36
01108	Crystal Mgmt & Maintenance Corp					
Additional Cleaning Rendered at Mary Lubko Cr	153048	24202		13003.01.2017	10-101-000-52-5210-000C	65.00
Vendor Total:						65.00
02243	Holsteins Garage					
Safety Lane Inspections		153060	T-1304	13003.01.2017	10-101-000-52-5210-000C	60.00
Vendor Total:						60.00
02245	Heritage FS Inc.					
Unleaded Fuel		152995	69953	13002.01.2017	10-101-000-53-5348-000C	959.16
Diesel Fuel		152995	70019	13002.01.2017	10-101-000-53-5348-000C	568.30
Unleaded Fuel		152995	70027	13002.01.2017	10-101-000-53-5348-000C	1,234.32
LP Fuel for Forklift at CAC		152995	94819	13002.01.2017	10-101-000-53-5348-000C	280.00
Vendor Total:						3,041.78
02266	The Corporate Learning Institute					
2017 Retainer #1 of 2		153086	7668	013.01.2017	10-000-000-52-5208-000C	3,125.00
Vendor Total:						3,125.00
02300	Home Depot Credit Services					
AGC Bar Material Sales Tax Credit		152997	200040	13002.01.2017	10-101-000-53-5314-000C	-4.18
AGC Bar Material with Sales Tax		152997	23059	13002.01.2017	10-101-000-53-5314-000C	58.30
PVC Coupling		152997	3022686	13002.01.2017	10-101-000-53-5311-0000	0.48
Carpentry Supplies		152997	5200400	13002.01.2017	10-101-000-53-5314-000C	22.89
Shrink Window Kits		152997	7015724	13002.01.2017	10-101-000-53-5334-000C	95.76
AGC Bar		152997	8210587	13002.01.2017	10-101-000-53-5314-000C	49.68
AGC Bar		152997	9010741	13002.01.2017	10-101-000-53-5314-000C	263.24
Vendor Total:						486.17
02321	Haggerty Chevrolet					
Handle for 1119		153128	163773	014.01.2017	10-101-000-53-5315-000C	21.98
Connector for 1122		153196	163839	021.02.2017	10-101-000-53-5315-000C	31.72
Vendor Total:						53.70
02473	Carrot Top Industries					
Flags		153043	32671800	13003.01.2017	10-101-000-53-5310-000C	82.88
Vendor Total:						82.88
02721	High PSI Ltd.					
Services Rendered		153058	53726	13003.01.2017	10-101-000-52-5210-000C	175.00
Vendor Total:						175.00
02796	NAPA					
Battery Cable Connector		153007	383432	13002.01.2017	10-101-000-53-5315-000C	82.96
Battery Cable Lug		153007	383438	13002.01.2017	10-101-000-53-5315-000C	2.49

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Lamps for Stock	153007	383692	13002.01.2017	10-101-000-53-5315-000C	7.88
				Antifreeze for Stock	153007	383743	13002.01.2017	10-101-000-53-5315-000C	77.94
				Tailgate Cable	153007	384472	13002.01.2017	10-101-000-53-5315-000C	10.39
				Tailgate Cable	153007	384490	13002.01.2017	10-101-000-53-5315-000C	10.39
				Supplies for Zamboni	153007	384574	13002.01.2017	10-101-000-53-5315-000C	12.18
				Supplies for 1120	153007	384766	13002.01.2017	10-101-000-53-5315-000C	150.23
				Spark Plugs	153007	384776	13002.01.2017	10-101-000-53-5315-000C	106.42
				Spark Plug	153007	384787	13002.01.2017	10-101-000-53-5315-000C	3.78
				Mount	153007	385216	13002.01.2017	10-101-000-53-5315-000C	67.77
				Part for Stock	153007	385264	13002.01.2017	10-101-000-53-5315-000C	2.46
				Spark Plug	153007	385306	13002.01.2017	10-101-000-53-5315-000C	1.98
				Belt	153007	385397	13002.01.2017	10-101-000-53-5315-000C	34.04
				Returned Spark Plugs	153007	385461	13002.01.2017	10-101-000-53-5315-000C	-110.20
				Maxi Fuse Holder	153007	385578	13002.01.2017	10-101-000-53-5315-000C	12.99
				Core Return Original Inv# 384766	153007	386307	13002.01.2017	10-101-000-53-5315-000C	-18.00
				Fire Hose Repairs	153007	386369	13002.01.2017	10-101-000-53-5315-000C	7.10
								Vendor Total:	462.80
02828	DuPage Dodge Chrysler Jeep Inc.								
	Ignition and Key for 1120	153053	60095	013.01.2017				10-101-000-53-5315-000C	190.34
								Vendor Total:	190.34
02868	Nemetz, Kristina								
	Mileage Reimbursement December 2016	0	123116	13003.01.2017				10-000-415-54-5422-000C	28.89
								Vendor Total:	28.89
03048	McAllister Equipment Co.								
	Doosan Portable Air Compressor	153139	VP21468	014.01.2017				10-101-000-57-5706-000C	19,957.00
								Vendor Total:	19,957.00
03355	First Illinois Systems Inc.								
	DCHM Pest Control Services January 2017	153055	18967	013.01.2017				10-430-000-52-5210-000C	108.00
								Vendor Total:	108.00
03481	Tressler LLP								
	Services through Dec 31 2016	0	378849	13004.01.2017				10-000-000-52-5207-000C	945.00
								Vendor Total:	945.00
03754	Comcast Cable								
	Parks Services 011717-021617	153045	87712047526761_02	013.01.2017				10-101-000-52-5211-0000	104.85
	DC Hist Museum 012217-022117	153116	87712049102874_02	014.01.2017				10-000-000-52-5211-0000	104.85
								Vendor Total:	209.70
03829	Texas Life Insurance Company								
	January 2017 Invoice	0	SB08FS201701160	141.01.2017				10-000-000-21-2130-000C	627.60
								Vendor Total:	627.60
03958	Chicago Metropolitan Fire Prevention Company								
	DC Hist Museum 010117-033117	153183	WH6619_0117	021.02.2017				10-101-000-52-5211-0000	255.00
	855 Prairie 010117-033117	153183	WH6661_0117	021.02.2017				10-101-856-52-5211-0000	255.00
	Parks & Planning 010117-033117	153183	WH6921_0117	021.02.2017				10-101-000-52-5211-0000	255.00
								Vendor Total:	765.00
04109	Power Up Batteries LLC.								
	Non-Stock Batteries	153148	487-107761-01	014.01.2017				10-101-000-53-5315-000C	112.95
	Batteries for CAC Exit Signs	153217	487-107788-01	021.02.2017				10-101-000-53-5312-000C	74.75

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Batteries for 1102	153217	487-107789-01	021.02.2017	10-101-000-53-5315-000C	224.95
				Batteries for 1108	153148	487-280709	014.01.2017	10-101-000-53-5315-000C	102.95
				Batteries for 1218	153148	487-280757	014.01.2017	10-101-000-53-5315-000C	147.90
				Batteries for 1170	153217	487-280844	021.02.2017	10-101-000-53-5315-000C	92.95
Vendor Total:									756.45
04121	UMB Bank N.A.								
	Supplies for VALUES Event	0	0059_1611300000	13171.01.2017				10-000-000-52-5210-000C	37.36
	Raffle Item for VALUES Event	0	0059_1611300000	13171.01.2017				10-000-000-52-5210-000C	50.00
	Food for VALUES Event	0	0059_1612010000	13171.01.2017				10-000-000-52-5210-000C	639.60
	Raffle Items for VALUES Event	0	0059_1612050000	13171.01.2017				10-000-000-53-5302-000C	30.00
	Tip on Food for VALUES Event	0	0059_1612150000	13171.01.2017				10-000-000-53-5302-000C	75.00
	VALUES Event Supplies	0	0084_1612010000	13171.01.2017				10-000-000-53-5302-000C	45.82
	VALUES Event Supplies	0	0084_1612060000	13171.01.2017				10-000-000-53-5302-000C	254.87
	VALUES Event Raffle Prize	0	0084_1612060000	13171.01.2017				10-000-000-53-5302-000C	31.90
	VALUES Event Supplies	0	0084_1612070000	13171.01.2017				10-000-000-53-5302-000C	19.98
	Varnish	0	0118_1612080000	13171.01.2017				10-101-000-53-5314-000C	49.98
	Paint/Stain	0	0118_1612130000	13171.01.2017				10-101-000-53-5314-000C	99.96
	Tools/Hardware	0	0118_1612130000	13171.01.2017				10-101-000-53-5314-000C	78.27
	Lumber	0	0118_1612140000	13171.01.2017				10-101-000-53-5314-000C	36.72
	Project Tools	0	0118_1612150000	13171.01.2017				10-101-000-53-5314-000C	93.94
	Race Food Purchase	0	0132_1612010000	13171.01.2017				10-000-415-54-5432-000C	74.20
	Water for Meeting	0	0140_1612090000	13171.01.2017				10-000-000-53-5302-000C	14.45
	Santa Express Supplies	0	0140_1612090000	13171.01.2017				10-430-000-53-5302-000C	8.00
	Santa Express Allergy Cookies	0	0140_1612090000	13171.01.2017				10-430-000-53-5302-000C	11.64
	Santa Express Allergy Cookies	0	0140_1612100000	13171.01.2017				10-430-000-53-5302-000C	7.76
	Educational Program Supplies for Craft Workshop	0	0140_1612280000	13171.01.2017				10-430-000-53-5302-000C	21.98
	Google Drive Monthly Subscription 121116-011	0	0173_1612120000	13171.01.2017				10-000-000-16-1636-000C	1.99
	WP Engine Annual Subscription 121916-121817	0	0173_1612190000	13171.01.2017				10-000-000-16-1636-000C	891.45
	Office Supplies- Filing Materials	0	0173_1612230000	13171.01.2017				10-000-415-53-5302-000C	24.56
	APLus Net Software 122316-012317	0	0173_1612250000	13171.01.2017				10-000-000-16-1636-000C	21.94
	JotForm Monthly	0	0173_1612280000	13171.01.2017				10-000-415-54-5426-000C	9.95
	Office Supplies- 12 Month Planner	0	0173_1612290000	13171.01.2017				10-000-415-53-5302-000C	2.87
	TV and Mount for Museum	0	0182_1612290000	13171.01.2017				10-430-000-53-5306-000C	329.97
	Compact Wicked Root Grapple 50	0	0208_1612060000	13171.01.2017				10-101-000-53-5306-000C	1,706.00
	2017 IPRA Dues	0	0208_1612120000	13171.01.2017				10-000-000-16-1636-000C	254.00
	Hand Warmers for Extreme Below 0 Weather	0	0208_1612150000	13171.01.2017				10-101-000-53-5303-000C	36.00
	Seeds and Salt Shakers for Ice Melt	0	0215_1612050000	13171.01.2017				10-101-000-53-5333-000C	99.50
	Wipes for Cleaning	0	0249_1612020000	13171.01.2017				10-101-000-53-5316-000C	5.54
	Ladder for Stock	0	0249_1612090000	13171.01.2017				10-101-000-53-5345-000C	119.00
	Plastic for Museum Windows	0	0249_1612130000	13171.01.2017				10-101-854-53-5334-000C	13.98
	Non-Slip Tread for Rathje and Eye Hook for Me	0	0249_1612280000	13171.01.2017				10-101-000-53-5334-000C	28.43
	Mouse Traps for Toohey	0	0249_1612290000	13171.01.2017				10-101-000-53-5316-000C	22.71
	Website Fees - WP Engine	0	0280_1612010000	13171.01.2017				10-000-415-53-5302-000C	99.00
	Light the Torch 5K Run/Walk	0	0280_1612080000	13171.01.2017				10-000-416-52-5241-191C	50.00
	Website- WP Engine 121916-011817	0	0280_1612190000	13171.01.2017				10-000-000-16-1636-000C	99.00
	SE Wrap Up	0	0280_1612210000	13171.01.2017				10-000-416-53-5346-1902	116.35
	Fun Run	0	0280_1612310000	13171.01.2017				10-000-416-53-5346-1908	25.00
	Night Run	0	0280_1612310000	13171.01.2017				10-000-416-52-5241-191C	25.00
	2017 IPRA Membership Dues	0	0306_1612010000	13171.01.2017				10-000-000-16-1636-000C	254.00
	2017 IPRA Conference	0	0306_1612010000	13171.01.2017				10-000-000-16-1636-000C	200.00
	Meeting About Nature Play Area at Lincoln Mar	0	0306_1612060000	13171.01.2017				10-000-415-53-5302-000C	29.31
	Staff Holiday Luncheon	0	0306_1612150000	13171.01.2017				10-000-415-54-5432-000C	166.93
	Prairie Holiday Party Gifts	0	0306_1612160000	13171.01.2017				10-000-415-53-5302-000C	25.57
	Prairie Holiday Party Supplies	0	0306_1612200000	13171.01.2017				10-000-415-53-5302-000C	15.56
	Parts for Shop	0	0363_1612090000	13171.01.2017				10-101-000-53-5315-000C	120.50
	Air Compressor Kit and Gloves	0	0363_1612120000	13171.01.2017				10-101-000-53-5315-000C	44.88
	Blind Spot Mirror	0	0363_1612180000	13171.01.2017				10-101-000-53-5315-000C	80.32

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Replacement Lens for #1312	0	0363_1612210000	13171.01.2017	10-101-000-53-5315-000C	31.03
2 iPads for Exhibits	0	0405_1612050000	13171.01.2017	10-430-000-53-5302-000C	705.04
Foam Core for Exhibit	0	0405_1612150000	13171.01.2017	10-430-000-53-5302-000C	54.75
Archival Supplies- Box Labels	0	0405_1612220000	13171.01.2017	10-430-000-53-5302-000C	11.06
Equipment- iPad Mount	0	0405_1612220000	13171.01.2017	10-430-000-53-5306-000C	135.48
Archival Supplies- Box Labels	0	0405_1612270000	13171.01.2017	10-430-000-53-5302-000C	45.62
Credit for Cancelled 2017 GFOA Training	0	0421_1612080000	13171.01.2017	10-000-000-16-1636-000C	-85.00
GASB Access Service Subscription	0	0422_1611300000	13171.01.2017	10-419-000-54-5425-000C	430.00
Send Out Cards Subscriptions	0	0422_1612020000	13171.01.2017	10-000-000-54-5434-000C	31.00
WSJ Subscription	0	0422_1612020000	13171.01.2017	10-419-000-54-5425-000C	28.99
Start Meeting Monthly Fee	0	0422_1612060000	13171.01.2017	10-419-000-54-5432-000C	19.95
IGFOA 2017 GASB34 Re-Examination Webinar	0	0422_1612160000	13171.01.2017	10-000-000-16-1636-000C	50.00
WSJ Monthly Subscription January 2017	0	0422_1701020000	13171.01.2017	10-000-000-16-1636-000C	28.99
NIU Civic Leadership Academy	0	0439_1612010000	13171.01.2017	10-000-415-54-5432-000C	50.00
2017 IPRA Conference	0	0447_1612050000	13171.01.2017	10-000-000-16-1636-000C	200.00
Marketing Office Supplies	0	0447_1612050000	13171.01.2017	10-000-415-53-5302-000C	12.99
Ex Director & Library Director Meeting	0	0455_1612020000	13171.01.2017	10-000-000-54-5438-000C	7.91
Ex Director & Pond Lease Holder	0	0455_1612080000	13171.01.2017	10-000-000-54-5438-000C	13.37
Executive Director & Transnational Meeting	0	0455_1612200000	13171.01.2017	10-000-000-54-5438-000C	15.73
Ex Director & Ex Director Winfield Park Distric	0	0455_1612280000	13171.01.2017	10-000-000-54-5438-000C	13.00
2017 IPRA Conference Ex Asst	0	0463_1612070000	13171.01.2017	10-000-000-16-1636-000C	96.66
2017 IPRA Conference Ex Director	0	0463_1612070000	13171.01.2017	10-000-000-16-1636-000C	105.00
Ex Director AZA Membership Dues 2016/2017	0	0463_1612120000	13171.01.2017	10-000-000-54-5425-000C	26.66
Board Meeting Recorder	0	0463_1612130000	13171.01.2017	10-000-000-54-5401-000C	13.33
Board Meeting Recorder	0	0463_1612140000	13171.01.2017	10-000-000-54-5401-000C	16.66
Ex Director Airfare 2017 Golf Industry Show	0	0463_1612150000	13171.01.2017	10-000-000-16-1636-000C	68.56
2017 IPRA Membership Dues Ex Director	0	0463_1612150000	13171.01.2017	10-000-000-16-1636-000C	84.66
Executive Director ISC Magazine Subscription f	0	0463_1612210000	13171.01.2017	10-000-000-16-1636-000C	35.00
Commissioner Canceled Hotel Room for IPRA/I	0	0463_1612290000	13171.01.2017	10-000-000-16-1636-000C	-139.71
Commissioner #2 Hotel Credit for IAPD/IPRA C	0	0463_1612300000	13171.01.2017	10-000-000-16-1636-000C	-139.71
Commissioner #3 Hotel Credit for IPRA/IAPD C	0	0463_1612300000	13171.01.2017	10-000-000-16-1636-000C	-139.71
Dish Soap and Coffee Creamer for Prairie	0	0471_1612130000	13171.01.2017	10-000-856-53-5302-000C	16.87
Coffee for Prairie	0	0471_1612160000	13171.01.2017	10-000-856-53-5302-000C	118.29
Holiday Supplies for Prairie Celebration	0	0471_1612190000	13171.01.2017	10-418-000-54-5434-000C	15.81
Bagels for Prairie Holiday Celebration	0	0471_1612200000	13171.01.2017	10-418-000-54-5434-000C	34.83
Thank You Lunch for Successful Open Enrollme	0	0471_1612220000	13171.01.2017	10-418-000-54-5434-000C	55.00
Job Posting for PSC Custodian	0	0489_1612140000	13171.01.2017	10-418-000-54-5426-000C	19.80
Speaker	0	0496_1612070000	13171.01.2017	10-430-000-53-5305-000C	252.00
Civic Leadership Academy Workshop Registrati	0	0512_1612010000	13171.01.2017	10-000-415-54-5432-000C	100.00
Civic Leadership Academy Workshop Registrati	0	0512_1612010000	13171.01.2017	10-430-000-54-5432-000C	50.00
Ceiling Tiles for 855	0	0538_1612220000	13171.01.2017	10-101-856-53-5314-000C	18.32
LED 100W Corn COB Light	0	0546_1612030000	13171.01.2017	10-101-000-53-5312-000C	123.70
2 Dephen LED Lights	0	0546_1612030000	13171.01.2017	10-101-000-53-5312-000C	249.04
CAC Parking Lot Lights	0	0546_1612060000	13171.01.2017	10-101-000-53-5311-000C	2.75
Boot Cleaners	0	9003_1612060000	13171.01.2017	10-101-854-53-5316-000C	77.02
Olde Quarry Coping Prairie	0	9003_1612280000	13171.01.2017	10-101-000-53-5314-000C	17.88
Vendor Total:					9,579.36
04198 Squeegee Bros Inc					
Maintain Dont Gain Printing	153019	SBWPD16	13002.01.2017	10-000-000-53-5302-000C	362.00
Vendor Total:					362.00
04221 Plug & Pay Technologies					
12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	10-000-000-52-5239-000C	15.00
12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	10-000-856-52-5239-000C	15.00
12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	10-101-000-52-5239-000C	15.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									45.00
04264	Deluxe Small Business Sales Inc								
	Deposit Slips	0	012417	141.01.2017		10-000-000-52-5214-000C			58.68
Vendor Total:									58.68
04267	Martin Whalen Group Inc								
	Prairie - HR 123016-012917	0	70550_0117	012.01.2017		10-418-000-52-5211-0000			16.22
	Prairie - HR 013017-022717	0	70550_0217	021.02.2017		10-418-000-52-5211-0000			16.22
	Prairie - Payroll 123016-012917	0	70562_0117	012.01.2017		10-419-000-52-5211-0000			26.22
	Prairie - Payroll 013017-022717	0	70562_0217	021.02.2017		10-419-000-52-5211-0000			26.22
	Prairie-Finance 123016-012917	0	76404_0117	012.01.2017		10-419-000-52-5211-0000			61.64
	Prairie-Finance 013017-022717	0	76404_0217	021.02.2017		10-419-000-52-5211-0000			61.64
	Museum 123016-012917	0	MW82277_0117	012.01.2017		10-000-000-52-5211-0000			68.19
	Museum 013017-022717	0	MW82277_0217	021.02.2017		10-000-000-52-5211-0000			68.19
	Parks 123016-012917	0	MW82522_0117	012.01.2017		10-101-000-52-5211-0000			183.91
	Parks 013017-022717	0	MW82522_0217	021.02.2017		10-101-000-52-5211-0000			183.91
	Prairie 123016-012917	0	MW82571_0117	012.01.2017		10-000-000-52-5211-0000			123.07
	Prairie 013017-022717	0	MW82571_0217	021.02.2017		10-000-000-52-5211-0000			123.07
Vendor Total:									958.50
04287	Global Payments Inc								
	12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017		10-000-000-52-5239-000C			36.26
	12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017		10-000-000-12-1226-000C			5.68
	12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017		10-000-856-52-5239-000C			143.50
	12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017		10-101-000-52-5239-000C			23.03
	12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017		10-000-416-52-5239-000C			0.06
Vendor Total:									208.53
04296	Culligan DuPage Soft Water Service Inc								
	Water Cooler Rental January 2017	153121	262006_0117R	014.01.2017		10-000-856-52-5220-000C			6.00
	Drinking Water- Prairie	153121	262006_1216W	13004.01.2017		10-000-856-53-5302-000C			47.20
Vendor Total:									53.20
04374	Wheaton Bank and Trust Company								
	12/16 WB&T Service Charges that Exceeded Max		123116	13141.01.2017		10-000-000-52-5214-000C			108.92
	12/16 WB&T Service Charges that Exceeded Max		123116	13141.01.2017		10-000-000-12-1228-000C			-39.53
Vendor Total:									69.39
04574	Knox Swan and Dog LLC								
	Goose Control Services at CAC November 2016	153133	602215	13004.01.2017		10-101-000-52-5210-000C			500.00
Vendor Total:									500.00
04895	MailFinance Inc								
	Prairie Postage Meter Lease 11/03/16-02/02/17	153066	N6320130	13003.01.2017		10-000-856-52-5220-000C			507.00
Vendor Total:									507.00
05135	Chiappetta, Andrea								
	December 2016 Mileage Reimbursement	0	123116	13004.01.2017		10-419-000-54-5422-000C			5.62
Vendor Total:									5.62
05194	PPG Architectural Finishes Inc.								
	Paint	153149	824302031598	014.01.2017		10-101-000-53-5347-000C			103.86
Vendor Total:									103.86
05250	Sandra Simpson for Petty Cash								

Fund Description						
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Straight from the Tap Bank	153153	011217	014.01.2017	10-000-000-10-1011-0000	500.00	
Vendor Total:					500.00	
05319 Rotary Club of Central DuPage AM						
Rotary Dues 1/1/17-3/31/17	153223	010117	021.02.2017	10-000-000-54-5425-000C	104.34	
Vendor Total:					104.34	
05392 Kapala, Nicole						
Travel/Training 01-19-17	0	011917	021.02.2017	10-000-415-54-5432-000C	11.87	
Vendor Total:					11.87	
05563 Vallillo, Christopher J.						
Presentation Fee for Oh Freedom! on January 28 153091		012817	013.01.2017	10-430-000-52-5210-000C	800.00	
Vendor Total:					800.00	
05575 Downing, Ashley						
Mileage Reimbursement November & December 153051		123116	13003.01.2017	10-430-000-54-5422-000C	15.17	
Vendor Total:					15.17	
05743 Advanced Intelligence Engineering						
Mouse and Keyboard	0	5413	021.02.2017	10-000-415-53-5302-000C	28.07	
Vendor Total:					28.07	
05751 Moreland, Carey						
Mileage Reimbursement December 2016	153006	123116	13002.01.2017	10-000-415-54-5422-000C	25.38	
Vendor Total:					25.38	
05757 Republic Services Inc.						
Parks 020117-022817	153222	0128491_0217	021.02.2017	10-101-000-52-5263-000C	20.50	
Vendor Total:					20.50	
05765 Law Offices of Schirott, Luetkehans & Garner LLC						
Services through 12/20/16	153135	16	13004.01.2017	10-000-000-52-5207-000C	432.67	
Services through 12/20/16	153135	8	13004.01.2017	10-000-000-52-5207-000C	688.33	
Vendor Total:					1,121.00	
05768 Mendenhall, Rebecca						
Mileage Reimbursement December 2016	153004	123116	13002.01.2017	10-418-000-54-5422-000C	12.25	
Vendor Total:					12.25	
05772 Windstream Holdings Inc.						
Admin Feb 2017	153098	Contract 4520_0217	013.01.2017	10-000-000-52-5211-0000	288.00	
Vendor Total:					288.00	
05810 US Bank Equipment Finance						
Prairie Finance Jan 2017	153090	76404_0117	013.01.2017	10-419-000-52-5211-0000	29.81	
Museum Jan 2017	153090	82277_0117	013.01.2017	10-000-000-52-5211-0000	272.66	
Parks Jan 2017	153090	82522_0117	013.01.2017	10-101-000-52-5211-0000	136.33	
Prairie Jan 2017	153090	82571_0117	013.01.2017	10-000-000-52-5211-0000	227.21	
Vendor Total:					666.01	
05841 Bestler, Karl						
Bestler's Pond Lease Extension February 2017	153106	February 2017	014.01.2017	10-000-000-52-5210-000C	625.00	
Bestlers Pond Lease Extension January 2017	153041	January 2017	013.01.2017	10-000-000-52-5210-000C	625.00	
Vendor Total:					1,250.00	

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
05866	Peto, Brett			Mileage Reimbursement December 2016	153013	123116	13002.01.2017	10-000-415-54-5422-000C	11.07
Vendor Total:									11.07
05870	Area Sanitation Solutions Inc			CAC Unit 01/01/17-01/31/17	0	15487	014.01.2017	10-101-000-52-5211-0000	82.00
				Bestlers Pond Unit 01/01/17-01/31/17	0	15488	014.01.2017	10-101-000-52-5211-0000	55.00
Vendor Total:									137.00
05875	Day Robert & Morrison P.C.			Services through Dec 21 2016	153049	29195	13003.01.2017	10-000-000-52-5207-000C	111.00
Vendor Total:									111.00
05879	ANPI Business LLC			Parks 010117-013117	153038	111390_0117	013.01.2017	10-101-000-52-5262-000C	282.23
				Admin 010117-013117	153038	111390_0117	013.01.2017	10-000-000-52-5262-000C	91.81
				HR 010117-013117	153038	111390_0117	013.01.2017	10-418-000-52-5262-000C	61.21
				Finance 010117-013117	153038	111390_0117	013.01.2017	10-419-000-52-5262-000C	217.62
				DCHM 010117-013117	153038	111390_0117	013.01.2017	10-430-000-52-5262-000C	40.80
Vendor Total:									693.67
05975	SESAC			2017 Annual Fee	153083	296770_0117	013.01.2017	10-000-000-54-5425-000C	430.66
Vendor Total:									430.66
05984	BCN Telecom Inc.			Admin 011517-021417	153105	BOC04598_0217	014.01.2017	10-000-000-52-5262-000C	172.22
				HR 011517-021417	153105	BOC04598_0217	014.01.2017	10-418-000-52-5262-000C	122.54
				Finance 011517-021417	153105	BOC04598_0217	014.01.2017	10-419-000-52-5262-000C	122.53
				Parks 011517-021417	153105	BOC04598_0217	014.01.2017	10-101-000-52-5262-000C	172.56
Vendor Total:									589.85
06006	Angel, Jeanne Schultz			February 9 Antislavery Presentation	153172	020917	021.02.2017	10-430-000-52-5210-000C	250.00
				February 9 Antislavery Presentation - Mileage F	153172	020917	021.02.2017	10-430-000-52-5210-000C	29.00
Vendor Total:									279.00
06045	Becker Arena Products Inc.			Blade Changing Hooks	153040	1005780	13003.01.2017	10-101-000-53-5315-000C	217.09
Vendor Total:									217.09
06075	Oakland Enterprises Inc.			Confined Space Rescue Tripod and Harness	153011	5065	13002.01.2017	10-101-000-53-5306-000C	3,848.00
Vendor Total:									3,848.00
Fund Total:									131,093.39
20	Recreation			00012 Action Screen Print					
				Spring Soccer Jerseys	153167	41502	021.02.2017	20-220-204-53-5301-4405	4,587.37
Vendor Total:									4,587.37
00020	Albertsons			Goody Bags for Zoo Trip	152973	P601L07MA4	13002.01.2017	20-220-208-53-5301-886C	8.97
				Christmas Cookie Bakers	152973	P801L0J1HE	13002.01.2017	20-220-209-53-5301-9903	33.96
				Zone Party Supplies	152973	PA01L07ME5	13002.01.2017	20-220-208-53-5301-886C	25.48

Fund	Description	Vendor No	Vendor Name				
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
	Christmas Cookie Supplies	152973	PE01L0J18N	13002.01.2017	20-220-209-53-5301-9903	27.66	
	Supplies	152973	PF01L07M2B	13002.01.2017	20-350-302-53-5354-000C	15.49	
	Christmas Cookie Supplies	152973	PH01L0J1FB	13002.01.2017	20-220-209-53-5301-9903	71.64	
	Zone Party Supplies	152973	PJ01L07M7Q	13002.01.2017	20-220-208-53-5301-886C	24.70	
Vendor Total:						207.90	
00032	Alpha Graphics						
	Fitmas Poster	153101	147513	13004.01.2017	20-350-302-54-5426-000C	40.00	
	Foam Board for Dinner Dance	153036	148156	013.01.2017	20-220-208-54-5426-000C	40.00	
	Sign for Mixer	153170	148333	021.02.2017	20-000-000-52-5235-000C	14.00	
Vendor Total:						94.00	
00041	Anderson Lock						
	Front Entrance Repairs CAC	153102	0932211	014.01.2017	20-101-225-53-5313-000C	735.88	
Vendor Total:						735.88	
00042	Anderson Elevator Co.						
	CAC Elevator Maintenance January 2017	0	198639	014.01.2017	20-101-225-52-5211-0000	166.40	
	CC Elevator Maintenance January 2017	0	198734	014.01.2017	20-101-220-52-5211-0000	162.24	
Vendor Total:						328.64	
00057	Armbrust Plumbing & Air Conditioning Inc.						
	Service Call to CC	153039	0000093005	13003.01.2017	20-101-220-52-5210-000C	1,587.00	
	Service Call for CC	153039	0000093376	13003.01.2017	20-101-220-52-5210-000C	483.00	
	Repairs - Boiler Device Leaking	153039	0000093614	013.01.2017	20-101-220-52-5210-000C	757.09	
Vendor Total:						2,827.09	
00064	AT&T						
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-224-220-52-5262-000C	126.14	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-350-302-52-5262-000C	17.25	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-101-000-52-5262-000C	4.64	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-220-203-52-5262-000C	9.89	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-000-415-52-5262-000C	13.46	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-000-304-52-5262-000C	20.93	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-220-000-52-5262-000C	28.68	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-000-112-52-5262-0000	17.32	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-222-232-52-5262-000C	10.72	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-350-000-52-5262-000C	8.50	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-222-231-52-5262-000C	4.76	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-000-000-52-5262-000C	14.97	
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	20-220-204-52-5262-000C	14.79	
Vendor Total:						292.05	
00068	AT&T Mobility						
	234-9351 Lincoln Marsh 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	3.21	
	234-9385 J. Diener 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	21.13	
	346-2253 Data Rec Dpt. 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	40.11	
	Promotional Credit 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	-400.00	
	Promotional Credit 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	-100.00	
	945-7045 Camp Coordinator 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	3.04	
	945-7048 Camp Blackhawk 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	3.04	
	945-7049 Camp Goodtimes 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	3.04	
	945-7931 Camp Illini 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	3.04	
	945-7926 Critter Camp 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	3.04	
	945-7927 Curiosity Camp 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	3.04	
	945-7928 Camp Wild Ones 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	3.04	
	945-7929 Mean Green 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-000C	3.04	

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
877-6740 Terra J. 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	45.72	
234-8907 C. Hanlon 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	51.04	
885-4579 D. Shee 121816-011717	153175	877051597_0117	021.02.2017	20-101-000-52-5265-0000	20.96	
885-4684 W. Russell 121816-011717	153175	877051597_0117	021.02.2017	20-222-232-52-5265-0000	45.37	
414-8028 Lincoln Marsh 121816-011717	153175	877051597_0117	021.02.2017	20-000-112-52-5265-0000	3.04	
639-8642 Camp No Name 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	3.04	
621-6936 Parks Dept 121816-011717	153175	877051597_0117	021.02.2017	20-101-000-52-5265-0000	4.29	
624-0846 M.B. Cleary 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	56.27	
624-3048 BB/SB Umpires 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	3.04	
624-3574 D. Novak 121816-011717	153175	877051597_0117	021.02.2017	20-350-000-52-5265-0000	50.33	
605-0389 Camp IDK 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	3.04	
536-4138 V. Beyer 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	64.02	
346-9047 Hot Spot 1 121816-011717	153175	877051597_0117	021.02.2017	20-350-302-52-5265-0000	25.73	
346-5702 M. Wrobel 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	24.53	
346-9428 J. Martinson 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	21.92	
346-4602 Hot Spot 2 121816-011717	153175	877051597_0117	021.02.2017	20-350-302-52-5265-0000	21.90	
281-0870 New Brad 121816-011717	153175	877051597_0117	021.02.2017	20-000-000-52-5265-0000	56.27	
Vendor Total:					89.28	
00152	Buikemas Ace Hardware					
Office Supplies	153109	287460A	13004.01.2017	20-000-112-53-5302-0000	17.08	
Fasteners	153109	354590B	13004.01.2017	20-101-220-53-5313-0000	24.30	
Building Supplies	153109	354611B	13004.01.2017	20-101-000-53-5313-0000	58.45	
Bath Mats	153109	354612B	13004.01.2017	20-101-000-53-5313-0000	5.40	
Bulbs	153109	354623B	13004.01.2017	20-101-220-53-5313-0000	21.57	
HVAC Hawthorne Room at CC	153109	354626B	13004.01.2017	20-101-000-53-5313-0000	29.66	
CC Building Supplies	153181	354679B	13005.02.2017	20-101-220-53-5313-0000	22.55	
Building Supplies	153109	354791B	13004.01.2017	20-101-220-53-5313-0000	15.27	
Jack Cat Dual White	153109	354804B	13004.01.2017	20-101-220-53-5313-0000	8.63	
Vendor Total:					202.91	
00192	City of Wheaton					
December Board Meeting Recorded	153184	502569	13005.02.2017	20-000-000-54-5401-0000	103.33	
Elevator Inspection 11/10/16	153184	502608	13005.02.2017	20-101-225-52-5210-0000	50.00	
12/18/16 False Alarm #5 in Calendar Year	153184	502634	13005.02.2017	20-101-220-52-5210-0000	300.00	
Vendor Total:					453.33	
00193	City of Wheaton					
Rathje Park 121216-010617	153115	0007650000_0117	014.01.2017	20-000-000-52-5264-0000	20.69	
Graf Park/Monroe 120816-010417	153115	0034005200_0117	014.01.2017	20-000-000-52-5264-0000	19.29	
Graf Pk/Monroe 120816-010417	153115	0034005300_0117	014.01.2017	20-000-000-52-5264-0000	61.45	
Northside Pool 120816-010417	153115	0052890000_0117	014.01.2017	20-222-231-52-5264-0000	7.10	
Northside Pool 120816-010417	153115	0052890100_0117	014.01.2017	20-222-231-52-5264-0000	168.76	
Boy Scout Cabin 120816-010417	153115	0052910000_0117	014.01.2017	20-000-000-52-5264-0000	20.69	
Toohey Park 121216-010517	153115	0212470900_0117	014.01.2017	20-000-000-52-5264-0000	367.85	
Atten Park 120916-010517	153115	0280800000_0117	014.01.2017	20-000-000-52-5264-0000	19.29	
Atten Park 120916-010617	153115	0280840800_0117	014.01.2017	20-000-000-52-5264-0000	168.76	
Central Athletic Complex 120816-010417	153115	0366180000_0117	014.01.2017	20-220-225-52-5264-0000	35.50	
Central Athletic Complex 120816-010417	153115	0366190000_0117	014.01.2017	20-220-225-52-5264-0000	184.36	
Clocktower Commons 120816-010417	153115	0367030000_0117	014.01.2017	20-350-303-52-5264-0000	61.45	
Mary Lubko Center 120816-010417	153115	0417780000_0117	014.01.2017	20-000-304-52-5264-0000	68.55	
Community Center 120916-010617	153115	0443170000_0117	014.01.2017	20-224-220-52-5264-0000	967.56	
Rice Pool 120916-010517	153115	0443170100_0117	014.01.2017	20-222-232-52-5264-0000	5.70	
Rice Pool 120916-010517	153115	0443170200_0117	014.01.2017	20-222-232-52-5264-0000	92.66	
Vendor Total:					2,269.66	
00237	Dreisilker Electric Motors					

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				CC Sewage Pump Motor	0	1035094	014.01.2017	20-101-220-53-5313-000C	860.08
				CC Circ Pump	0	1035350	013.01.2017	20-101-220-53-5313-000C	723.60
								Vendor Total:	1,583.68
00243	DuPage County Public Works								
				Community Center 100716-120716	153122	15517525_1216	13004.01.2017	20-224-220-52-5264-000C	571.21
				Rice Pool 100716-120716	153122	15517528_1216	13004.01.2017	20-222-232-52-5264-000C	4.53
				Rice Pool 100716-120716	153122	15520668_1216	13004.01.2017	20-222-232-52-5264-000C	4.53
								Vendor Total:	580.27
00335	W W Grainger Inc								
				Replacement Pull Chain	153094	9311228416	13003.01.2017	20-101-220-53-5313-000C	35.15
								Vendor Total:	35.15
00337	Great Lakes Clay & Supply Co.								
				Kiln Repair	153195	00139667	021.02.2017	20-000-000-52-5210-000C	627.11
								Vendor Total:	627.11
00386	Hagg Press Inc								
				Printing TOYL Winter 2017	0	100279	013.01.2017	20-000-304-52-5235-000C	1,776.00
				Mixer Invitation	0	100392	021.02.2017	20-000-000-52-5235-000C	99.00
								Vendor Total:	1,875.00
00391	HALOGEN SUPPLY COMPANY								
				Bulbs	153057	00496943	013.01.2017	20-101-000-53-5313-000C	572.07
								Vendor Total:	572.07
00406	Commonwealth Edison								
				Lincoln Marsh Office 121416-011817	153186	8435664018_0117	021.02.2017	20-000-112-52-5260-0000	81.89
								Vendor Total:	81.89
00408	Community School District 200								
				Paper for Recreation Department	153187	011917	021.02.2017	20-000-000-53-5302-000C	292.70
				Paper for Community Center	153187	011917	021.02.2017	20-224-220-53-5302-000C	404.30
				Paper for Mary Lubko Center	153187	011917	021.02.2017	20-000-304-53-5302-000C	40.78
				Umpire Cards for 2017 Season	153187	012317	021.02.2017	20-221-223-54-5404-4455	15.33
								Vendor Total:	753.11
00417	Constellation NewEnergy Inc.								
				Seven Gbls Barn 112816-122816	152982	0220031032_121A	13002.01.2017	20-000-000-52-5260-000C	52.39
				Community Center 120916-011117	153118	0534243000_0117	014.01.2017	20-224-220-52-5260-000C	11,112.48
				Rice Pool 120916-011117	153118	0534243000_0117	014.01.2017	20-222-232-52-5260-000C	3,704.16
				Atten Park 120916-011117	153188	0788335008_0117	021.02.2017	20-000-000-52-5260-000C	212.58
				Graf Park/Monroe 120916-011117	153188	0788340009_0117	021.02.2017	20-000-000-52-5260-000C	144.70
				Graf Park/Monroe 120916-011117	153188	1371090088_0117	021.02.2017	20-000-000-52-5260-000C	105.42
				Central Athletic Complex 120816-011017	153188	6219071053_0117	021.02.2017	20-220-225-52-5260-000C	5,634.67
				Toohey Park 121216-011217	153188	6414387023_0117	021.02.2017	20-000-000-52-5260-000C	497.39
				Clocktower Commons 120816-011017	153118	7123061000_0117	014.01.2017	20-350-303-52-5260-000C	316.66
				Rathje Park 121316-011617	153188	7592636002_0117	021.02.2017	20-000-000-52-5260-000C	128.19
				Northside Shelter 121416-011717	153188	8351586008_0117	021.02.2017	20-000-000-52-5260-000C	111.24
				Grl Scout Cabin 121416-011717	153188	8351594000_0117	021.02.2017	20-000-000-52-5260-000C	96.31
				Northside Pool 121416-011717	153188	8351595007_0117	021.02.2017	20-222-231-52-5260-000C	337.68
				Boy Scout Cabin 121416-011717	153188	8351596004_0117	021.02.2017	20-000-000-52-5260-000C	64.79
				Mary Lubko Center 120716-010917	153047	8843417003_0117	013.01.2017	20-000-304-52-5260-000C	336.59
								Vendor Total:	22,855.25

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
00436	I.A.P.D.			Annual Membership Dues for 2017	153061	122916	013.01.2017	20-000-000-54-5425-0000	2,314.72
								Vendor Total:	2,314.72
00449	ILLINOIS SHOTOKAN KARATE			Fall Karate Classes 2016	152998	424	13002.01.2017	20-220-203-52-5280-3315	12,432.42
								Vendor Total:	12,432.42
00453	ILLINOIS AMERICAN WATER CO.			Lincoln Marsh 121416-011217	153132	1025211695604_011	014.01.2017	20-000-112-52-5264-0000	27.37
								Vendor Total:	27.37
00525	Kirhofers Sports Inc			Softie Softball	153064	45738	013.01.2017	20-221-223-53-5306-0000	522.00
								Vendor Total:	522.00
00542	LAKESHORE LEARNING MATERIALS			Supplies for Preschool	153001	4636231216	13002.01.2017	20-000-000-53-5306-0000	64.47
				Supplies for Preschool	153001	4636241216	13002.01.2017	20-000-000-53-5306-0000	14.48
								Vendor Total:	78.95
00565	Wheaton Lions Charities LTD			First Quarter 2017 Dues	153096	1776	013.01.2017	20-000-000-54-5425-0000	36.67
								Vendor Total:	36.67
00617	MENARDS GLENDALE HEIGHTS			Community Center Building Supplies	153206	41866	021.02.2017	20-101-220-53-5313-0000	62.87
				Community Center Building Supplies	153206	42921	021.02.2017	20-101-220-53-5313-0000	94.82
								Vendor Total:	157.69
00623	Midwest Service & Installation Inc			Monthly Preventative Maintenance	153071	9841	013.01.2017	20-350-302-52-5211-0000	945.00
								Vendor Total:	945.00
00680	Northern Illinois Gas Company			Central Athletic Complex 122716-012617	153209	1750636993_0117	021.02.2017	20-220-225-52-5261-0000	2,141.31
				Rathje Park 120516-010517	153009	1812901000_0117	012.01.2017	20-000-000-52-5261-0000	166.38
				Community Center 121616-011717	153143	2245590000_0117	014.01.2017	20-224-220-52-5261-0000	83.07
				Northside Pool 122016-012017	153209	3774221000_0117	021.02.2017	20-222-231-52-5261-0000	1,135.60
				Mary Lubko Center 121616-011717	153143	4920221000_0117	014.01.2017	20-000-304-52-5261-0000	356.75
				Northside Shelter 122116-012017	153209	5294221000_0117	021.02.2017	20-000-000-52-5261-0000	207.84
				Community Cntr 120116-010117	153009	7718490000_1216	13002.01.2017	20-224-220-52-5261-0000	1,203.52
				Rice Pool 120116-010117	153009	7718490000_1216	13002.01.2017	20-222-232-52-5261-0000	401.17
								Vendor Total:	5,695.64
00699	Oak Fire & Security Systems Inc			Service Call for CC	153074	47294	13003.01.2017	20-101-220-52-5210-0000	76.00
				CC Monthly Burglar & Panic Alarm Monitoring	153144	47427	014.01.2017	20-101-220-52-5211-0000	25.00
				CC Monthly Elevator Emergency Monitoring Jan	153144	47428	014.01.2017	20-101-220-52-5211-0000	20.00
								Vendor Total:	121.00
00718	Paddock Publications Inc			Gift Card Sales	153145	65910L01	13004.01.2017	20-350-415-54-5426-0000	494.97
				Gift Card Sales	153145	65912L01	13004.01.2017	20-350-415-54-5426-0000	89.16
				Gift Card Sales	153145	65914L01	13004.01.2017	20-350-415-54-5426-0000	494.97
				Gift Card Sales	153145	65915L01	13004.01.2017	20-350-415-54-5426-0000	89.16

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									1,168.26
00719	PADDOCK PUBLICATIONS INC								
	Daily Herald 2017 Subscription - Recreation	153076	045521_2017	013.01.2017		20-000-000-54-5425-000C			430.00
Vendor Total:									430.00
00734	PAYCHEX MAJOR MARKET SERVICES								
	January 2017 Paychex ESR Service	0	15761075	141.01.2017		20-000-000-52-5211-0000			133.80
	01/06/2017 Payroll Processing	0	47463	141.01.2017		20-000-000-52-5211-0000			4,706.60
	01/20/2017 Payroll Processing	0	49182	141.01.2017		20-000-000-52-5211-0000			330.81
	01/20/2017 Payroll Processing 2nd Run	0	49325	141.01.2017		20-000-000-52-5211-0000			13.50
Vendor Total:									5,184.71
00743	Personalized Awards Inc								
	Medals for Holiday Harvest Basketball Tournam	0	16-2324	13004.01.2017		20-220-204-53-5301-4447			330.94
	Trophies for Wheaton North Shootout Basketbal	0	17-1040	021.02.2017		20-220-204-53-5301-4447			620.00
Vendor Total:									950.94
00838	SANTO SPORT STORE								
	Volleyballs	153224	94289	021.02.2017		20-220-204-53-5301-4461			441.78
Vendor Total:									441.78
00851	Shanes Office Products								
	Hand Sanitizer	0	13096	13002.01.2017		20-350-302-53-5313-000C			287.00
	Office Supplies- Community Center	0	13346	13002.01.2017		20-224-220-53-5302-000C			622.82
	Office Supplies for Rec Office and Ice Rink	0	13525	13002.01.2017		20-000-000-53-5302-000C			630.09
	Tally Counters for Ice Rinks and Events	0	13614	13002.01.2017		20-000-000-53-5302-000C			65.24
	Office Supplies- Community Center	0	13776	13002.01.2017		20-224-220-53-5302-000C			439.73
	Flash Drives for Recreation Department	0	13816	13002.01.2017		20-000-000-53-5302-000C			46.08
Vendor Total:									2,090.96
00858	Sherwin-Williams								
	Paint	153226	1340-9	021.02.2017		20-101-220-53-5313-000C			46.39
	Paint	153226	6000-3	021.02.2017		20-101-220-53-5313-000C			34.18
Vendor Total:									80.57
01017	Walmart Community								
	Preschool Supply	153232	20173JDFH	13005.02.2017		20-220-207-53-5301-774E			44.77
	Travel Basketball Supplies	153232	9019M8EQN	021.02.2017		20-220-204-53-5301-4447			421.55
	Wide Horizons Preschool Supplies- Craft Suppli	153232	G01BRFAJN	021.02.2017		20-220-207-53-5301-774E			99.29
	Concessions- Wheaton North Shootout	153232	G01BT759W	021.02.2017		20-220-204-53-5301-4447			203.22
Vendor Total:									768.83
01023	Waste Management of Illinois Inc								
	Manchester Park January 2017 Month End	153233	61571123001_0117	021.02.2017		20-000-000-52-5263-000C			194.35
	Manchester Park Jan 2017 Mid-Month	153162	61571123001_0117	014.01.2017		20-000-000-52-5263-000C			140.80
Vendor Total:									335.15
01031	WEHRLIS VACUUM CENTER								
	Hoover Conquest Latch	153235	113842	13005.02.2017		20-101-220-53-5316-000C			17.55
Vendor Total:									17.55
01036	WEST SUBURBAN BASEBALL LEAGUE								
	14U Blue Warriors League Fee	153029	010317	012.01.2017		20-221-223-54-5403-445E			350.00
	9U Red Warriors League Fee	153029	010417	012.01.2017		20-221-223-54-5403-445E			350.00
	League Fee for 13U Warriors - Colin Purser	153163	011617	014.01.2017		20-221-223-54-5405-445E			350.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				League Fee for U12 Wheaton Warriors - Mike H	153163	011817	014.01.2017	20-221-223-54-5403-4455	350.00
								Vendor Total:	1,400.00
01043	Wheaton Sanitary District			Mary Lubko Center 120716-010717	153164	020309000_0117	014.01.2017	20-000-304-52-5264-000C	17.13
				Clocktower Commons 121716-011717	153164	021723000_0117	014.01.2017	20-350-303-52-5264-000C	17.13
				Northside Pool 120716-010717	153164	023365000_0117	014.01.2017	20-222-231-52-5264-000C	17.13
				Northside Pool 120716-010717	153164	023367000_0117	014.01.2017	20-222-231-52-5264-000C	17.13
				Cosley House 121716-011717	153164	027965000_0117	014.01.2017	20-350-000-52-5264-000C	17.13
				Rathje Park 120716-010717	153164	028831000_0117	014.01.2017	20-000-000-52-5264-000C	17.13
				Toohey Park 120716-010717	153164	032977000_0117	014.01.2017	20-000-000-52-5264-000C	195.43
				Central Athletic Complex 121716-011717	153164	043486000_0117	014.01.2017	20-220-225-52-5264-000C	17.13
				Central Athletic Gym 120716-010717	153164	043487000_0117	014.01.2017	20-220-225-52-5264-000C	24.32
								Vendor Total:	339.66
01049	Wheaton Chamber of Commerce			Distinguished Business Membership	153237	17171	021.02.2017	20-000-000-54-5425-000C	216.67
								Vendor Total:	216.67
01084	Zelesky, Hollis			Deposit for Columbus Day Festival Trip 10/11/17	153031	101117	012.01.2017	20-220-304-52-5280-5531	100.00
				Deposit for Polka Fest Trip 11/2/17	153031	110217	012.01.2017	20-220-304-52-5280-5531	100.00
								Vendor Total:	200.00
01095	Midwest Printing Inc			New LM Rack Cards 2016	153070	21140	13003.01.2017	20-000-112-52-5235-0000	319.35
				AP Envelopes	153207	21155	021.02.2017	20-000-000-53-5302-000C	64.44
				AP Checks	153207	21159	021.02.2017	20-000-000-53-5302-000C	94.57
								Vendor Total:	478.36
01108	Crystal Mgmt & Maintenance Corp			CAC Cleaning Services January 2017	153120	24265	014.01.2017	20-101-225-52-5212-000C	685.00
								Vendor Total:	685.00
01120	Holy Cow Sports Inc.			Winter In-House Youth Basketball League Game 0		16-3579	013.01.2017	20-220-204-53-5301-4463	1,101.00
				Winter In-House Youth Basketball League Game 0		16-3579	013.01.2017	20-220-204-53-5301-4442	1,901.25
				Winter In-House Youth Basketball League Game 0		16-3579	013.01.2017	20-220-204-53-5301-4441	1,901.25
				Winter Classic Tournament Shirts for Finalist and 0		16-3631	013.01.2017	20-220-204-53-5301-4447	414.00
				Winter Classic Finalist and Champions T-Shirts 0		16-3632	021.02.2017	20-220-204-53-5301-4447	895.60
				Additional Windbreakers for Staff	0	16-3780	013.01.2017	20-000-000-53-5302-000C	142.00
				Game Shirts for Winter Volleyball League	0	16-3823	013.01.2017	20-220-204-53-5301-4461	1,999.20
				Longfellow Pilot Basketball Shirts	0	16-3832	013.01.2017	20-220-204-53-5301-4444	185.00
								Vendor Total:	8,539.30
02254	Marathon Sportswear			PPFC T-Shirt Giveaway	153205	7435	021.02.2017	20-350-302-54-5426-000C	543.02
								Vendor Total:	543.02
02266	The Corporate Learning Institute			2017 Retainer #1 of 2	153086	7668	013.01.2017	20-000-000-52-5208-000C	3,125.00
								Vendor Total:	3,125.00
02286	Identatronics Inc.			Photo ID Supplies	153199	77265	021.02.2017	20-350-000-53-5302-000C	612.00
				Photo ID Supplies	153199	77265	021.02.2017	20-350-302-53-5302-000C	550.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Photo ID Supplies	153199	77265	021.02.2017	20-222-232-53-5302-000C	550.00
								Vendor Total:	1,712.00
02441	Holistic Dimensions, Maria Sandhya Matthews			Pilates A/E Fall 2016	152996	WPD91216P	13002.01.2017	20-220-305-52-5280-100C	1,535.33
								Vendor Total:	1,535.33
02460	IWM Corporation			CC Water Treatment Service January 2017	153200	13981	021.02.2017	20-101-000-52-5211-0000	415.00
								Vendor Total:	415.00
02505	Village of Lisle			Lucent Park 110116-113016	153027	124473002_1116	13002.01.2017	20-000-000-52-5264-000C	19.50
								Vendor Total:	19.50
02780	H J H Corporation, Hodes Company			Faucets and Plumbing Supplies	153127	3294976	014.01.2017	20-101-220-53-5313-000C	367.18
								Vendor Total:	367.18
03296	Ditchman, Deborah			Reimbursement for IPRA Expenses	0	011917	014.01.2017	20-000-112-54-5432-0000	2.00
				Reimbursement for IPRA Expenses	0	011917	014.01.2017	20-000-112-54-5432-0000	12.34
				Reimbursement for IPRA Expenses	0	011917	014.01.2017	20-000-112-54-5432-0000	2.85
				Mileage Reimbursement December 2016	0	123116	13004.01.2017	20-000-112-54-5422-0000	6.48
								Vendor Total:	23.67
03481	Tressler LLP			Services through Dec 31 2016	0	378849	13004.01.2017	20-000-000-52-5207-000C	945.00
								Vendor Total:	945.00
03732	Pavco Furniture Inc			Pool Umbrellas	153214	141286	13005.02.2017	20-222-232-52-5210-000C	827.96
				Pool Umbrellas	153214	141286	13005.02.2017	20-222-232-53-5302-000C	396.04
								Vendor Total:	1,224.00
03754	Comcast Cable			Community Center 020117-022817	153185	87712004762650_02	021.02.2017	20-224-220-52-5211-0000	4.21
				Admin IP Services 012617-022517	153185	87712047315272_02	021.02.2017	20-224-220-52-5211-0000	149.85
				Central Athletic Complex 011617-021517	153045	87712047361631_02	013.01.2017	20-101-225-52-5211-0000	104.85
				Mary Lubko Center 011917-021817	153045	87712047526787_02	013.01.2017	20-000-304-52-5211-0000	104.85
				Lincoln Marsh 011817-021717	153045	87712047527272_02	013.01.2017	20-000-112-52-5211-0000	104.85
				Clocktower 011117-021017	153045	87712047624798_02	013.01.2017	20-350-303-52-5211-0000	104.85
				Northside Pool 011117-021017	153045	87712047626371_02	013.01.2017	20-222-231-52-5211-0000	104.85
								Vendor Total:	678.31
03772	Doromal, Angela			Mileage Reimbursement December 2016	0	123116	13002.01.2017	20-000-112-54-5422-0000	16.04
								Vendor Total:	16.04
03949	Pierotti, Carolyn			Mileage Reimbursement December 2016	0	123116	13003.01.2017	20-224-220-54-5422-000C	21.60
								Vendor Total:	21.60
03958	Chicago Metropolitan Fire Prevention Company			Northside Pool 010117-033117	153183	WH6460_0117	021.02.2017	20-101-231-52-5211-0000	255.00
				Toohey Park 010117-033117	153183	WH6609_0117	021.02.2017	20-101-000-52-5211-0000	255.00

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Clocktower Commons 010117-033117	153183	WH6653_0117	021.02.2017	20-101-303-52-5211-0000	255.00	
Community Center 010117-033117	153183	WH6745_0117	021.02.2017	20-101-220-52-5211-0000	255.00	
Central Athletic Complex 010117-033117	153183	WH6948_0117	021.02.2017	20-101-225-52-5211-0000	255.00	
Vendor Total:					1,275.00	
04121	UMB Bank N.A.					
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Conference	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	235.00	
2017 IPRA Conference	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	80.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Dues	0	0059_1612060000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 Staff Training	0	0059_1612080000	13171.01.2017	20-000-000-16-1636-000C	79.00	
Office Supplies	0	0059_1612090000	13171.01.2017	20-224-220-53-5302-000C	11.98	
Office Supplies	0	0059_1612090000	13171.01.2017	20-224-220-53-5302-000C	173.45	
Office Supplies - Credit	0	0059_1612100000	13171.01.2017	20-224-220-53-5302-000C	-8.99	
Toohey Park Supplies	0	0059_1612110000	13171.01.2017	20-220-207-53-5301-7707	83.09	
2017 IPRA Conference	0	0059_1612150000	13171.01.2017	20-000-000-16-1636-000C	75.00	
Standing Desk	0	0059_1612160000	13171.01.2017	20-224-220-53-5302-000C	395.00	
2017 IPRA Membership Renewal	0	0059_1612190000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Renewal	0	0059_1612190000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Renewal	0	0059_1612190000	13171.01.2017	20-000-000-16-1636-000C	254.00	
2017 IPRA Membership Renewal	0	0059_1612190000	13171.01.2017	20-000-000-16-1636-000C	254.00	
Preschool Supplies - Safety City	0	0059_1612200000	13171.01.2017	20-220-207-53-5301-7707	24.82	
Preschool Supplies	0	0059_1612210000	13171.01.2017	20-220-207-53-5301-7745	59.48	
Zumbathon Supplies	0	0067_1611300000	13171.01.2017	20-350-302-53-5352-000C	49.67	
Zumbathon Supplies	0	0067_1611300000	13171.01.2017	20-350-302-53-5352-000C	30.83	
Tiles for Leisureship	0	0067_1612010000	13171.01.2017	20-220-201-52-5280-1151	19.00	
Active Advertising	0	0067_1612030000	13171.01.2017	20-350-302-53-5346-1925	152.00	
Tiles for Leisureship	0	0067_1612050000	13171.01.2017	20-220-201-52-5280-1151	30.00	
12 days of Fitmas Giveaways	0	0067_1612140000	13171.01.2017	20-350-302-53-5306-000C	209.96	
Gift Bags	0	0067_1612160000	13171.01.2017	20-350-302-53-5354-000C	5.00	
Christmas Decorations	0	0067_1612160000	13171.01.2017	20-350-302-53-5354-000C	30.93	
Holiday Party	0	0067_1612180000	13171.01.2017	20-350-302-53-5354-000C	69.41	
New Pedals for Exercise Bike	0	0067_1612200000	13171.01.2017	20-350-302-53-5306-000C	13.35	
Direct TV for PPF 122816-012717	0	0067_1612300000	13171.01.2017	20-000-000-16-1636-000C	107.99	
Floor Dot Markers	0	0084_1612010000	13171.01.2017	20-220-202-53-5301-2205	29.58	
Zone Party Supplies	0	0084_1612010000	13171.01.2017	20-220-208-53-5301-886C	14.44	
Zone Party Supplies	0	0084_1612050000	13171.01.2017	20-220-208-53-5301-886C	27.97	
Lincoln Park Zoo Trip Supplies	0	0084_1612060000	13171.01.2017	20-220-208-53-5301-886C	21.50	
Spring Playwrights and Scripts	0	0084_1612060000	13171.01.2017	20-220-202-52-5280-2266	685.00	
Lincoln Park Zoo Trip Supplies	0	0084_1612070000	13171.01.2017	20-220-208-53-5301-886C	11.83	
Lincoln Park Zoo Trip Supplies	0	0084_1612080000	13171.01.2017	20-220-208-53-5301-886C	8.97	
Zone Party Supplies	0	0084_1612080000	13171.01.2017	20-220-208-53-5301-886C	9.46	
School Day Out Trip Deposit	0	0084_1612090000	13171.01.2017	20-220-208-52-5280-886C	50.00	
Lincoln Park Zoo Trip Supplies	0	0084_1612100000	13171.01.2017	20-220-208-53-5301-886C	26.97	
Zone Party Supplies	0	0084_1612150000	13171.01.2017	20-220-208-53-5301-886C	68.66	
Spring Play Logo Pack	0	0084_1612150000	13171.01.2017	20-220-202-52-5280-2266	75.00	
CPR Barriers for Staff	0	0084_1612220000	13171.01.2017	20-220-208-53-5301-888C	60.78	
CPR Barriers for Babysitting Class	0	0084_1612220000	13171.01.2017	20-220-208-53-5301-880C	30.41	
Treats for Maintenance Staff	0	0117_1612060000	13171.01.2017	20-000-000-53-5302-000C	2.51	
Sound System for Recreation Department	0	0117_1612200000	13171.01.2017	20-000-000-53-5306-000C	848.00	
One Year Access to Arbitersports Scheduling Software	0	0132_1612020000	13171.01.2017	20-220-204-52-5280-4421	582.50	
Pizza for Meeting	0	0132_1612050000	13171.01.2017	20-221-221-52-5291-000C	82.62	
2017 IPRA Conference	0	0134_1612050000	13171.01.2017	20-000-000-16-1636-000C	585.00	

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number		Amount
Gift Certificates-Polar Express	0	0134_1612060000	13171.01.2017	20-350-000-52-5210-000C		200.00
Santa Express Team Lunch	0	0134_1612110000	13171.01.2017	20-350-000-52-5210-000C		108.15
Special Facilities Holiday Staff Meeting	0	0134_1612140000	13171.01.2017	20-350-000-52-5210-000C		364.02
Mailing- Mary Lubko Center	0	0165_1612080000	13171.01.2017	20-000-304-53-5302-000C		6.45
Holiday Gala Chocolate 12/15/16	0	0165_1612080000	13171.01.2017	20-000-304-53-5302-000C		93.60
Calameo Annual Subscription 012617-012518	0	0173_1612190000	13171.01.2017	20-000-000-16-1636-000C		636.00
Baseball and Softball Direct Mail	0	0181_1612010000	13171.01.2017	20-221-223-53-5304-000C		116.86
Baseball and Softball Direct Mail	0	0181_1612010000	13171.01.2017	20-221-223-53-5304-000C		327.54
Baseball and Softball Direct Mail	0	0181_1612010000	13171.01.2017	20-221-223-53-5304-000C		215.95
48 Vests for Ice Staff at CAC	0	0181_1612070000	13171.01.2017	20-000-000-53-5302-000C		169.92
Ice Grips and Handwarmers	0	0181_1612070000	13171.01.2017	20-000-000-53-5302-000C		159.65
New Battery for Sound System	0	0181_1612080000	13171.01.2017	20-000-000-53-5302-000C		82.09
Pitching Machine	0	0181_1612130000	13171.01.2017	20-221-223-53-5306-000C		1,095.00
Antiseptic Wipes	0	0181_1612140000	13171.01.2017	20-221-223-53-5306-000C		90.48
Antiseptic Wipes	0	0181_1612150000	13171.01.2017	20-221-223-53-5306-000C		3.12
3 Manplows for CAC Ice	0	0181_1612150000	13171.01.2017	20-000-000-53-5302-000C		148.00
Scoreboard Unit	0	0181_1612150000	13171.01.2017	20-000-000-53-5306-000C		995.38
Plastic Chair Tips	0	0182_1612020000	13171.01.2017	20-101-225-53-5302-000C		37.50
Supplies	0	0207_1612080000	13171.01.2017	20-220-112-53-5301-6610		23.92
Mobile Mini Warming Shelter Rental at CAC Ice	0	0208_1612100000	13171.01.2017	20-220-225-52-5210-000C		564.04
Mobile Mini Warming Shelter Rental at CAC Ice	0	0208_1612100000	13171.01.2017	20-220-225-52-5210-000C		819.38
Mobile Mini Warming Shelter at CAC Ice Rinks	0	0208_1612140000	13171.01.2017	20-220-225-52-5210-000C		854.38
Retirement Cake	0	0258_1612150000	13171.01.2017	20-224-220-53-5302-000C		34.99
Credit Voucher 2017 IPRA Conference	0	0258_1612210000	13171.01.2017	20-000-000-16-1636-000C		-175.00
Volunteer Training Pizza Reindeer Run	0	0280_1612010000	13171.01.2017	20-350-302-53-5346-1925		55.50
Staff Pizza 12/3/16 Reindeer Run	0	0280_1612030000	13171.01.2017	20-350-302-54-5432-000C		52.34
Lincoln Marsh Listing in Birthday Party Guide	0	0280_1612080000	13171.01.2017	20-000-112-53-5302-0000		150.00
Halloween Happening and Mother-Son BINGO	0	0280_1612080000	13171.01.2017	20-220-207-54-5426-000C		150.00
Sponsor/Partner Holiday Promo Gifts	0	0280_1612140000	13171.01.2017	20-350-415-54-5426-000C		554.76
Reindeer Run	0	0280_1612310000	13171.01.2017	20-350-302-54-5426-1925		7.78
Reindeer Run	0	0280_1612310000	13171.01.2017	20-350-302-54-5426-1925		25.00
2017 IPRA Conference	0	0314_1612050000	13171.01.2017	20-000-000-16-1636-000C		75.00
2017 IPRA Conference	0	0314_1612050000	13171.01.2017	20-000-000-16-1636-000C		75.00
2017 IPRA Conference	0	0314_1612050000	13171.01.2017	20-000-000-16-1636-000C		75.00
2017 IPRA Conference	0	0314_1612050000	13171.01.2017	20-000-000-16-1636-000C		150.00
Supply Totes	0	0314_1612060000	13171.01.2017	20-220-112-53-5301-6618		88.74
Office Supplies - Coffee	0	0314_1612120000	13171.01.2017	20-000-112-53-5302-0000		24.99
Hot Chocolate	0	0314_1612120000	13171.01.2017	20-000-112-53-5329-0000		29.45
Office Equipment Supply - Vacuum	0	0314_1612130000	13171.01.2017	20-000-112-53-5302-0000		129.99
Supplies - Hairnets	0	0314_1612160000	13171.01.2017	20-220-112-53-5301-6618		58.70
3/4 Inch Valve for Spa	0	0348_1612220000	13171.01.2017	20-101-000-53-5313-000C		39.09
2017 IPRA Conference	0	0349_1612140000	13171.01.2017	20-000-000-16-1636-000C		230.00
2017 IPRA Conference	0	0349_1612280000	13171.01.2017	20-000-000-16-1636-000C		315.00
Office Supplies	0	0355_1611300000	13171.01.2017	20-000-112-53-5302-0000		36.42
Supplies and Animal Care	0	0355_1612010000	13171.01.2017	20-220-112-53-5301-6610		23.03
Animal Care	0	0355_1612050000	13171.01.2017	20-220-112-53-5301-6610		1.28
Supplies	0	0355_1612090000	13171.01.2017	20-220-112-53-5301-6640		34.80
Animal Care- Terrarium Hood & Lamp	0	0355_1612120000	13171.01.2017	20-220-112-53-5301-6610		32.62
Supplies- Owl Pellets	0	0355_1612130000	13171.01.2017	20-000-112-53-5301-0000		59.35
Supplies- Fossil Sorting Kit	0	0355_1612140000	13171.01.2017	20-220-112-53-5301-6610		4.50
Supplies- Fossil Sorting Kit	0	0355_1612140000	13171.01.2017	20-000-112-53-5301-0000		33.35
Supplies- Beach Balls	0	0355_1612140000	13171.01.2017	20-220-112-53-5301-6609		333.00
Animal Care- Produce	0	0355_1612210000	13171.01.2017	20-220-112-53-5301-6610		7.72
Animal Care- Crickets	0	0355_1612210000	13171.01.2017	20-220-112-53-5301-6610		13.38
Stock Photos	0	0447_1612060000	13171.01.2017	20-350-303-54-5426-000C		49.00
Santa Beard and Wig	0	0454_1612060000	13171.01.2017	20-220-209-53-5301-9901		29.99
Ex Director & Library Director Meeting	0	0455_1612020000	13171.01.2017	20-000-000-54-5438-000C		7.91
Ex Director & Pond Lease Holder	0	0455_1612080000	13171.01.2017	20-000-000-54-5438-000C		13.37

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Executive Director & Transnational Meeting	0	0455_1612200000	13171.01.2017	20-000-000-54-5438-000C	15.73
				Ex Director & Ex Director Winfield Park Distric	0	0455_1612280000	13171.01.2017	20-000-000-54-5438-000C	13.00
				2017 IPRA Conference Ex Director	0	0463_1612070000	13171.01.2017	20-000-000-16-1636-000C	105.00
				2017 IPRA Conference Ex Asst	0	0463_1612070000	13171.01.2017	20-000-000-16-1636-000C	96.66
				Ex Director AZA Membership Dues 2016/2017	0	0463_1612120000	13171.01.2017	20-000-000-54-5425-000C	26.66
				Board Meeting Recorder	0	0463_1612130000	13171.01.2017	20-000-000-54-5401-000C	13.33
				Board Meeting Recorder	0	0463_1612140000	13171.01.2017	20-000-000-54-5401-000C	16.66
				Ex Director Airfare 2017 Golf Industry Show	0	0463_1612150000	13171.01.2017	20-000-000-16-1636-000C	68.56
				2017 IPRA Membership Dues Ex Director	0	0463_1612150000	13171.01.2017	20-000-000-16-1636-000C	84.66
				Job Posting for Athletic Manager	0	0470_1612210000	13171.01.2017	20-418-000-54-5426-000C	165.00
				Job Postings - Gymnastics Instructor and Preschr	0	0489_1612140000	13171.01.2017	20-418-000-54-5426-000C	39.60
				Food/Drink Supplies for Parks Staff at Rink	0	0520_1612150000	13171.01.2017	20-000-000-53-5302-000C	29.75
				Registration for Holiday Hoops Jam Fest	0	0553_1612010000	13171.01.2017	20-220-204-52-5280-4445	260.00
				Registration for Winter Hoops Classic	0	0553_1612060000	13171.01.2017	20-220-204-52-5280-4445	185.00
				Holiday Decorations and Party Supplies	0	0553_1612140000	13171.01.2017	20-220-204-52-5280-4445	34.82
				Santas Workshop for Tykes Supplies	0	0561_1612030000	13171.01.2017	20-220-209-53-5301-9911	70.15
				Toys for Toohey Park	0	0561_1612040000	13171.01.2017	20-000-000-53-5306-000C	74.98
				Credit for Return of Santas Workshop for Tykes	0	0561_1612040000	13171.01.2017	20-220-209-53-5301-9911	-7.50
				Santas Workshop for Tykes Supplies	0	0561_1612040000	13171.01.2017	20-220-209-53-5301-9911	13.28
				Magnatiles for Wide Horizons	0	0561_1612050000	13171.01.2017	20-000-000-53-5301-000C	233.98
				Magnatiles for Wide Horizons	0	0561_1612050000	13171.01.2017	20-220-207-53-5301-7732	233.98
				Santa Home Visit Supplies	0	0561_1612090000	13171.01.2017	20-220-209-53-5301-9901	20.97
				Cube Chair- Toohey/SC	0	0561_1612090000	13171.01.2017	20-220-207-53-5301-7707	54.50
				Rathje Preschool Supplies	0	0561_1612140000	13171.01.2017	20-220-207-53-5301-7732	182.64
				Athletic Equipment for Early Childhood Sportstr	0	0561_1612190000	13171.01.2017	20-220-203-53-5301-3303	289.29
				Construction Paper/Paint for Toohey Park	0	0561_1612190000	13171.01.2017	20-220-207-53-5301-7707	47.24
				Supplies for No Schoolapalooza	0	0561_1612220000	13171.01.2017	20-220-208-53-5301-8884	37.06
				Clips for Music Folders for Beyond Glee	0	0596_1612050000	13171.01.2017	20-000-304-53-5302-000C	22.36
				Fabric for Holiday Gala Centerpieces	0	0596_1612070000	13171.01.2017	20-220-304-53-5301-550C	20.77
				56 Meals for Pedal Pusher Holiday Party 12/08	0	0596_1612080000	13171.01.2017	20-220-304-52-5280-5501	640.00
				Program Supplies	0	0646_1612120000	13171.01.2017	20-220-112-53-5301-6610	2.99
				Program Supplies	0	0646_1612160000	13171.01.2017	20-220-112-53-5301-6618	73.98
				Program Supplies	0	0646_1612190000	13171.01.2017	20-220-112-53-5301-6618	155.95
				Shelter House Supplies	0	0646_1612210000	13171.01.2017	20-000-112-53-5329-0000	4.79
				Easel Board and Easel Pad	0	0646_1612270000	13171.01.2017	20-220-112-53-5301-6618	58.16
				Holesaw/Hooks/Screws	0	0646_1612270000	13171.01.2017	20-220-112-53-5301-6618	131.95
				Travel Basketball Tournament Supplies	0	0679_1612150000	13171.01.2017	20-220-204-53-5301-4447	11.70
Vendor Total:									21,406.30
04125	Cadence Health Foundation								
	Donation from Zumbathon Proceeds	153042	123116	13003.01.2017	20-350-302-54-5411-0000				600.00
Vendor Total:									600.00
04221	Plug & Pay Technologies								
	12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	20-000-000-52-5239-000C				98.35
	12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	20-000-112-52-5239-0000				15.00
	12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	20-000-304-52-5239-000C				15.00
Vendor Total:									128.35
04264	Deluxe Small Business Sales Inc								
	Deposit Slips	0	012417	141.01.2017	20-000-304-52-5214-000C				58.68
Vendor Total:									58.68
04267	Martin Whalen Group Inc								
	Community Center - Front Desk 123016-0129170		70547_0117	012.01.2017	20-224-220-52-5211-0000				36.58
	Community Center - Front Desk 013017-0227170		70547_0217	021.02.2017	20-224-220-52-5211-0000				36.58
	Parks Plus 123016-012917	0	70557_0117	012.01.2017	20-350-302-52-5211-0000				22.13

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Parks Plus 013017-022717	0	70557_0217	021.02.2017	20-350-302-52-5211-0000	22.13
				Fitness Center 011717-021617	0	70795_0217	014.01.2017	20-350-302-52-5211-0000	61.76
				Community Cntr 123016-012917	0	72100_0117	012.01.2017	20-224-220-52-5211-0000	27.46
				Community Center 013017-022717	0	72100_0217	021.02.2017	20-224-220-52-5211-0000	27.46
				Rice Pool 123016-012917	0	77847_0117	012.01.2017	20-222-232-52-5211-0000	11.17
				Rice Pool 013017-022717	0	77847_0217	021.02.2017	20-222-232-52-5211-0000	11.17
				Northside Pool 123016-012917	0	79033_0117	012.01.2017	20-222-231-52-5211-0000	6.38
				Northside Pool 013017-022717	0	79033_0217	021.02.2017	20-222-231-52-5211-0000	6.38
				Prairie - Marketing 123016-012917	0	MW81543_0117	012.01.2017	20-000-415-52-5211-0000	619.40
				Prairie - Marketing 013017-022717	0	MW81543_0217	021.02.2017	20-000-415-52-5211-0000	619.40
				Mary Lubko Center 123016-012917	0	MW81956_0117	012.01.2017	20-000-304-52-5211-0000	25.52
				Mary Lubko Center 013017-022717	0	MW81956_0217	021.02.2017	20-000-304-52-5211-0000	25.52
				Lincoln Marsh 123016-012917	0	MW81957_0117	012.01.2017	20-000-112-52-5211-0000	143.19
				Lincoln Marsh 013017-022717	0	MW81957_0217	021.02.2017	20-000-112-52-5211-0000	143.19
				Community Center 123016-012917	0	MW82133_0117	012.01.2017	20-224-220-52-5211-0000	196.16
				Community Center 013017-022717	0	MW82133_0217	021.02.2017	20-224-220-52-5211-0000	196.16
				Community Center 123016-012917	0	MW82278_0117	012.01.2017	20-000-000-52-5211-0000	118.19
				Community Center 013017-022717	0	MW82278_0217	021.02.2017	20-000-000-52-5211-0000	118.19
								Vendor Total:	2,474.12
04276	Handlon, Cristin			Mileage Reimbursement December 2016	0	123116	13002.01.2017	20-000-000-54-5422-0000	71.69
								Vendor Total:	71.69
04287	Global Payments Inc			12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017	20-350-303-52-5239-0000	2.00
				12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017	20-000-000-52-5239-0000	3,908.81
				12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017	20-000-112-52-5239-0000	35.79
				12/16 Merchant CC Procesing Fees	0	123116	13141.01.2017	20-000-304-52-5239-0000	74.75
								Vendor Total:	4,021.35
04296	Culligan DuPage Soft Water Service Inc			Water Cooler Rental January 2017	153121	261966_0117R	014.01.2017	20-224-220-52-5220-0000	12.00
				Drinking Water- Community Center Office & Dc	153121	261966_1216W	13004.01.2017	20-224-220-53-5302-0000	82.60
				Water Cooler Rental January 2017	153121	261982_0117R	014.01.2017	20-000-304-52-5220-0000	6.00
				Water Cooler Rental January 2017	153121	261990_0117R	014.01.2017	20-000-112-53-5302-0000	6.00
				Drinking Water- Lincoln Marsh	153121	261990_1216W	13004.01.2017	20-000-112-53-5302-0000	41.30
								Vendor Total:	147.90
04374	Wheaton Bank and Trust Company			12/16 WB&T Service Charges that Exceeded Mr 0		123116	13141.01.2017	20-000-000-52-5214-0000	108.92
								Vendor Total:	108.92
04482	Cameron, Ronald			Entertainment for Sunshine Luncheon	152979	022117	012.01.2017	20-220-304-52-5280-5501	200.00
								Vendor Total:	200.00
04496	Slager, Elizabeth			Mileage Reimbursement December 2016	0	123116	13003.01.2017	20-224-220-54-5422-0000	24.30
								Vendor Total:	24.30
04529	DeSitter Flooring Inc.			Flooring for Entrance Area at Parks Plus Fitness	152987	CG604509	13002.01.2017	20-350-302-53-5306-0000	8,686.52
								Vendor Total:	8,686.52
04558	Manitoqua Ministries Inc			Field Trip Camp Manitoqua June 30 2017	153204	63017-34-9	021.02.2017	20-220-112-52-5280-6618	218.40

Fund Description						
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Field Trip Camp Manitoqua July 21 2017	153204	72117-34-10	021.02.2017	20-220-112-52-5280-6618	218.40
					Vendor Total:	436.80
04693	Schneider, Victoria					
	Mileage Reimbursement December 2016	0	123116	13003.01.2017	20-224-220-54-5422-000C	38.88
					Vendor Total:	38.88
04848	Perfect Cleaning Service Inc.					
	CC Cleaning Service January 2017	153216	43435	021.02.2017	20-101-220-52-5212-000C	4,950.00
					Vendor Total:	4,950.00
04887	PCS Industries Inc					
	Custodial Supplies	153146	12912895	014.01.2017	20-101-220-53-5316-000C	814.13
	Custodial Supplies	153146	12915550	014.01.2017	20-101-220-53-5316-000C	100.26
	Building Supplies	153215	12922561	021.02.2017	20-101-000-53-5313-000C	67.20
	Building Supplies	153215	12922562	021.02.2017	20-101-000-53-5313-000C	658.40
					Vendor Total:	1,639.99
04895	MailFinance Inc					
	Community Center Postage Meter Lease 11/06/1	153066	N6326154	13003.01.2017	20-224-220-52-5220-000C	1,077.00
					Vendor Total:	1,077.00
04896	Mailroom Finance Inc					
	Prairie Postage Refill 12/9/16	153003	120916	13002.01.2017	20-000-000-53-5304-000C	1,000.00
					Vendor Total:	1,000.00
04922	Haynes, Sandra E					
	Entertainer Valentines Dance 2/9/17	152994	2791	012.01.2017	20-220-304-52-5280-5501	400.00
					Vendor Total:	400.00
05029	Arena Development Enterprises LLC					
	Fall Session Two	152975	122116	13002.01.2017	20-220-208-52-5280-8813	1,960.20
					Vendor Total:	1,960.20
05220	EVP Academies LLC					
	EVP Winter Break Camp	0	1352	13005.02.2017	20-220-203-52-5280-3305	326.70
					Vendor Total:	326.70
05264	RJSisson Inc					
	Music Together December Classes	153015	1107	13002.01.2017	20-220-207-52-5280-774C	2,394.48
					Vendor Total:	2,394.48
05291	Ronald McDonald House Charities of Chicagoland					
	Zumbathon Proceeds	153082	123116	13003.01.2017	20-350-302-54-5411-0000	400.00
					Vendor Total:	400.00
05293	ERC Wiping Products Inc.					
	Supplies	152989	577077	13002.01.2017	20-350-302-53-5335-000C	305.47
					Vendor Total:	305.47
05319	Rotary Club of Central DuPage AM					
	Rotary Dues 1/1/17-3/31/17	153223	010117	021.02.2017	20-000-000-54-5425-000C	104.33
					Vendor Total:	104.33
05430	B1 & C1					
	Lets Play Winter Break Classic PE Games and Iv	153176	Winter2016a	13005.02.2017	20-220-203-52-5280-3387	676.20

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Lets Play Winter Break Team Handball	153176	Winter2016b	13005.02.2017	20-220-203-52-5280-3387	1,291.85
				Lets Play Winter Break Jedi Training/Ninja Cam	153176	Winter2016c	13005.02.2017	20-220-203-52-5280-3387	2,237.55
Vendor Total:									4,205.60
05482	Purser, Colin								
	Reimbursement for Supplies/Equip- 13U Warriors	153080	010517	13003.01.2017	20-221-223-54-5403-4455				443.46
	Reimbursement for 13U Travel Team Tournamer	153080	010517.2	013.01.2017	20-221-223-54-5403-4455				414.54
	Reimbursement for 13U Travel Team Tournamer	153080	010517.2	013.01.2017	20-221-223-54-5405-4455				385.46
Vendor Total:									1,243.46
05713	Vanguard Energy Services L.L.C.								
	Community Cntr 120116-123116	153026	7718490000_1216	13002.01.2017	20-224-220-52-5261-0000				3,860.77
	Rice Pool 120116-123116	153026	7718490000_1216	13002.01.2017	20-222-232-52-5261-0000				1,286.92
Vendor Total:									5,147.69
05757	Republic Services Inc.								
	Parks 020117-022817	153222	0128491_0217	021.02.2017	20-000-000-52-5263-0000				20.50
	Rice Pool 020117-022817	153222	0128491_0217	021.02.2017	20-222-232-52-5263-0000				45.10
	Community Center 020117-022817	153222	0128491_0217	021.02.2017	20-224-220-52-5263-0000				159.90
Vendor Total:									225.50
05758	Dock & Door National LLC								
	Material to Furnish Party Room Doors	153050	10553	013.01.2017	20-101-225-53-5313-0000				58.00
Vendor Total:									58.00
05765	Law Offices of Schirott, Luetkehans & Garner LLC								
	Services through 12/20/16	153135	16	13004.01.2017	20-000-000-52-5207-0000				432.67
	Services through 12/20/16	153135	8	13004.01.2017	20-000-000-52-5207-0000				688.34
Vendor Total:									1,121.01
05772	Windstream Holdings Inc.								
	Recreation Feb 2017	153098	Contract 4520_0217	013.01.2017	20-000-000-52-5211-0000				320.00
Vendor Total:									320.00
05810	US Bank Equipment Finance								
	Marketing Jan 2017	153090	81543_0117	013.01.2017	20-000-415-52-5211-0000				568.04
	Mary Lubko Center Jan 2017	153090	81956_0117	013.01.2017	20-000-304-52-5211-0000				113.61
	Lincoln Marsh Jan 2017	153090	81957_0117	013.01.2017	20-000-112-52-5211-0000				113.61
	Community Center Jan 2017	153090	82133_0117	013.01.2017	20-224-220-52-5211-0000				517.23
	Community Center Jan 2017	153090	82278_0117	013.01.2017	20-000-000-52-5211-0000				272.66
Vendor Total:									1,585.15
05824	AMZO Zip Mailing Services Inc.								
	Spring Guide Delivery	153171	14478	021.02.2017	20-000-415-52-5210-0000				12,882.00
Vendor Total:									12,882.00
05875	Day Robert & Morrison P.C.								
	Services through Dec 21 2016	153049	29195	13003.01.2017	20-000-000-52-5207-0000				111.00
Vendor Total:									111.00
05879	ANPI Business LLC								
	Clocktower 010117-013117	153038	111390_0117	013.01.2017	20-350-303-52-5262-0000				37.40
	Leagues 010117-013117	153038	111390_0117	013.01.2017	20-220-204-52-5262-0000				81.60
	Mary Lubko Ctr 010117-013117	153038	111390_0117	013.01.2017	20-000-304-52-5262-0000				85.01
	Lincoln Marsh 010117-013117	153038	111390_0117	013.01.2017	20-000-112-52-5262-0000				132.61
	Rec Dept 010117-013117	153038	111390_0117	013.01.2017	20-000-000-52-5262-0000				64.61

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				CC Maint 010117-013117	153038	111390_0117	013.01.2017	20-101-000-52-5262-000C	20.40
				Marketing 010117-013117	153038	111390_0117	013.01.2017	20-000-415-52-5262-000C	91.81
				Athletics 010117-013117	153038	111390_0117	013.01.2017	20-220-203-52-5262-000C	85.01
				Programs 010117-013117	153038	111390_0117	013.01.2017	20-220-000-52-5262-000C	119.01
				Comm Center 010117-013117	153038	111390_0117	013.01.2017	20-224-220-52-5262-000C	360.43
				Rice Pool 010117-013117	153038	111390_0117	013.01.2017	20-222-232-52-5262-000C	119.02
				NS Pool 010117-013117	153038	111390_0117	013.01.2017	20-222-231-52-5262-000C	88.40
				Spec Fac 010117-013117	153038	111390_0117	013.01.2017	20-350-000-52-5262-000C	44.21
				PPF 010117-013117	153038	111390_0117	013.01.2017	20-350-302-52-5262-000C	146.21
Vendor Total:									1,475.73
05889	Schumacher, Nick			Dog Training 2nd Session Nov 2016	153017	November 2016	13002.01.2017	20-220-305-52-5280-1068	420.00
				Dog Training 1st Session Sept 2016	153017	September 2016	13002.01.2017	20-220-305-52-5280-1068	504.00
Vendor Total:									924.00
05933	Charhouse LLC			Deposit John and Tonys Restaurant 5/2/17 Event 152981		050217	012.01.2017	20-220-304-52-5280-5501	200.00
Vendor Total:									200.00
05975	SESAC			2017 Annual Fee	153083	296770_0117	013.01.2017	20-000-000-54-5425-000C	430.67
Vendor Total:									430.67
05982	Davis Athletic Equipment Co.			Deliver & Install Padding on Ceiling of Soccer C	152985	16-9024	13002.01.2017	20-000-000-53-5306-000C	1,460.00
				Stretching Mat	152985	16-9024	13002.01.2017	20-224-220-53-5306-000C	360.00
				Door Pads for Doors in Upstairs Soccer Gym at C	153189	17-1020	021.02.2017	20-000-000-53-5306-000C	500.00
Vendor Total:									2,320.00
05984	BCN Telecom Inc.			Lincoln Marsh 011517-021417	153105	BOC04598_0217	014.01.2017	20-000-112-52-5262-0000	55.69
				CAC 011517-021417	153105	BOC04598_0217	014.01.2017	20-220-203-52-5262-000C	55.69
				Programs 011517-021417	153105	BOC04598_0217	014.01.2017	20-220-000-52-5262-000C	55.69
				Northside Pool 011517-021417	153105	BOC04598_0217	014.01.2017	20-222-231-52-5262-000C	55.69
				Comm Ctr 011517-021417	153105	BOC04598_0217	014.01.2017	20-224-220-52-5262-000C	222.76
Vendor Total:									445.52
06017	Rosenwinkel, Tara			Mileage Reimbursement December 2016	153016	123116	13002.01.2017	20-220-112-53-5301-6640	16.74
Vendor Total:									16.74
06064	Gilroy, Lynn Margaret			Reimbursement for Tournament Entry	153193	012617	13005.02.2017	20-220-204-53-5301-4448	155.00
Vendor Total:									155.00
06073	Redlok Productions Inc.			Rams Coach Shirts and Jr Coach T-Shirts	153220	609	13005.02.2017	20-221-221-53-5301-000C	1,215.00
				Junior Coach Shirts	153220	618	13005.02.2017	20-221-221-53-5301-000C	285.00
Vendor Total:									1,500.00
06074	Jones, Bryan			EFT Refund	153000	010317	13002.01.2017	20-350-302-42-4200-2107	111.00
				EFT Refund	153000	010317	012.01.2017	20-350-302-42-4200-2107	37.00
Vendor Total:									148.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
06077	T-Rexplorers LLC			T-Rexplorers Winter Camp	153159	201733001	13004.01.2017	20-220-208-52-5280-886C	479.16
Vendor Total:									479.16
06079	Chicago Cheetahs			Tournament Entry Fee for 14U Wildcats	153112	011717	014.01.2017	20-221-223-54-5403-4455	445.00
Vendor Total:									445.00
TMP*2350	Alagna, Jennifer			No Schoolapalooza Refund for Alagna	153100	1867246	163.01.2017	20-000-000-20-2025-000C	35.00
				No Schoolapalooza Refund for Alagna	153100	1867617	163.01.2017	20-000-000-20-2025-000C	35.00
Vendor Total:									70.00
TMP*2867	Glynn, Erin			Wide Horizons Old 2 Refund for Glynn	153032	1865471	162.01.2017	20-000-000-20-2025-000C	333.82
Vendor Total:									333.82
TMP*2868	Lindquist, Scott			KinderBallet Refund for Lindquist	153033	1866030	162.01.2017	20-000-000-20-2025-000C	156.00
Vendor Total:									156.00
TMP*2869	Volz, Elizabeth			Li'l Chefs Refund for Volz	153034	1866507	162.01.2017	20-000-000-20-2025-000C	72.00
Vendor Total:									72.00
Fund Total:									187,644.52
22	Cosley Zoo			Alarm Detection Systems					
00019	Alarm Detection Systems			Cosley Zoo Feb-Apr 2017	0	161830_0217	014.01.2017	22-101-000-52-5211-0000	114.36
Vendor Total:									114.36
00020	Albertsons			Produce	152973	PX01L0DF3B	13002.01.2017	22-501-000-53-5339-000C	67.63
Vendor Total:									67.63
00045	Animal Feeds and Needs			Bagged Feed	153037	1097394	13003.01.2017	22-501-000-53-5339-000C	36.54
				Bagged Feed	153037	1097598	13003.01.2017	22-501-000-53-5339-000C	1.56
				Pine Shavings	152974	1097875	13002.01.2017	22-501-000-53-5336-000C	177.00
				Bagged Feed	152974	1097875	13002.01.2017	22-501-000-53-5339-000C	421.36
				Pine/PDZ	153103	1099531	014.01.2017	22-501-000-53-5336-000C	190.99
				Bagged Feed	153103	1099531	014.01.2017	22-501-000-53-5339-000C	675.65
Vendor Total:									1,503.10
00064	AT&T			District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	22-101-000-52-5262-000C	0.45
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	22-501-000-52-5262-000C	38.83
Vendor Total:									39.28
00152	Buikemas Ace Hardware			Electrical Tape/Extension Cords	153109	287504A	13004.01.2017	22-501-000-53-5312-000C	30.55
				Cosley Bird Heater	153109	287527A	13004.01.2017	22-101-000-53-5311-0000	16.63
				Extension Cord/Cube Tap for Christmas Lights	153109	287612A	13004.01.2017	22-501-000-53-5312-000C	20.68
				Dust Pans	153109	287669A	13004.01.2017	22-101-000-53-5345-000C	16.16

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									84.02
00193	City of Wheaton								
	Cosley Zoo 120816-010417	153115	0310000100_0117	014.01.2017		22-501-000-52-5264-0000			139.55
	Cosley Zoo 120816-010417	153115	0310000200_0117	014.01.2017		22-501-000-52-5264-0000			175.05
	Cosley Bobcat 120816-010417	153115	0310000300_0117	014.01.2017		22-501-000-52-5264-0000			247.28
Vendor Total:									561.88
00240	Duchaj Bros.								
	150 Bales Hay	153052	010617	013.01.2017		22-501-000-53-5339-0000			900.00
Vendor Total:									900.00
00294	Fox River Foods Inc.								
	Table Coverings for Rentals	153124	3384480	13004.01.2017		22-501-000-53-5392-0000			233.09
Vendor Total:									233.09
00417	Constellation NewEnergy Inc.								
	Cosley Zoo 121416-011717	153188	8519798002_0117	021.02.2017		22-501-000-52-5260-0000			4,788.78
Vendor Total:									4,788.78
00437	Reedy Equipment Services Inc.								
	Ice Machine Rental January 2017	153152	0141234	014.01.2017		22-501-000-52-5220-0000			39.67
Vendor Total:									39.67
00447	ILLINOIS EQUINE FIELD SERVICE								
	Prascend	153063	80410	13003.01.2017		22-501-000-53-5309-0000			342.00
Vendor Total:									342.00
00458	IMAGE SPORTSWEAR & SOUVENIRS								
	Long-Sleeved Shirts	152999	20160931	13002.01.2017		22-501-000-53-5330-0000			910.20
Vendor Total:									910.20
00680	Northern Illinois Gas Company								
	Cosley Zoo 121216-011217	153073	3015221000_0117	013.01.2017		22-501-000-52-5261-0000			320.25
	Cosley Zoo 121216-011217	153143	5450490000_0117	014.01.2017		22-501-000-52-5261-0000			462.77
Vendor Total:									783.02
00734	PAYCHEX MAJOR MARKET SERVICES								
	January 2017 Paychex ESR Service	0	15761075	141.01.2017		22-000-000-52-5211-0000			9.39
	01/06/2017 Payroll Processing	0	47463	141.01.2017		22-000-000-52-5211-0000			330.29
	01/20/2017 Payroll Processing	0	49182	141.01.2017		22-000-000-52-5211-0000			23.21
Vendor Total:									362.89
00738	CTM Group Inc.								
	Reimbursement of 75% of Souvenir Penny Sales	152983	Pen11Dec-1223	13002.01.2017		22-501-000-54-5433-0000			29.62
Vendor Total:									29.62
00851	Shanes Office Products								
	Office Supplies- Cosley	0	13869	13002.01.2017		22-501-000-53-5302-0000			194.11
Vendor Total:									194.11
01023	Waste Management of Illinois Inc								
	Cosley Zoo Feb 2017	153233	12272093002_0217	021.02.2017		22-501-000-52-5263-0000			789.83
Vendor Total:									789.83
01043	Wheaton Sanitary District								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Cosley Zoo 120716-010717	153164	026475000_0117	014.01.2017	22-501-000-52-5264-000C	45.81
				Cosley Zoo 120716-010717	153164	026477000_0117	014.01.2017	22-501-000-52-5264-000C	61.16
								Vendor Total:	106.97
01082	Young's Grain Farms			147 Bales Straw	153165	625619	014.01.2017	22-501-000-53-5336-000C	624.75
								Vendor Total:	624.75
03754	Comcast Cable			Cosley Zoo 011117-021017	153045	87712047625845_02	013.01.2017	22-501-000-52-5211-0000	104.85
								Vendor Total:	104.85
03958	Chicago Metropolitan Fire Prevention Company			Cosley House 010117-033117	153183	WH6323_0117	021.02.2017	22-101-000-52-5211-0000	255.00
				Cosley Zoo 010117-033117	153183	WH6678_0117	021.02.2017	22-101-000-52-5211-0000	255.00
				Cosley Zoo 010117-033117	153183	WH6936_0117	021.02.2017	22-101-000-52-5211-0000	255.00
				Cosley Zoo 010117-033117	153183	WH6945_0117	021.02.2017	22-101-000-52-5211-0000	255.00
								Vendor Total:	1,020.00
04121	UMB Bank N.A.			Dec 2016 Advertising for Cosley	0	0173_1612010000	13171.01.2017	22-350-415-54-5426-000C	20.75
				Enrichment Supplies	0	0217_1612030000	13171.01.2017	22-501-000-53-5336-000C	134.93
				Staff Recognition	0	0217_1612100000	13171.01.2017	22-501-000-53-5302-000C	315.35
				Enrichment Supplies	0	0217_1612150000	13171.01.2017	22-501-000-53-5336-000C	33.93
				Supplies- Staff Year End Party	0	0217_1612190000	13171.01.2017	22-501-000-53-5302-000C	269.92
				Supplies- Staff Year End Party	0	0217_1612210000	13171.01.2017	22-501-000-53-5302-000C	100.00
				Charge Made in Error Credit Issued 12/22	0	0217_1612210000	13171.01.2017	22-501-000-53-5338-000C	29.67
				Credit for Charge Made In Error on 12/21	0	0217_1612220000	13171.01.2017	22-501-000-53-5338-000C	-29.67
				Training Doors- Raccoon	0	0217_1612220000	13171.01.2017	22-501-000-53-5338-000C	175.79
				Insects for Animal Diets	0	0241_1612010000	13171.01.2017	22-501-000-53-5339-000C	54.00
				Respirator Hoods for Barn Fogging	0	0241_1612020000	13171.01.2017	22-501-000-53-5336-000C	113.99
				Produce and Juice for Training Purposes	0	0241_1612020000	13171.01.2017	22-501-000-53-5339-000C	25.07
				Rodents for Animal Diets	0	0241_1612070000	13171.01.2017	22-501-000-53-5339-000C	695.00
				Produce for Animal Diets	0	0241_1612090000	13171.01.2017	22-501-000-53-5339-000C	52.01
				Heated Water Bowls-Water Trough Heaters-Shov	0	0241_1612090000	13171.01.2017	22-501-000-53-5336-000C	130.07
				Electric Fence Supplies	0	0241_1612130000	13171.01.2017	22-501-000-53-5336-000C	48.73
				Quail for Animal Diets	0	0241_1612130000	13171.01.2017	22-501-000-53-5339-000C	143.54
				Produce for Animal Diets	0	0241_1612160000	13171.01.2017	22-501-000-53-5339-000C	38.46
				Insects for Animal Diets	0	0241_1612190000	13171.01.2017	22-501-000-53-5339-000C	42.00
				Medication for Great Horned Owl	0	0241_1612210000	13171.01.2017	22-501-000-53-5309-000C	60.30
				Insects for Animal Diets	0	0241_1612220000	13171.01.2017	22-501-000-53-5339-000C	54.00
				Eco Earth Substrate	0	0241_1612230000	13171.01.2017	22-501-000-53-5336-000C	9.99
				Ziplock Baggies	0	0241_1612230000	13171.01.2017	22-501-000-53-5336-000C	2.98
				Rubber Gloves and Produce for Animal Diets	0	0241_1612230000	13171.01.2017	22-501-000-53-5339-000C	40.76
				Worms and Fish for Animal Diets	0	0241_1612230000	13171.01.2017	22-501-000-53-5339-000C	87.25
				Filters	0	0241_1612280000	13171.01.2017	22-501-000-53-5336-000C	126.97
				Filters	0	0241_1612290000	13171.01.2017	22-501-000-53-5336-000C	-126.97
				Heaters	0	0241_1612300000	13171.01.2017	22-501-000-53-5336-000C	109.80
				Heaters	0	0241_1612300000	13171.01.2017	22-501-000-53-5336-000C	-109.80
				Santa's Craft Corner at Cosley	0	0280_1612080000	13171.01.2017	22-350-415-54-5426-000C	150.00
				2017 AZA Membership	0	0308_1612020000	13171.01.2017	22-000-000-16-1636-000C	95.00
				Lunch for Staff Involved in Interviews	0	0308_1612080000	13171.01.2017	22-501-000-53-5302-000C	63.80
				Zoo Logo Table Covering	0	0308_1612130000	13171.01.2017	22-501-000-53-5302-000C	202.78
				Replacement Tables for Rentals	0	0308_1612140000	13171.01.2017	22-501-000-53-5392-000C	599.99
				Craft Supplies for Bear Paddle Event	0	0308_1612140000	13171.01.2017	22-220-206-53-5301-669C	9.96
				Postage to Return an Animal Care Item	0	0308_1612280000	13171.01.2017	22-501-000-53-5304-000C	13.25
				Fish	0	0308_1612300000	13171.01.2017	22-501-000-53-5339-000C	150.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Education Verification for Zookeeper	0	0470_1612300000	13171.01.2017	22-418-000-54-5426-000C	12.50
				Anchors for Walls	0	0538_1611300000	13171.01.2017	22-101-000-53-5313-000C	9.98
				PVC Pipe for Turtle Tubs	0	0538_1611300000	13171.01.2017	22-101-000-53-5311-0000	7.70
				PVC Pipe for Turtle Tubs	0	0538_1611300000	13171.01.2017	22-101-000-53-5345-000C	14.79
				Landscape Adhesive for Pavers	0	0538_1611300000	13171.01.2017	22-101-000-53-5331-000C	4.97
				Drills and New Tools	0	0538_1612010000	13171.01.2017	22-101-000-53-5345-000C	675.12
				New Water Fountain	0	0538_1612150000	13171.01.2017	22-501-000-53-5311-0000	998.67
				New Bobcat Pump	0	0538_1612150000	13171.01.2017	22-501-000-53-5311-0000	450.39
				E.P.T Supplies and Beverages for Holiday Party	0	0538_1612190000	13171.01.2017	22-501-000-53-5302-000C	162.76
				4x4 Posts and Plywood	0	0538_1612210000	13171.01.2017	22-101-000-53-5313-000C	315.29
				Drain Cleaner	0	0538_1612220000	13171.01.2017	22-501-000-53-5311-0000	2.48
				Filters	0	9011_1612280000	13171.01.2017	22-501-000-53-5336-000C	126.97
				Heaters	0	9011_1612300000	13171.01.2017	22-501-000-53-5336-000C	109.80
Vendor Total:									6,825.02
04213	Welding Industrial Supply Co Inc			Oxygen	153095	2019237	13003.01.2017	22-501-000-53-5336-000C	43.03
Vendor Total:									43.03
04221	Plug & Pay Technologies			12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	22-501-000-52-5239-000C	77.95
Vendor Total:									77.95
04267	Martin Whalen Group Inc			Cosley Zoo 123016-012917	0	MW81955_0117	012.01.2017	22-501-000-52-5211-0000	20.11
				Cosley Zoo 013017-022717	0	MW81955_0217	021.02.2017	22-501-000-52-5211-0000	20.11
Vendor Total:									40.22
04296	Culligan DuPage Soft Water Service Inc			Water Cooler Rental January 2017	153121	261974_0117R	014.01.2017	22-501-000-52-5220-000C	6.00
				Drinking Water- Cosley	153121	261974_1216W	13004.01.2017	22-501-000-52-5220-000C	82.60
Vendor Total:									88.60
05361	o8o Leasing LLC			Reimbursement of 75% of Wind Machine Sales	153010	1116	13002.01.2017	22-501-000-54-5433-000C	106.51
Vendor Total:									106.51
05757	Republic Services Inc.			Cosley Zoo 020117-022817	153222	0128491_0217	021.02.2017	22-501-000-52-5263-000C	20.50
Vendor Total:									20.50
05772	Windstream Holdings Inc.			Cosley Feb 2017	153098	Contract 4520_0217	013.01.2017	22-000-000-52-5211-0000	64.00
Vendor Total:									64.00
05810	US Bank Equipment Finance			Cosley Jan 2017	153090	81955_0117	013.01.2017	22-501-000-52-5211-0000	113.61
Vendor Total:									113.61
05818	Ciribassi, Elise Stern			Gigli Wire	153113	25	014.01.2017	22-501-000-53-5336-000C	11.00
Vendor Total:									11.00
05879	ANPI Business LLC			Cosley 010117-013117	153038	111390_0117	013.01.2017	22-501-000-52-5262-000C	316.24

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
05984	BCN Telecom Inc.							Vendor Total:	316.24
	Cosley 011517-021417	153105	BOC04598_0217	014.01.2017				22-501-000-52-5262-000C	55.69
								Vendor Total:	55.69
								Fund Total:	21,362.42
23	Liability								
00725	Park District Risk Mgmt Agency								
	Property	153077	December 2016	13003.01.2017				23-000-000-52-5270-000C	13,740.23
	Liability	153077	December 2016	13003.01.2017				23-000-000-52-5271-000C	6,111.30
	Worker's Comp	153077	December 2016	13003.01.2017				23-000-000-52-5273-000C	19,276.16
	Employment Practice	153077	December 2016	13003.01.2017				23-000-000-52-5276-000C	2,347.73
	Pollution	153077	December 2016	13003.01.2017				23-000-000-52-5277-000C	401.84
								Vendor Total:	41,877.26
05076	Occupational Health Centers of Illinois PC								
	Pre-Placement - FT EE 12/23/16	0	1009833046	13002.01.2017				23-418-000-52-5208-000C	224.50
								Vendor Total:	224.50
								Fund Total:	42,101.76
26	IMRF								
00465	I.M.R.F.								
	IMRF December 2016	0	123116	141.01.2017				26-000-000-21-2124-000C	57,742.49
								Vendor Total:	57,742.49
								Fund Total:	57,742.49
30	Debt Service								
00879	Speer Financial Inc								
	Municipal Advisor Fees 11/15/16 Service	153085	168-16	13003.01.2017				30-000-000-52-5215-000C	7,347.45
	Term Sheet Preparation/Dissemination	153085	168-16	13003.01.2017				30-000-000-52-5215-000C	250.00
	SpeerBids Online Bidding System	153085	168-16	13003.01.2017				30-000-000-52-5215-000C	250.00
								Vendor Total:	7,847.45
								Fund Total:	7,847.45
40	Capital Projects								
00057	Armbrust Plumbing & Air Conditioning Inc.								
	Installed 120 Gallon Storage Tank as Needed	153039	0000093007	13003.01.2017				40-000-187-57-5701-000C	3,957.00
								Vendor Total:	3,957.00
00064	AT&T								
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017				40-101-000-52-5262-000C	9.96
								Vendor Total:	9.96
00152	Buikemas Ace Hardware								
	Ice Rink Material	153109	287734A	13004.01.2017				40-000-187-57-5701-000C	7.92
	Ice Rink Material	153109	287798A	13004.01.2017				40-000-187-57-5701-000C	15.94
	Ice Rink Material	153109	287801A	13004.01.2017				40-000-187-57-5701-000C	30.53
	Ice Rink Material	153109	287807A	13004.01.2017				40-000-187-57-5701-000C	29.92
	Ice Rink Supplies	153109	354540B	13004.01.2017				40-000-187-57-5701-000C	6.81

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									91.12
00192	City of Wheaton								
Permit Fee		153114	201601676	014.01.2017		40-800-828-57-5701-000C			7,836.46
Vendor Total:									7,836.46
00655	NAPCO STEEL INC.								
Hot Rolled Plate/Black Pipe CAC		0	402220	13005.02.2017		40-000-187-57-5701-000C			3,450.75
Credit Less Restock Fee for Inv# 402220		0	CR . 403245	13005.02.2017		40-000-187-57-5701-000C			-1,090.10
Vendor Total:									2,360.65
00662	National Seed								
Ice Melter Packets		153142	566162SI	13004.01.2017		40-101-000-53-5302-000C			1,394.50
Vendor Total:									1,394.50
00980	Unilock Chicago Inc.								
Stones for Step at CAC		153088	SIN2336428	13003.01.2017		40-000-187-57-5701-000C			887.00
Vendor Total:									887.00
02300	Home Depot Credit Services								
CAC Ice Rink Supplies		152997	5200401	13002.01.2017		40-000-187-57-5701-000C			4.96
Graf Garage Supplies		152997	5210424	13002.01.2017		40-800-815-53-5393-000C			90.99
CAC Stairs		152997	7200008	13002.01.2017		40-000-187-57-5701-000C			62.76
Shoe Cubbies for Ice Rink		152997	7210630	13002.01.2017		40-000-187-57-5701-000C			489.00
Vendor Total:									647.71
02798	Williams Architects								
Memorial Park Amphitheater 12/1/16-12/31/16		153238	0017551	13005.02.2017		40-800-825-57-5701-000C			1,555.71
Vendor Total:									1,555.71
02865	Monarch Fire Protection Inc.								
Ice Rink		153072	13008	13003.01.2017		40-000-187-57-5701-000C			394.98
Ice Rink		153072	13009	13003.01.2017		40-000-187-57-5701-000C			1,023.55
Vendor Total:									1,418.53
03125	Engineering Resource Associates Inc.								
Rathje Park		152988	150511.16	13002.01.2017		40-800-828-57-5701-000C			3,853.60
Atten Bridge		152988	150512.10	13002.01.2017		40-000-000-52-5205-000C			200.00
Vendor Total:									4,053.60
04121	UMB Bank N.A.								
CAC Skate Flag Poles		0	0249_1612010000	13171.01.2017		40-000-187-57-5701-000C			94.48
Clamps for CAC Skate Flags		0	0249_1612130000	13171.01.2017		40-000-187-57-5701-000C			11.88
Backer Rod for CAC Flag Poles		0	0249_1612130000	13171.01.2017		40-000-187-57-5701-000C			5.98
CAC Electric Heater Ice Rink Storage		0	0298_1612080000	13171.01.2017		40-000-187-57-5701-000C			194.21
Rubber Flooring Rolls		0	0298_1612090000	13171.01.2017		40-000-187-57-5701-000C			4,531.00
Springs Electrical Tape and Eye Bolts		0	0363_1612220000	13171.01.2017		40-000-187-57-5701-000C			99.88
Straight from the Tap Raffle License		0	0439_1612210000	13171.01.2017		40-000-000-16-1636-000C			51.00
Milwaukee Holesaw Blades		0	0496_1612190000	13171.01.2017		40-000-187-57-5701-000C			76.85
Rubber Hoses/Transfer Pump/Adaptor Valves/Bt		0	0496_1612200000	13171.01.2017		40-000-187-57-5701-000C			212.32
Blow Gun/Gorilla Grip/Rubber Air Hose/Compr		0	0496_1612200000	13171.01.2017		40-000-187-57-5701-000C			350.72
Steel Threadplate Tool Box/17 Gallon Tote/Bras		0	0496_1612220000	13171.01.2017		40-000-187-57-5701-000C			47.87
Ice Rink Material		0	0496_1612270000	13171.01.2017		40-000-187-57-5701-000C			24.76
Ice Rink Material		0	0496_1612280000	13171.01.2017		40-000-187-57-5701-000C			60.64
CAC Supplies		0	0496_1612280000	13171.01.2017		40-000-187-57-5701-000C			18.32
Pipe End Cap		0	0504_1612080000	13171.01.2017		40-000-187-57-5701-000C			112.57

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Mailing for Planning	0	0504_1612290000	13171.01.2017	40-000-000-53-5304-000C	6.68
				Red Dye for Ice Rink	0	0504_1612290000	13171.01.2017	40-000-187-57-5701-000C	88.00
				Hose and Utility Pump	0	0546_1611300000	13171.01.2017	40-000-187-57-5701-000C	129.47
				Electrical Work for Ice Rinks	0	0546_1612010000	13171.01.2017	40-000-187-57-5701-000C	8.80
				Materials for Mobile Mini Units	0	0546_1612080000	13171.01.2017	40-000-187-57-5701-000C	580.13
				Materials for Mobile Mini Units	0	0546_1612080000	13171.01.2017	40-000-187-57-5701-000C	31.90
				PVC Cap Slip	0	0546_1612080000	13171.01.2017	40-000-187-57-5701-000C	1.80
				CAC Ice Rink Material	0	0546_1612090000	13171.01.2017	40-000-187-57-5701-000C	387.92
				(2) Electric Utility Heaters	0	0546_1612100000	13171.01.2017	40-000-187-57-5701-000C	388.42
				Breakers Connectors and Black Rubber Cord	0	0546_1612140000	13171.01.2017	40-000-187-57-5701-000C	340.45
				Electric Utility Heater	0	0546_1612150000	13171.01.2017	40-000-187-57-5701-000C	249.65
				Piping Adaptors Couplings Elbows Valves for C	0	0546_1612160000	13171.01.2017	40-000-187-57-5701-000C	382.58
				Brass Ball Valve for CAC Ice Rink	0	0546_1612160000	13171.01.2017	40-000-187-57-5701-000C	81.13
				Film Slide Scanner	0	9003_1612210000	13171.01.2017	40-000-000-53-5302-000C	74.99
				Credit for Film Slide Scanner Not Received	0	9003_1612270000	13171.01.2017	40-000-000-53-5302-000C	-74.99
Vendor Total:									8,569.41
04557	Staples Contract and Commercial Inc								
	Fax Machine Drum/Graph Pads/Creamer/Plastic	153020	3326071803			13002.01.2017		40-000-000-53-5302-000C	198.47
	Toilet Bowl Cleaner	153020	3326071804			13002.01.2017		40-000-000-53-5302-000C	87.84
Vendor Total:									286.31
04836	V3 Companies of Illinois LTD								
	CAC Ice Rinks	153161	1116209			13004.01.2017		40-000-187-57-5701-000C	862.24
	Additional Services 7/31/16-8/27/16	153229	816330			13005.02.2017		40-000-187-57-5701-000C	6,560.00
	Additional Services - 8/28/16-9/24/16	153229	916189			13005.02.2017		40-000-187-57-5701-000C	1,020.00
Vendor Total:									8,442.24
05403	Wheaton Oaks Office Partners								
	Repair to Parking Lot - Board Approved in Nov	153097	123116			13003.01.2017		40-000-000-57-5701-000C	25,800.00
Vendor Total:									25,800.00
05733	Steiner Electric Company								
	2 1/2 Inch Conduit Fittings	153021	S005528359.001			13002.01.2017		40-000-187-57-5701-000C	145.26
	Plumbing Supplies for Ice Rinks	153157	S005599990.001			014.01.2017		40-000-187-57-5701-000C	1,277.01
	Plumbing Supplies for Ice Rinks	153157	S005600075.001			014.01.2017		40-000-187-57-5701-000C	787.52
	CAC Ice Rink Electrical Supplies	153157	S005602390.001			014.01.2017		40-000-187-57-5701-000C	392.80
Vendor Total:									2,602.59
05747	Landscape Material & Firewood Sales Inc.								
	Torpedo Sand for Ice Rink	153134	23364			13004.01.2017		40-000-187-57-5701-000C	360.00
	Torpedo Sand for Ice Rink	153134	23364			014.01.2017		40-000-187-57-5701-000C	60.00
Vendor Total:									420.00
05845	Lisle Area Chamber of Commerce								
	Play for All Lisle Chamber Expo & Lunch	153065	12963			013.01.2017		40-000-188-12-1226-000C	75.00
Vendor Total:									75.00
05879	ANPI Business LLC								
	Planning 010117-013117	153038	111390_0117			013.01.2017		40-101-000-52-5262-000C	61.21
Vendor Total:									61.21
05886	Kimley-Horn and Associates INC								
	Services through December 31	153202	168442000-1216			13005.02.2017		40-800-825-52-5210-000C	4,325.58
Vendor Total:									4,325.58

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
06036	Gopher Sign Company			Signs for Permeable Paver Parking Areas	153194	100347	021.02.2017	40-800-826-57-5701-000C	1,470.16
Vendor Total:									1,470.16
06053	Midwest Netting Solutions LLC			CAC Ice Rink Project	153140	451	13004.01.2017	40-000-187-57-5701-000C	898.00
				Additional Netting	153140	451	13004.01.2017	40-000-187-57-5701-000C	706.00
Vendor Total:									1,604.00
06071	Custom Ice USA Inc.			Piping and Curb for CAC Ice Rinks	0	5404	13002.01.2017	40-000-187-57-5701-000C	134,100.00
Vendor Total:									134,100.00
Fund Total:									211,968.74
60	Golf Fund								
00007	Aramark			Inv# 2080836021 Linen Service Banquets	153104	2080836021	13004.01.2017	60-612-901-52-5222-000C	660.83
				Inv# 2080836021 Linen Service Restaurant	153104	2080836021	13004.01.2017	60-612-902-52-5222-000C	332.88
				Inv# 2080844920 Linen Service Banquets	153104	2080844920	13004.01.2017	60-612-901-52-5222-000C	673.98
				Inv# 2080844920 Linen Service Restaurant	153104	2080844920	13004.01.2017	60-612-902-52-5222-000C	360.03
				Inv# 208053877 Linen Service Banquets	153173	2080853877	13005.02.2017	60-612-901-52-5222-000C	634.42
				Inv# 208053877 Linen Service Restaurant	153173	2080853877	13005.02.2017	60-612-902-52-5222-000C	318.28
				Inv# 2080862798 Linen Service Banquets	153104	2080862798	13004.01.2017	60-612-901-52-5222-000C	619.32
				Inv# 2080862798 Linen Service Restaurant	153104	2080862798	13004.01.2017	60-612-902-52-5222-000C	333.38
				Inv# 2080874790 Linen Service Banquets	153104	2080874790	13004.01.2017	60-612-901-52-5222-000C	619.33
				Inv# 2080874790 Linen Service Restaurant	153104	2080874790	13004.01.2017	60-612-902-52-5222-000C	333.37
Vendor Total:									4,885.82
00018	Airgas USA LLC			Inv# 9059324643 Acetylene	153169	9059324643	021.02.2017	60-601-000-52-5220-000C	72.30
Vendor Total:									72.30
00032	Alpha Graphics			Posters for New Years Eve and Straight from the	153036	147602	13003.01.2017	60-612-415-54-5426-000C	80.00
				Poster for Lucky Lunch Box	153036	147941	13003.01.2017	60-612-415-54-5426-000C	40.00
				AGC Poster Printing	153036	148078	013.01.2017	60-000-000-52-5235-000C	40.00
				AGC Valentines Day Wine Poster	153170	148156_2	021.02.2017	60-612-415-54-5426-000C	40.00
				Straight from the Tap Signs	153170	148303	021.02.2017	60-612-415-54-5426-000C	80.00
				Sign for Mixer	153170	148333	021.02.2017	60-000-000-52-5235-000C	13.00
Vendor Total:									293.00
00064	AT&T			Arrowhead 122016-011917	153174	6307521708_0117	021.02.2017	60-611-000-52-5262-0000	62.11
				Arrowhead 122016-011917	153174	6307521708_0117	021.02.2017	60-612-901-52-5262-000C	62.11
				Arrowhead 122016-011917	153174	6307521708_0117	021.02.2017	60-612-902-52-5262-000C	63.99
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-612-901-52-5262-000C	64.91
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-613-000-52-5262-000C	1.08
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-601-000-52-5262-000C	1.72
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-612-902-52-5262-000C	45.62
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-611-000-52-5262-0000	65.48
				District Wide 112916-122816	152976	630871285412_1216	13002.01.2017	60-000-415-52-5262-000C	4.82
Vendor Total:									371.84
00068	AT&T Mobility			957-8730 A. Bendy 121816-011717	153175	877051597_0117	021.02.2017	60-000-000-52-5265-000C	91.11
				234-9733 Hot Spot 4 121816-011717	153175	877051597_0117	021.02.2017	60-000-000-52-5265-000C	21.81

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
779-3388 D. Salerno 121816-011717		153175				877051597_0117	021.02.2017	60-000-000-52-5265-000C	73.43
338-2382 A. Pirhofer 121816-011717		153175				877051597_0117	021.02.2017	60-000-000-52-5265-000C	57.83
Vendor Total:									244.18
00125	Black Gold Septic								
Clean Outside Grease Trap		153177	13003				021.02.2017	60-000-000-52-5263-000C	255.00
Vendor Total:									255.00
00152	Buikemas Ace Hardware								
Building Supplies		153109	354528B				13004.01.2017	60-000-000-53-5313-000C	34.88
Christmas Lights Clubhouse		153109	354536B				13004.01.2017	60-601-000-53-5313-000C	81.94
Building Supplies		153109	354591B				13004.01.2017	60-000-000-53-5313-000C	42.56
Equipment Repairs		153109	354697B				13004.01.2017	60-612-000-54-5441-000C	21.57
Vendor Total:									180.95
00170	Carquest Auto Parts								
RV Antifreeze		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	19.16
84035 Oil Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	10.80
85056 Oil Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	12.85
85394 Oil Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	7.34
85356 Oil Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	7.25
85348 Oil Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	6.73
86011 Fuel Filter		152980	2051-350202				13002.01.2017	60-601-000-53-5315-000C	3.38
84035 Oil Filter		152980	2051-350204				13002.01.2017	60-601-000-53-5315-000C	43.20
85056 Oil Filter		152980	2051-350204				13002.01.2017	60-601-000-53-5315-000C	38.55
85394 Oil Filter		152980	2051-350204				13002.01.2017	60-601-000-53-5315-000C	29.36
85348 Oil Filter		152980	2051-350204				13002.01.2017	60-601-000-53-5315-000C	6.73
86011 Fuel Filter		152980	2051-350204				13002.01.2017	60-601-000-53-5315-000C	16.90
Battery Snowmobile		152980	2051-350825				13002.01.2017	60-601-000-53-5315-000C	96.71
Vendor Total:									298.96
00180	Chicago District Golf Assoc.								
2017 Annual Dues		153044	1837-144				013.01.2017	60-000-000-54-5425-000C	400.00
Vendor Total:									400.00
00187	Christensen, Robert								
Mileage Reimbursement December 2016		0	123116				13003.01.2017	60-000-000-54-5422-000C	79.38
Vendor Total:									79.38
00192	City of Wheaton								
December Board Meeting Recorded		153184	502569				13005.02.2017	60-000-000-54-5401-000C	103.34
Vendor Total:									103.34
00193	City of Wheaton								
AGC Clubhouse 120916-010517		153115	0293553000_0117				014.01.2017	60-000-000-52-5264-000C	744.46
AGC Maint Bld 120916-010517		153115	0293553100_0117				014.01.2017	60-000-000-52-5264-000C	98.36
Vendor Total:									842.82
00269	Euclid Beverage								
Inv# 29858/1578045 Restaurant Supplies		152990	29858/1578045				13002.01.2017	60-612-902-53-5388-000C	288.00
Inv# 336-19 Beer		153190	336-19				021.02.2017	60-000-000-14-1412-000C	1,761.90
Inv# 8177823328 Beer		152990	8177823328				13002.01.2017	60-000-000-14-1412-000C	1,981.25
Inv# 8177823381 Beer		152990	8177823381				13002.01.2017	60-000-000-14-1412-000C	1,744.05
Vendor Total:									5,775.20
00293	Fortune Fish Company								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Inv# 271678 Seafood	153056	271678	13003.01.2017	60-000-000-14-1411-0000	339.39
				Inv# 271678 General Grocery	153056	271678	13003.01.2017	60-000-000-14-1415-000C	95.20
				Inv# 277370 Seafood	153056	277370	13003.01.2017	60-000-000-14-1411-0000	788.28
				Inv# 279167 Seafood	153056	279167	13003.01.2017	60-000-000-14-1411-0000	83.54
				Inv# 280826 Seafood	153056	280826	013.01.2017	60-000-000-14-1411-0000	290.62
				Inv# 283818 Seafood	153056	283818	013.01.2017	60-000-000-14-1411-0000	114.40
				Inv# 283819 Seafood	153056	283819	013.01.2017	60-000-000-14-1411-0000	91.20
				Inv# 285483 Seafood	153056	285483	013.01.2017	60-000-000-14-1411-0000	83.68
				Inv# 287359 Seafood	153056	287359	013.01.2017	60-000-000-14-1411-0000	99.04
				Inv# 287359 Meat	153056	287359	013.01.2017	60-000-000-14-1411-0000	76.39
				Inv# 288571 Seafood	153123	288571	014.01.2017	60-000-000-14-1411-0000	236.00
				Inv# 288571 General Grocery	153123	288571	014.01.2017	60-000-000-14-1415-000C	37.98
				Inv# 291544 Seafood	153123	291544	014.01.2017	60-000-000-14-1411-0000	185.08
				Inv# 291546 General Grocery	153123	291546	014.01.2017	60-000-000-14-1415-000C	95.20
				Inv# 293168 General Grocery	153123	293168	014.01.2017	60-000-000-14-1415-000C	71.93
				Inv# 293168 Seafood	153123	293168	014.01.2017	60-000-000-14-1411-0000	153.18
				Inv# 296588 Seafood	153123	296588	014.01.2017	60-000-000-14-1411-0000	229.21
				Inv# 297824 Seafood	153191	297824	021.02.2017	60-000-000-14-1411-0000	164.28
				Inv# 297827 Seafood	153191	297827	021.02.2017	60-000-000-14-1411-0000	205.28
				Inv# 297827 General Grocery	153191	297827	021.02.2017	60-000-000-14-1415-000C	643.60
				Inv# 297827 Meat	153191	297827	021.02.2017	60-000-000-14-1411-0000	95.20
				Inv# 300713 Meat	153191	300713	021.02.2017	60-000-000-14-1411-0000	73.60
				Inv# 300713 Seafood	153191	300713	021.02.2017	60-000-000-14-1411-0000	141.79
				Inv# 300713 General Grocery	153191	300713	021.02.2017	60-000-000-14-1415-000C	10.95
				Inv# 302531 Seafood	153191	302531	021.02.2017	60-000-000-14-1411-0000	120.60
				Inv# 304130 Seafood	153191	304130	021.02.2017	60-000-000-14-1411-0000	7.76
				Inv# 304145 Seafood	153191	304145	021.02.2017	60-000-000-14-1411-0000	63.27
								Vendor Total:	4,596.65
00294	Fox River Foods Inc.								
	Custodial & Cleaning Supplies	153124	3386869		13004.01.2017			60-000-000-53-5316-000C	1,511.28
	Custodial & Cleaning Supplies	153124	3403672		13004.01.2017			60-000-000-53-5316-000C	492.41
								Vendor Total:	2,003.69
00335	W W Grainger Inc								
	Anti-Slip Tape	153028	9316438663		13002.01.2017			60-000-000-53-5316-000C	358.20
								Vendor Total:	358.20
00345	Bushnell Outdoor Products								
	Z6 Rangefinder	153110	467270		13004.01.2017			60-000-000-14-1430-000C	241.93
								Vendor Total:	241.93
00386	Hagg Press Inc								
	Mixer Invitation	0	100392		021.02.2017			60-000-000-52-5235-000C	100.00
								Vendor Total:	100.00
00395	Harris Motor Sports Inc								
	Spare Tires for Beverage Carts and Small Utility 0		02-170524		014.01.2017			60-601-000-53-5315-000C	250.20
	Tire and Wheel Assemblies for Golf Carts 0	0	02-170525		014.01.2017			60-601-000-53-5315-000C	509.00
								Vendor Total:	759.20
00406	Commonwealth Edison								
	AGC Residence 121216-011317	153117	6414619002_0117		014.01.2017			60-000-000-52-5260-000C	84.72
								Vendor Total:	84.72
00408	Community School District 200								
	Paper for Arrowhead Golf	153187	011917		021.02.2017			60-612-000-53-5302-000C	148.50

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									148.50
00417	Constellation NewEnergy Inc.								
AGC Clubhouse 121216-011217		153188	0581101000_0117	021.02.2017		60-000-000-52-5260-000C			30.88
Vendor Total:									30.88
00419	Consumers Packing Co.								
Inv# 323316 Meat		0	323316	13003.01.2017		60-000-000-14-1411-0000			3,398.99
Inv# 323363 Meat		0	323363	13003.01.2017		60-000-000-14-1411-0000			224.38
Inv# 323416 Meat		0	323416	13003.01.2017		60-000-000-14-1411-0000			959.68
Inv# 323535 Meat		0	323535	014.01.2017		60-000-000-14-1411-0000			932.52
Inv# 323618 Meat		0	323618	014.01.2017		60-000-000-14-1411-0000			1,239.86
Inv# 323711 Meat		0	323711	021.02.2017		60-000-000-14-1411-0000			943.55
Inv# 323832 Meat		0	323832	021.02.2017		60-000-000-14-1411-0000			2,366.94
Vendor Total:									10,065.92
00436	I.A.P.D.								
Annual Membership Dues for 2017		153061	122916	013.01.2017		60-000-000-54-5425-000C			2,314.73
Vendor Total:									2,314.73
00565	Wheaton Lions Charities LTD								
First Quarter 2017 Dues		153096	1776	013.01.2017		60-000-000-54-5425-000C			36.67
Vendor Total:									36.67
00578	LOUIS GLUNZ WINES INC.								
Inv# G-1312072 Wine		153136	G-1312072	014.01.2017		60-000-000-14-1412-000C			235.00
Vendor Total:									235.00
00588	MANAU CUTLERY INC.								
Inv# 172964 Cutlery Service		153067	172964	013.01.2017		60-612-000-52-5210-000C			40.00
Inv# 172981 Cutlery Service		153137	172981	014.01.2017		60-612-000-52-5210-000C			40.00
Inv# 172998 Cutlery Service		153203	172998	021.02.2017		60-612-000-52-5210-000C			40.00
Inv# 173043 Restaurant Supplies		153067	173043	13003.01.2017		60-612-902-53-5388-000C			20.00
Inv# 173043 Banquet Supplies		153067	173043	13003.01.2017		60-612-901-53-5390-000C			20.00
Vendor Total:									160.00
00657	Naperville Area Chamber of Commerce								
Chamber Member Dues 02/21/2017 to 01/31/201		153208	2609018	021.02.2017		60-612-415-54-5426-000C			495.00
Vendor Total:									495.00
00680	Northern Illinois Gas Company								
AGC Clubhouse 120116-010117		153009	2400503855_1216	13002.01.2017		60-000-000-52-5261-000C			643.84
Vendor Total:									643.84
00702	OAK MILL BAKERY								
Inv# W198207 General Grocery		153075	W198207	13003.01.2017		60-000-000-14-1415-000C			99.85
Inv# W198231 Premium Banquets		153075	W198231	13003.01.2017		60-612-901-52-5292-000C			336.70
Inv# W198260 General Grocery		153075	W198260	013.01.2017		60-000-000-14-1415-000C			74.90
Inv# W198308 General Grocery		153075	W198308	013.01.2017		60-000-000-14-1415-000C			67.90
Inv# W198308 Premium Service Banquets		153075	W198308	013.01.2017		60-612-901-52-5292-000C			216.45
Inv# W198408 General Grocery		153210	W198408	021.02.2017		60-000-000-14-1415-000C			67.90
Inv# W198447 General Grocery		153210	W198447	021.02.2017		60-000-000-14-1415-000C			67.90
Inv# W198447 Premium Banquets		153210	W198447	021.02.2017		60-612-901-52-5292-000C			59.80
Vendor Total:									991.40
00719	PADDOCK PUBLICATIONS INC								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Daily Herald 2017 Subscription - Golf				153076	045518_2017	013.01.2017	60-000-000-54-5425-000C	430.00
								Vendor Total:	430.00
00734	PAYCHEX MAJOR MARKET SERVICES								
	January 2017 Paychex ESR Service	0	15761075			141.01.2017		60-000-000-52-5211-0000	68.08
	01/06/2017 Payroll Processing	0	47463			141.01.2017		60-000-000-52-5211-0000	2,394.59
	01/20/2017 Payroll Processing	0	49182			141.01.2017		60-000-000-52-5211-0000	168.31
								Vendor Total:	2,630.98
00742	Pepsi Beverages Company								
	Inv# 28202501 Non-Alcoholic Beverages	153147	28202501			014.01.2017		60-000-000-14-1416-000C	734.85
								Vendor Total:	734.85
00792	Reinders Inc								
	Fuel-Tank	0	1663843-01			13002.01.2017		60-601-000-53-5315-000C	159.92
								Vendor Total:	159.92
00841	Schamberger Bros. Inc.								
	Inv# 406681 Beer	153154	0000406681			014.01.2017		60-000-000-14-1412-000C	658.00
								Vendor Total:	658.00
00851	Shanes Office Products								
	Office Supplies- Arrowhead	0	13544			13002.01.2017		60-000-000-53-5302-000C	302.16
								Vendor Total:	302.16
00852	Shamrock Garden Florist								
	Christmas Decorations Arrowhead Facility	153225	107626/1			13005.02.2017		60-612-902-53-5388-000C	2,020.00
								Vendor Total:	2,020.00
00874	Southern Glazer's Wine And Spirits, LLC								
	Inv# 1361569 Liquor	153018	1361569			13002.01.2017		60-000-000-14-1412-000C	703.95
	Inv# 1370772 Liquor	153155	1370772			014.01.2017		60-000-000-14-1412-000C	1,825.64
	Inv# 1380095 Wine	153155	1380095			014.01.2017		60-000-000-14-1412-000C	951.00
								Vendor Total:	3,480.59
00911	Stuever & Sons Inc								
	Inv# 0170103 Beer Line Cleaning- AGC	153022	0170103			13002.01.2017		60-612-000-52-5210-000C	85.00
	Inv# 0170104 Building and Repairs AGC Bar	153022	0170104			13002.01.2017		60-612-000-54-5441-000C	780.00
	Inv# 0170184 Beer Line Cleaning AGC	153158	0170184			014.01.2017		60-612-000-52-5210-000C	105.00
								Vendor Total:	970.00
00923	Superior Beverage Co. Inc.								
	Inv# 646718 Beer	153023	646718			13002.01.2017		60-000-000-14-1412-000C	338.00
	Inv# 646898 Beer	153227	646898			021.02.2017		60-000-000-14-1412-000C	1,767.50
								Vendor Total:	2,105.50
00991	UNITED STATES GOLF ASSOCIATION								
	2017 Annual Dues	153089	43756352			013.01.2017		60-000-000-54-5425-000C	110.00
								Vendor Total:	110.00
00996	ValPak of Chicagoland								
	February Coupon/Ad	153230	202090			021.02.2017		60-612-415-54-5426-000C	836.00
								Vendor Total:	836.00
01043	Wheaton Sanitary District								
	AGC Maintenance Bldg 120716-010717	153164	036235000_0117			014.01.2017		60-000-000-52-5264-000C	17.13

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				AGC Clubhouse 120716-010717	153164	036431000_0117	014.01.2017	60-000-000-52-5264-000C	354.76
								Vendor Total:	371.89
01049	Wheaton Chamber of Commerce			Distinguished Business Membership	153237	17171	021.02.2017	60-000-000-54-5425-000C	216.67
								Vendor Total:	216.67
01058	Windy City Distributing LLC			Credit Beer Inventory	153030	082316CM	13002.01.2017	60-000-000-14-1412-000C	-570.00
				Inv# 814558 Beer	153030	814558	13002.01.2017	60-000-000-14-1412-000C	95.00
				Inv# 817181 Beer	153030	817181	13002.01.2017	60-000-000-14-1412-000C	1,401.66
				Inv# 819654 Beer	153099	819654	013.01.2017	60-000-000-14-1412-000C	208.78
				Inv# 822390 Beer	153239	822390	021.02.2017	60-000-000-14-1412-000C	1,954.91
								Vendor Total:	3,090.35
01095	Midwest Printing Inc			Inv# 21154 Lunch and Dinner Menus AGC	153207	21154	021.02.2017	60-612-000-52-5235-000C	500.00
				AP Envelopes	153207	21155	021.02.2017	60-000-000-53-5302-000C	64.45
				AP Checks	153207	21159	021.02.2017	60-000-000-53-5302-000C	94.55
								Vendor Total:	659.00
02231	Sysco-Chicago			Inv# 124060111 General Grocery	0	124060111	13002.01.2017	60-000-000-14-1415-000C	24.50
				Inv# 124060118 Restaurant Supplies	0	124060118	13002.01.2017	60-612-902-53-5388-000C	19.84
				Inv# 124063336 Restaurant Supplies	0	124063336	13003.01.2017	60-612-902-53-5388-000C	66.00
				Inv# 124067870 General Grocery	0	124067870	13002.01.2017	60-000-000-14-1415-000C	24.50
				Inv# 124067938 Restaurant Supplies	0	124067938	13002.01.2017	60-612-902-53-5388-000C	31.78
				Inv# 124067977 Restaurant Supplies	0	124067977	13002.01.2017	60-612-902-53-5388-000C	10.61
				Inv# 124084678 Restaurant Supplies	0	124084678	13002.01.2017	60-612-902-53-5388-000C	49.08
				Inv# 124092403 Restaurant Supplies	0	124092403	13002.01.2017	60-612-902-53-5388-000C	46.16
				Inv# 124095480 Meat	0	124095480	13002.01.2017	60-000-000-14-1411-0000	61.57
				Inv# 124095480 Meat	0	124095480	13002.01.2017	60-000-000-14-1411-0000	94.00
				Inv# 124095480 Meat	0	124095480	13002.01.2017	60-000-000-14-1411-0000	214.77
				Inv# 124095480 General Grocery	0	124095480	13002.01.2017	60-000-000-14-1415-000C	233.78
				Inv# 124095480 General Grocery	0	124095480	13002.01.2017	60-000-000-14-1415-000C	344.77
				Inv# 124095480 Restaurant Supplies	0	124095480	13002.01.2017	60-612-902-53-5388-000C	74.40
				Inv# 124095480 Restaurant Supplies (Less Dam: 0	0	124095480	13002.01.2017	60-612-902-53-5388-000C	167.42
				Inv# 124104503 Restaurant Supplies	0	124104503	13002.01.2017	60-612-902-53-5388-000C	68.77
				Inv# 124106735 Restaurant Supplies	0	124106735	13002.01.2017	60-612-902-53-5388-000C	19.84
				Inv# 124109167 Meat	0	124109167	13003.01.2017	60-000-000-14-1411-0000	180.06
				Inv# 124109167 Meat	0	124109167	13003.01.2017	60-000-000-14-1411-0000	94.00
				Inv# 124109167 Meat	0	124109167	13003.01.2017	60-000-000-14-1411-0000	159.76
				Inv# 124109167 General Grocery	0	124109167	13003.01.2017	60-000-000-14-1415-000C	357.52
				Inv# 124109167 Restaurant Supplies	0	124109167	13003.01.2017	60-612-902-53-5388-000C	197.01
				Inv# 124109167 Restaurant Supplies	0	124109167	13003.01.2017	60-612-902-53-5388-000C	45.12
				Inv# 124109167 General Grocery	0	124109167	13003.01.2017	60-000-000-14-1415-000C	304.36
				Inv# 124117232 Meat	0	124117232	13002.01.2017	60-000-000-14-1411-0000	307.52
				Inv# 124117232 General Grocery	0	124117232	13002.01.2017	60-000-000-14-1415-000C	470.72
				Inv# 124117232 General Grocery	0	124117232	13002.01.2017	60-000-000-14-1415-000C	718.18
				Inv# 124117232 Restaurant Supplies	0	124117232	13002.01.2017	60-612-902-53-5388-000C	176.60
				Inv# 124117232 Restaurant Supplies	0	124117232	13002.01.2017	60-612-902-53-5388-000C	128.85
				Inv# 124117232 Produce	0	124117232	13002.01.2017	60-000-000-14-1413-000C	46.62
				Inv# 124117232 Custodial and Cleaning	0	124117232	13002.01.2017	60-612-000-53-5316-000C	29.76
				Inv# 124119003 Restaurant Supplies	0	124119003	13002.01.2017	60-612-902-53-5388-000C	23.01
				Inv# 124121088 Dairy	0	124121088	13003.01.2017	60-000-000-14-1414-000C	25.54
				Inv# 124121088 Meat	0	124121088	13003.01.2017	60-000-000-14-1411-0000	481.60
				Inv# 124121088 Meat	0	124121088	13003.01.2017	60-000-000-14-1411-0000	420.24

Fund	Description					
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 124121088	General Grocery	0	124121088	13003.01.2017	60-000-000-14-1415-000C	469.88
Inv# 124121088	General Grocery	0	124121088	13003.01.2017	60-000-000-14-1415-000C	587.18
Inv# 124121088	Restaurant Supplies	0	124121088	13003.01.2017	60-612-902-53-5388-000C	323.90
Inv# 124121088	Non-Alcoholic Beverages	0	124121088	13003.01.2017	60-000-000-14-1416-000C	404.78
Inv# 124128365	Dairy	0	124128365	014.01.2017	60-000-000-14-1414-000C	24.33
Inv# 124128365	Meat	0	124128365	014.01.2017	60-000-000-14-1411-0000	75.20
Inv# 124128365	Meat	0	124128365	014.01.2017	60-000-000-14-1411-0000	405.00
Inv# 124128365	General Grocery	0	124128365	014.01.2017	60-000-000-14-1415-000C	167.10
Inv# 124128365	General Grocery	0	124128365	014.01.2017	60-000-000-14-1415-000C	286.83
Inv# 124128365	Restaurant Supplies	0	124128365	014.01.2017	60-612-902-53-5388-000C	235.80
Inv# 124128365	Restaurant Supplies	0	124128365	014.01.2017	60-612-902-53-5388-000C	45.12
Inv# 124128365	Produce	0	124128365	014.01.2017	60-000-000-14-1413-000C	46.62
Inv# 124132612	Meat	0	124132612	014.01.2017	60-000-000-14-1411-0000	75.20
Inv# 124132612	Meat	0	124132612	014.01.2017	60-000-000-14-1411-0000	352.19
Inv# 124132612	General Grocery	0	124132612	014.01.2017	60-000-000-14-1415-000C	290.00
Inv# 124132612	General Grocery	0	124132612	014.01.2017	60-000-000-14-1415-000C	647.64
Inv# 124132612	Restaurant Supplies (Less Over	0	124132612	014.01.2017	60-612-902-53-5388-000C	227.44
Inv# 124132612	Produce	0	124132612	014.01.2017	60-000-000-14-1413-000C	46.62
Inv# 124135918	Meat	0	124135918	013.01.2017	60-000-000-14-1411-0000	143.85
Inv# 124135918	Meat	0	124135918	013.01.2017	60-000-000-14-1411-0000	210.95
Inv# 124135918	General Grocery	0	124135918	013.01.2017	60-000-000-14-1415-000C	268.60
Inv# 124135918	General Grocery	0	124135918	013.01.2017	60-000-000-14-1415-000C	281.68
Inv# 124135918	Restaurant Supplies	0	124135918	013.01.2017	60-612-902-53-5388-000C	91.67
Inv# 124137000	Meat	0	124137000	021.02.2017	60-000-000-14-1411-0000	188.00
Inv# 124137000	Meat	0	124137000	021.02.2017	60-000-000-14-1411-0000	280.26
Inv# 124137000	General Grocery	0	124137000	021.02.2017	60-000-000-14-1415-000C	308.38
Inv# 124137000	General Grocery	0	124137000	021.02.2017	60-000-000-14-1415-000C	384.58
Inv# 124137000	Restaurant Supplies (Less Over	0	124137000	021.02.2017	60-612-902-53-5388-000C	41.84
Inv# 124137000	Custodial & Cleaning	0	124137000	021.02.2017	60-612-000-53-5316-000C	79.11
Inv# 124146821	Meat	0	124146821	021.02.2017	60-000-000-14-1411-0000	242.89
Inv# 124146821	General Grocery	0	124146821	021.02.2017	60-000-000-14-1415-000C	547.37
Inv# 124146821	General Grocery	0	124146821	021.02.2017	60-000-000-14-1415-000C	869.42
Inv# 124146821	Restaurant Supplies	0	124146821	021.02.2017	60-612-902-53-5388-000C	135.70
Inv# 124146821	Restaurant Supplies	0	124146821	021.02.2017	60-612-902-53-5388-000C	67.04
Inv# 124146821	Produce	0	124146821	021.02.2017	60-000-000-14-1413-000C	46.62
Inv# 124146821	Non-Alcoholic Beverages	0	124146821	021.02.2017	60-000-000-14-1416-000C	146.00
Inv# 124150481	Meat	0	124150481	021.02.2017	60-000-000-14-1411-0000	80.92
Inv# 124150481	General Grocery	0	124150481	021.02.2017	60-000-000-14-1415-000C	236.66
Inv# 124150481	General Grocery	0	124150481	021.02.2017	60-000-000-14-1415-000C	593.58
Inv# 124150481	Restaurant Supplies	0	124150481	021.02.2017	60-612-902-53-5388-000C	210.55
Inv# 124150481	Non-Alcoholic Beverages	0	124150481	021.02.2017	60-000-000-14-1416-000C	206.99
Inv# 124151333	Meat	0	124151333	021.02.2017	60-000-000-14-1411-0000	56.40
Inv# 124151333	Meat	0	124151333	021.02.2017	60-000-000-14-1411-0000	307.39
Inv# 124151333	General Grocery	0	124151333	021.02.2017	60-000-000-14-1415-000C	181.70
Inv# 124151333	General Grocery	0	124151333	021.02.2017	60-000-000-14-1415-000C	466.64
Inv# 124151333	Restaurant Supplies	0	124151333	021.02.2017	60-612-902-53-5388-000C	55.34
Inv# 124151333	Custodial & Cleaning	0	124151333	021.02.2017	60-612-000-53-5316-000C	29.76
Inv# 124151333	Non-Alcoholic Beverages	0	124151333	021.02.2017	60-000-000-14-1416-000C	32.98
Inv# 124161562	Dairy	0	124161562	021.02.2017	60-000-000-14-1414-000C	57.84
Inv# 124161562	Meat	0	124161562	021.02.2017	60-000-000-14-1411-0000	75.20
Inv# 124161562	Meat	0	124161562	021.02.2017	60-000-000-14-1411-0000	650.29
Inv# 124161562	General Grocery	0	124161562	021.02.2017	60-000-000-14-1415-000C	530.34
Inv# 124161562	General Grocery	0	124161562	021.02.2017	60-000-000-14-1415-000C	742.07
Inv# 124161562	Restaurant Supplies	0	124161562	021.02.2017	60-612-902-53-5388-000C	301.45
Inv# 124161562	Custodial & Cleaning	0	124161562	021.02.2017	60-612-000-53-5316-000C	79.11
Inv# 124165311	Dairy	0	124165311	021.02.2017	60-000-000-14-1414-000C	24.33
Inv# 124165311	Meat	0	124165311	021.02.2017	60-000-000-14-1411-0000	263.19
Inv# 124165311	General Grocery	0	124165311	021.02.2017	60-000-000-14-1415-000C	215.74

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Inv# 124165311 General Grocery	0	124165311	021.02.2017	60-000-000-14-1415-000C	338.50	
Inv# 124165311 Restaurant Supplies	0	124165311	021.02.2017	60-612-902-53-5388-000C	250.79	
Inv# 124165311 Non-Alcoholic Beverages	0	124165311	021.02.2017	60-000-000-14-1416-000C	246.95	
Vendor Total:					20,997.76	
02235	Highland Baking Co					
Inv# 1250441 General Grocery	153059	0001250441	13003.01.2017	60-000-000-14-1415-000C	157.61	
Inv# 1251293 General Grocery	153059	0001251293	13003.01.2017	60-000-000-14-1415-000C	34.10	
Inv# 1251400 General Grocery	153059	0001251400	13003.01.2017	60-000-000-14-1415-000C	22.70	
Inv# 1252747 General Grocery	153059	0001252747	13003.01.2017	60-000-000-14-1415-000C	57.28	
Inv# 1253150 General Grocery	153059	0001253150	13003.01.2017	60-000-000-14-1415-000C	53.76	
Inv# 1254084 General Grocery	153059	0001254084	13003.01.2017	60-000-000-14-1415-000C	163.70	
Inv# 1255175 General Grocery	153059	0001255175	13003.01.2017	60-000-000-14-1415-000C	141.71	
Inv# 1256158 General Grocery	153059	0001256158	013.01.2017	60-000-000-14-1415-000C	107.68	
Inv# 1256293 General Grocery	153059	0001256293	013.01.2017	60-000-000-14-1415-000C	132.30	
Inv# 1256662 General Grocery	153059	0001256662	013.01.2017	60-000-000-14-1415-000C	56.37	
Inv# 1257638 General Grocery	153059	0001257638	013.01.2017	60-000-000-14-1415-000C	34.77	
Inv# 1258918 General Grocery	153059	0001258918	013.01.2017	60-000-000-14-1415-000C	29.33	
Inv# 1259240 General Grocery	153059	0001259240	013.01.2017	60-000-000-14-1415-000C	96.26	
Inv# 1260242 General Grocery	153059	0001260242	013.01.2017	60-000-000-14-1415-000C	125.78	
Inv# 1260274 General Grocery	153059	0001260274	013.01.2017	60-000-000-14-1415-000C	15.36	
Inv# 1261094 General Grocery	153130	0001261094	014.01.2017	60-000-000-14-1415-000C	41.82	
Inv# 1261994 General Grocery	153130	0001261994	014.01.2017	60-000-000-14-1415-000C	126.99	
Inv# 1262381 General Grocery	153130	0001262381	014.01.2017	60-000-000-14-1415-000C	61.20	
Inv# 1263810 General Grocery	153130	0001263810	014.01.2017	60-000-000-14-1415-000C	75.29	
Inv# 1264076 General Grocery	153130	0001264076	014.01.2017	60-000-000-14-1415-000C	17.96	
Inv# 1265071 General Grocery	153198	0001265071	021.02.2017	60-000-000-14-1415-000C	96.70	
Inv# 1266945 General Grocery	153198	0001266945	021.02.2017	60-000-000-14-1415-000C	60.90	
Inv# 1267871 General Grocery	153198	0001267871	021.02.2017	60-000-000-14-1415-000C	133.72	
Inv# 1268239 General Grocery	153198	0001268239	021.02.2017	60-000-000-14-1415-000C	32.83	
Inv# 1269656 General Grocery	153198	0001269656	021.02.2017	60-000-000-14-1415-000C	140.24	
Inv# 1269988 General Grocery	153198	0001269988	021.02.2017	60-000-000-14-1415-000C	69.99	
Inv# 1270925 General Grocery	153198	0001270925	021.02.2017	60-000-000-14-1415-000C	53.16	
Inv# 1272034 General Grocery	153198	0001272034	021.02.2017	60-000-000-14-1415-000C	51.62	
Vendor Total:					2,191.13	
02243	Holsteins Garage					
Front Tires for Dump Truck #2103	153131	046777	014.01.2017	60-601-000-53-5315-000C	373.00	
Vendor Total:					373.00	
02263	Heritage Wine Cellars Ltd.					
Inv# 1162462 Wine	153129	1162462	014.01.2017	60-000-000-14-1412-000C	168.00	
Vendor Total:					168.00	
02266	The Corporate Learning Institute					
2017 Retainer #1 of 2	153086	7668	013.01.2017	60-000-000-52-5208-000C	3,125.00	
Vendor Total:					3,125.00	
02289	Covered Affairs					
Inv# 54589 Premium Banquet Service	153119	54589	13004.01.2017	60-612-901-52-5292-000C	447.00	
Inv# 54655 Premium Banquet Service	153119	54655	13004.01.2017	60-612-901-52-5292-000C	540.00	
Inv# 54656 Premium Banquet Service	153119	54656	13004.01.2017	60-612-901-52-5292-000C	853.50	
Vendor Total:					1,840.50	
02721	High PSI Ltd.					
Pressure Washer Soap	153058	53835	013.01.2017	60-601-000-53-5315-000C	380.00	

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									380.00
03008	Illinois Department of Agriculture								
	AGC Public Applicator License	153062	011317	013.01.2017	60-000-000-54-5429-000C				20.00
	AGC Public Operator License	153062	011317	013.01.2017	60-000-000-54-5429-000C				15.00
Vendor Total:									35.00
03011	Weddingpages Inc.								
	Banner Ad for The Knot	153234	INV00287942	021.02.2017	60-612-415-54-5426-000C				2,356.20
Vendor Total:									2,356.20
03113	Airgas National Carbonation								
	Bulk CO2 Inv# 33502429	153035	33502429	13003.01.2017	60-612-000-52-5220-000C				133.90
	Bulk CO2	153168	33518120	021.02.2017	60-612-000-52-5220-000C				91.50
Vendor Total:									225.40
03125	Engineering Resource Associates Inc.								
	AGC Parking Lot Expansion	152988	150514.17	13002.01.2017	60-612-000-57-5701-000C				302.50
Vendor Total:									302.50
03281	Bredrup, Drew R.								
	Performance at Arrowhead for February 3 2017	153179	020317	021.02.2017	60-612-902-52-5225-000C				550.00
Vendor Total:									550.00
03481	Tressler LLP								
	Services through Dec 31 2016	0	378849	13004.01.2017	60-000-000-52-5207-000C				945.00
Vendor Total:									945.00
03513	GPS Industries LLC								
	January 2017 Maintenance Service	153126	MAI0007880	014.01.2017	60-611-000-52-5211-0000				917.73
Vendor Total:									917.73
03754	Comcast Cable								
	AGC Clubhouse 011417-021317	153045	87712049102197_02	013.01.2017	60-000-000-52-5211-0000				149.85
	AGC Clubhouse 020117-022817	153185	877120494278_0217	021.02.2017	60-612-000-52-5210-000C				2.11
Vendor Total:									151.96
03807	Martin Design Partnership								
	Feature Improvement Concepts West #8 Fwy We	153138	010417	014.01.2017	60-601-000-52-5210-000C				414.67
Vendor Total:									414.67
03943	Johnstone Supply								
	Repair Supplies	153201	N011670	13005.02.2017	60-612-000-54-5441-000C				183.00
Vendor Total:									183.00
04045	Louis Glunz Beer Inc.								
	Inv# 939466 Beer	153002	939466	13002.01.2017	60-000-000-14-1412-000C				337.40
Vendor Total:									337.40
04121	UMB Bank N.A.								
	Wine Spectator Subscription - 15 Issues	0	0159_1612020000	13171.01.2017	60-000-000-54-5425-000C				49.95
	Product for Corporate Event	0	0159_1612060000	13171.01.2017	60-000-000-14-1413-000C				23.03
	Manager Breakfast	0	0159_1612120000	13171.01.2017	60-000-000-54-5434-000C				30.81
	Credit for Sales Tax 12/12/16	0	0159_1612120000	13171.01.2017	60-000-000-54-5434-000C				-0.68
	Buttermilk for Dressing	0	0159_1612170000	13171.01.2017	60-000-000-14-1414-000C				4.00
	Honey	0	0159_1612220000	13171.01.2017	60-000-000-14-1415-000C				3.99

Fund **Description**
Vendor No **Vendor Name**

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Condo for 5 People PGA Golf Show 2017	0	0191_1612280000	13171.01.2017	60-000-000-16-1636-000C	1,398.00
Tools and Supplies	0	0256_1612150000	13171.01.2017	60-612-000-54-5441-000C	419.69
Blue Lunaria Laminate	0	0256_1612280000	13171.01.2017	60-612-000-54-5441-000C	112.88
December Yelp Listing	0	0280_1612010000	13171.01.2017	60-611-415-54-5426-0000	375.00
December Ads Lisle/Naperville Patch AOL	0	0280_1612020000	13171.01.2017	60-611-415-54-5426-0000	500.00
Guide Sponsorship Arrowhead Restaurant	0	0280_1612080000	13171.01.2017	60-612-415-54-5426-000C	150.00
Yelp Ads January 2017	0	0280_1701010000	13171.01.2017	60-000-000-16-1636-000C	375.00
Cmstext.Net Monthly Fee	0	0306_1612020000	13171.01.2017	60-612-415-54-5426-000C	63.90
2017 Advertisement with Neighborhood Networ	0	0306_1612150000	13171.01.2017	60-000-000-16-1636-000C	225.00
2017 Advertising for Arrowhead	0	0306_1612270000	13171.01.2017	60-000-000-16-1636-000C	500.00
Coat Check Tags	0	0331_1612110000	13171.01.2017	60-612-901-53-5390-000C	35.42
Scent Air Cartridges	0	0349_1612010000	13171.01.2017	60-000-000-53-5302-000C	267.00
Christmas Decorations	0	0349_1612020000	13171.01.2017	60-612-902-53-5389-000C	20.30
Cream Cheese	0	0349_1612050000	13171.01.2017	60-000-000-14-1414-000C	16.50
Airfare for 2017 PGA Show	0	0349_1612140000	13171.01.2017	60-000-000-16-1636-000C	205.68
Breakfast Manager's Meeting Arrowhead Staff	0	0349_1612200000	13171.01.2017	60-000-000-54-5432-000C	128.92
Hilton Hotel Credit for 2017 IPRA Lodging	0	0349_1612300000	13171.01.2017	60-000-000-16-1636-000C	-139.71
Hilton Hotel Credit for 2017 IPRA Lodging	0	0349_1612300000	13171.01.2017	60-000-000-16-1636-000C	-139.71
Scent Air Cartridges	0	0349_1701010000	13171.01.2017	60-000-000-16-1636-000C	267.00
Pesticide Safety Course Jan 2017	0	0371_1611300000	13171.01.2017	60-000-000-16-1636-000C	60.50
Airfare to 2017 Golf Industry Show	0	0371_1612080000	13171.01.2017	60-000-000-16-1636-000C	371.36
2017 Golf Industry Show	0	0371_1612080000	13171.01.2017	60-000-000-16-1636-000C	635.00
2017 Golf Industry Show	0	0371_1612080000	13171.01.2017	60-000-000-16-1636-000C	570.00
Membership to GCSAA	0	0371_1612200000	13171.01.2017	60-000-000-16-1636-000C	95.00
Turf Equipment Technician 2017 Membership D	0	0371_1612290000	13171.01.2017	60-000-000-16-1636-000C	130.00
Client Holiday Gift Order Cancellations	0	0389_1612060000	13171.01.2017	60-612-901-53-5390-000C	-296.82
Cosley Foundation	0	0389_1612060000	13171.01.2017	60-612-901-53-5390-000C	19.99
Client Holiday Gifts	0	0389_1612060000	13171.01.2017	60-612-901-53-5390-000C	725.56
Client Holiday Gifts	0	0389_1612060000	13171.01.2017	60-612-901-53-5390-000C	89.85
Thanksgiving Tables	0	0389_1612070000	13171.01.2017	60-612-000-52-5220-000C	263.44
Client Holiday Gifts	0	0389_1612070000	13171.01.2017	60-612-901-53-5390-000C	124.95
Replacement Cake Knife and Server	0	0389_1612100000	13171.01.2017	60-612-901-53-5390-000C	9.99
Replacement Box for Banquet Receipts	0	0389_1612120000	13171.01.2017	60-612-902-52-5235-000C	213.82
Coat Rack Rental for Holiday Season	0	0389_1612140000	13171.01.2017	60-612-000-52-5220-000C	90.00
2017 Goal Setting Seminar	0	0389_1612280000	13171.01.2017	60-000-000-16-1636-000C	99.00
Wedding Late Night Snack 12/31/16	0	0389_1612310000	13171.01.2017	60-612-901-53-5390-000C	140.00
Ex Director & Library Director Meeting	0	0455_1612020000	13171.01.2017	60-000-000-54-5438-000C	7.93
Ex Director & Pond Lease Holder	0	0455_1612080000	13171.01.2017	60-000-000-54-5438-000C	13.39
Executive Director & Transnational Meeting	0	0455_1612200000	13171.01.2017	60-000-000-54-5438-000C	15.75
Ex Director & Ex Director Winfield Park Distric	0	0455_1612280000	13171.01.2017	60-000-000-54-5438-000C	13.00
2017 IPRA Conference Ex Asst	0	0463_1612070000	13171.01.2017	60-000-000-16-1636-000C	96.68
2017 IPRA Conference Ex Director	0	0463_1612070000	13171.01.2017	60-000-000-16-1636-000C	105.00
Ex Director AZA Membership Dues 2016/2017	0	0463_1612120000	13171.01.2017	60-000-000-54-5425-000C	26.68
Board Meeting Recorder	0	0463_1612130000	13171.01.2017	60-000-000-54-5401-000C	13.33
Board Meeting Recorder	0	0463_1612140000	13171.01.2017	60-000-000-54-5401-000C	16.67
Ex Director Airfare 2017 Golf Industry Show	0	0463_1612150000	13171.01.2017	60-000-000-16-1636-000C	68.56
2017 IPRA Membership Dues Ex Director	0	0463_1612150000	13171.01.2017	60-000-000-16-1636-000C	84.68
Workable Job Postings for AGC	0	0470_1612020000	13171.01.2017	60-418-000-54-5426-000C	129.00
Gift Wrapping Supplies	0	0488_1612010000	13171.01.2017	60-612-000-53-5302-000C	175.01
Birthday Cake for Staff Member	0	0488_1612130000	13171.01.2017	60-612-000-53-5302-000C	18.30
Job Postings - AGC Supervisor and Cooks	0	0489_1612140000	13171.01.2017	60-418-000-54-5426-000C	39.60
ADA Improvements at AGC	0	0504_1612010000	13171.01.2017	60-000-000-53-5302-000C	9.38
Vendor Total:					9,066.57
04221 Plug & Pay Technologies					
12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	60-611-000-52-5239-0000	15.00
12/16 Plug N Pay Gateway Fees	0	123116	13141.01.2017	60-612-000-52-5239-000C	15.00

Fund	Description	Vendor No	Vendor Name	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Line Item Description								
Vendor Total:								30.00
04267	Martin Whalen Group Inc							
AGC Clubhouse 123016-012917		0	70548_0117	012.01.2017	60-611-000-52-5211-0000			25.12
AGC Clubhouse 013017-022717		0	70548_0217	021.02.2017	60-611-000-52-5211-0000			25.12
AGC Clubhouse 123016-012917		0	70549_0117	012.01.2017	60-000-000-52-5211-0000			5.35
AGC Clubhouse 013017-022717		0	70549_0217	021.02.2017	60-000-000-52-5211-0000			5.35
Arrowhead- Maintenance 123016-012917		0	70559_0117	012.01.2017	60-000-000-52-5211-0000			20.55
Arrowhead- Maintenance 013017-022717		0	70559_0217	021.02.2017	60-000-000-52-5211-0000			20.55
AGC Clubhouse 123016-012917		0	70561_0117	012.01.2017	60-612-000-52-5211-0000			16.60
AGC Clubhouse 013017-022717		0	70561_0217	021.02.2017	60-612-000-52-5211-0000			16.60
AGC Clubhouse 123016-012917		0	70563_0117	012.01.2017	60-601-000-52-5211-0000			5.98
AGC Clubhouse 013017-022717		0	70563_0217	021.02.2017	60-601-000-52-5211-0000			5.98
AGC 123016-012917		0	MW82279_0117	012.01.2017	60-000-000-52-5211-0000			827.91
AGC 013017-022717		0	MW82279_0217	021.02.2017	60-000-000-52-5211-0000			827.91
Vendor Total:								1,803.02
04274	Columbus Data Services LLC							
12/16 ATM ICHG Trans Service Fees		0	123116	13141.01.2017	60-000-000-52-5214-0000			18.05
Vendor Total:								18.05
04287	Global Payments Inc							
12/16 Merchant CC Procesing Fees		0	123116	13141.01.2017	60-611-000-52-5239-0000			627.96
12/16 Merchant CC Procesing Fees		0	123116	13141.01.2017	60-612-000-52-5239-0000			6,659.08
Vendor Total:								7,287.04
04292	American Express							
12/16 Merchant CC Processing Fees		0	123116	13141.01.2017	60-611-000-52-5239-0000			19.22
12/16 Merchant CC Processing Fees		0	123116	13141.01.2017	60-612-000-52-5239-0000			826.38
Vendor Total:								845.60
04295	Western DuPage Chamber of Commerce Inc							
Western Du Page Chamber Member Dues 2017	153236	5581		021.02.2017	60-000-000-54-5425-0000			265.00
Vendor Total:								265.00
04296	Culligan DuPage Soft Water Service Inc							
Salt Delivery- Arrowhead	153121	261958_1216S	13004.01.2017	60-000-000-53-5313-0000				58.00
Drinking Water- Arrowhead	153121	261958_1216W	13004.01.2017	60-000-000-53-5313-0000				59.00
Vendor Total:								117.00
04374	Wheaton Bank and Trust Company							
01/05/17 ATM Replenishment out of WB&T 6800		010517	141.01.2017	60-000-000-10-1011-0000				16,000.00
12/16 WB&T Service Charges that Exceeded Max		123116	13141.01.2017	60-000-000-52-5214-0000				108.92
Vendor Total:								16,108.92
04419	TriMark Marlinn LLC							
Ice Maker	0	2253274	13002.01.2017	60-612-000-53-5306-0000				9,177.68
Vendor Total:								9,177.68
04508	Get Fresh Produce Inc.							
CM# 00345784 Produce Original Inv# 024149840		00345784	13003.01.2017	60-000-000-14-1413-0000				-21.60
Inv# 02407974 Produce	0	02407974	13005.02.2017	60-000-000-14-1413-0000				10.50
Inv# 02410675 Produce	0	02410675	13003.01.2017	60-000-000-14-1413-0000				67.75
Inv# 02410838 Dairy	0	02410838	13003.01.2017	60-000-000-14-1414-0000				322.61
Inv# 02410838 Produce	0	02410838	13003.01.2017	60-000-000-14-1413-0000				450.70
Inv# 02412093 Produce	0	02412093	13003.01.2017	60-000-000-14-1413-0000				241.14

Fund Description		Vendor No Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Inv# 02412093	Dairy	0	02412093	13003.01.2017	60-000-000-14-1414-000C	27.60	
Inv# 02412169	Produce	0	02412169	13003.01.2017	60-000-000-14-1413-000C	4.50	
Inv# 02413066	Dairy	0	02413066	13003.01.2017	60-000-000-14-1414-000C	75.50	
Inv# 02413066	Produce	0	02413066	13003.01.2017	60-000-000-14-1413-000C	527.19	
Inv# 02413964	Dairy	0	02413964	13003.01.2017	60-000-000-14-1414-000C	80.65	
Inv# 02413964	Produce	0	02413964	13003.01.2017	60-000-000-14-1413-000C	397.25	
Inv# 02413964	General Grocery	0	02413964	13003.01.2017	60-000-000-14-1415-000C	38.80	
Inv# 02414984	Dairy	0	02414984	13003.01.2017	60-000-000-14-1414-000C	350.91	
Inv# 02414984	General Grocery	0	02414984	13003.01.2017	60-000-000-14-1415-000C	5.60	
Inv# 02414984	Produce	0	02414984	13003.01.2017	60-000-000-14-1413-000C	433.40	
Inv# 02416127	Dairy	0	02416127	13003.01.2017	60-000-000-14-1414-000C	435.54	
Inv# 02416127	Produce	0	02416127	13003.01.2017	60-000-000-14-1413-000C	426.54	
Inv# 02417199	Dairy	0	02417199	013.01.2017	60-000-000-14-1414-000C	242.72	
Inv# 02417199	Produce	0	02417199	013.01.2017	60-000-000-14-1413-000C	262.00	
Inv# 02418108	Produce	0	02418108	013.01.2017	60-000-000-14-1413-000C	249.45	
Inv# 02418108	Dairy	0	02418108	013.01.2017	60-000-000-14-1414-000C	51.45	
Inv# 02419032	Dairy	0	02419032	013.01.2017	60-000-000-14-1414-000C	395.12	
Inv# 02419032	General Grocery	0	02419032	013.01.2017	60-000-000-14-1415-000C	23.89	
Inv# 02419032	Produce	0	02419032	013.01.2017	60-000-000-14-1413-000C	98.00	
Inv# 02420069	Produce	0	02420069	013.01.2017	60-000-000-14-1413-000C	268.34	
Inv# 02420069	Dairy	0	02420069	013.01.2017	60-000-000-14-1414-000C	155.10	
Inv# 02420121	Produce	0	02420121	013.01.2017	60-000-000-14-1413-000C	82.15	
Inv# 02421156	Produce	0	02421156	013.01.2017	60-000-000-14-1413-000C	179.10	
Inv# 02421156	Dairy	0	02421156	013.01.2017	60-000-000-14-1414-000C	80.05	
Inv# 02422214	Dairy	0	02422214	013.01.2017	60-000-000-14-1414-000C	61.80	
Inv# 02422214	Produce	0	02422214	013.01.2017	60-000-000-14-1413-000C	196.45	
Inv# 02422606	Produce	0	02422606	013.01.2017	60-000-000-14-1413-000C	24.00	
Inv# 02423239	Dairy	0	02423239	021.02.2017	60-000-000-14-1414-000C	539.00	
Inv# 02423239	General Grocery	0	02423239	021.02.2017	60-000-000-14-1415-000C	5.60	
Inv# 02423239	Produce	0	02423239	021.02.2017	60-000-000-14-1413-000C	515.79	
Inv# 02424347	General Grocery	0	02424347	014.01.2017	60-000-000-14-1414-000C	16.79	
Inv# 02424347	Produce	0	02424347	014.01.2017	60-000-000-14-1413-000C	222.60	
Inv# 02425149	Produce	0	02425149	014.01.2017	60-000-000-14-1413-000C	360.86	
Inv# 02425149	Dairy	0	02425149	014.01.2017	60-000-000-14-1414-000C	100.64	
Inv# 02425149	General Grocery	0	02425149	014.01.2017	60-000-000-14-1415-000C	2.94	
Inv# 02426102	Diary	0	02426102	014.01.2017	60-000-000-14-1414-000C	119.98	
Inv# 02426102	Produce	0	02426102	014.01.2017	60-000-000-14-1413-000C	120.64	
Inv# 02427151	Produce	0	02427151	014.01.2017	60-000-000-14-1413-000C	218.00	
Inv# 02427151	Dairy	0	02427151	014.01.2017	60-000-000-14-1414-000C	40.25	
Inv# 02428015	Dairy	0	02428015	014.01.2017	60-000-000-14-1414-000C	428.93	
Inv# 02428015	Produce	0	02428015	014.01.2017	60-000-000-14-1413-000C	213.10	
Inv# 02431084	Dairy	0	02431084	021.02.2017	60-000-000-14-1414-000C	335.17	
Inv# 02431084	Produce	0	02431084	021.02.2017	60-000-000-14-1413-000C	305.50	
Inv# 02431338	Produce	0	02431338	021.02.2017	60-000-000-14-1413-000C	20.00	
Inv# 02432101	Produce	0	02432101	021.02.2017	60-000-000-14-1413-000C	224.80	
Inv# 02432101	General Grocery	0	02432101	021.02.2017	60-000-000-14-1415-000C	28.99	
Inv# 02432101	Dairy	0	02432101	021.02.2017	60-000-000-14-1414-000C	49.54	
Inv# 02434483	Dairy	0	02434483	021.02.2017	60-000-000-14-1414-000C	222.13	
Inv# 02434483	Produce	0	02434483	021.02.2017	60-000-000-14-1413-000C	354.14	
Inv# 02435596	Dairy	0	02435596	021.02.2017	60-000-000-14-1414-000C	133.39	
Inv# 02435596	Produce	0	02435596	021.02.2017	60-000-000-14-1413-000C	269.33	
Vendor Total:						11,092.31	
04821	A1 Heating & Air Conditioning Inc						
Replace Heat Exchanger on Rooftop	153166	3100	021.02.2017	60-000-000-54-5441-000C		770.00	
Service Walk-In Cooler	153166	3107	021.02.2017	60-612-000-54-5441-000C		240.00	
Vendor Total:						1,010.00	

Fund	Description	Vendor No	Vendor Name				
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
05159	US Foods						
Inv# 1989206	General Grocery	153025	1989206	012.01.2017	60-000-000-14-1415-000C	222.12	
					Vendor Total:	222.12	
05319	Rotary Club of Central DuPage AM						
Rotary Dues 1/1/17-3/31/17		153223	010117	021.02.2017	60-000-000-54-5425-000C	104.33	
					Vendor Total:	104.33	
05480	Dunbar Armored Inc.						
01/2017 Armored Services for AGC ATM		0	3905352	014.01.2017	60-000-000-52-5214-000C	81.87	
					Vendor Total:	81.87	
05483	Curry Jr., Arthur L.						
Performance at AGC for December 26 2016		152984	122616	13002.01.2017	60-612-902-52-5225-000C	800.00	
					Vendor Total:	800.00	
05711	Brook Electrical Supply						
Lights		153180	S006060295.001	021.02.2017	60-000-000-53-5312-000C	150.78	
					Vendor Total:	150.78	
05713	Vanguard Energy Services L.L.C.						
AGC Clubhouse 120116-123116		153026	2400503855_1216	13002.01.2017	60-000-000-52-5261-000C	2,947.84	
					Vendor Total:	2,947.84	
05757	Republic Services Inc.						
Arrowhead AGC 020117-022817		153222	0128491_0217	021.02.2017	60-000-000-52-5263-000C	102.50	
					Vendor Total:	102.50	
05765	Law Offices of Schirott, Luetkehans & Garner LLC						
Services through 12/20/16		153135	16	13004.01.2017	60-000-000-52-5207-000C	432.68	
Services through 12/20/16		153135	8	13004.01.2017	60-000-000-52-5207-000C	688.33	
					Vendor Total:	1,121.01	
05772	Windstream Holdings Inc.						
AGC Feb 2017		153098	Contract 4520_0217	013.01.2017	60-000-000-52-5211-0000	128.00	
					Vendor Total:	128.00	
05803	Gibson, Brittny						
Reimbursement for Transportation		153192	011217	021.02.2017	60-000-000-54-5422-000C	6.75	
Reimbursement for Transportation		153192	011217	021.02.2017	60-000-000-54-5422-000C	8.10	
Mileage Reimbursement December 2016		153125	123116	13004.01.2017	60-000-000-54-5422-000C	5.89	
					Vendor Total:	20.74	
05810	US Bank Equipment Finance						
AGC Clubhouse Jan 2017		153090	82279_0117	013.01.2017	60-000-000-52-5211-0000	568.04	
					Vendor Total:	568.04	
05816	Breakthru Beverage Illinois, LLC						
Inv# 1013534149 Liquor		152978	1013534149	13002.01.2017	60-000-000-14-1412-000C	1,139.48	
Inv# 1013546128 Liquor		153108	1013546128	014.01.2017	60-000-000-14-1412-000C	1,362.54	
Inv# 1013557757 Liquor		153178	1013557757	021.02.2017	60-000-000-14-1412-000C	650.08	
					Vendor Total:	3,152.10	
05832	J. Guerin Enterprises LLC						
Inv# 1710 Liquor Consultant AGC		0	1710	13003.01.2017	60-612-000-52-5210-000C	1,300.00	

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									1,300.00
05842	First Communications LLC								
	AGC Clubhouse Dec 2016	152992	00047521_1216	13002.01.2017		60-612-902-52-5262-000C			79.11
	AGC Clubhouse Dec 2016	152992	00047521_1216	13002.01.2017		60-612-901-52-5262-000C			76.78
	AGC Clubhouse Dec 2016	152992	00047521_1216	13002.01.2017		60-611-000-52-5262-0000			76.78
Vendor Total:									232.67
05875	Day Robert & Morrison P.C.								
	Services through Dec 21 2016	153049	29195	13003.01.2017		60-000-000-52-5207-000C			111.00
Vendor Total:									111.00
05879	ANPI Business LLC								
	Golf Maint 010117-013117	153038	111390_0117	013.01.2017		60-601-000-52-5262-000C			64.61
	Golf 010117-013117	153038	111390_0117	013.01.2017		60-611-000-52-5262-0000			204.02
	Marketing 010117-013117	153038	111390_0117	013.01.2017		60-000-415-52-5262-000C			98.61
	Banquet 010117-013117	153038	111390_0117	013.01.2017		60-612-901-52-5262-000C			227.83
	Ski 010117-013117	153038	111390_0117	013.01.2017		60-613-000-52-5262-000C			20.40
	Restaurant 010117-013117	153038	111390_0117	013.01.2017		60-612-902-52-5262-000C			217.62
Vendor Total:									833.09
05951	Reed, Kimmie								
	Mileage Reimbursement December 2016	153151	123116	13004.01.2017		60-000-000-54-5422-000C			1.08
Vendor Total:									1.08
05975	SESAC								
	2017 Annual Fee	153083	296770_0117	013.01.2017		60-000-000-54-5425-000C			430.67
Vendor Total:									430.67
05984	BCN Telecom Inc.								
	AGC Banquets 011517-021417	153105	BOC04598_0217	014.01.2017		60-612-901-52-5262-000C			202.15
	AGC Golf 011517-021417	153105	BOC04598_0217	014.01.2017		60-611-000-52-5262-0000			202.16
	AGC Restaurant 011517-021417	153105	BOC04598_0217	014.01.2017		60-612-902-52-5262-000C			208.28
Vendor Total:									612.59
06037	The Seating Shoppe Inc.								
	Balance Due Banquet Chairs	153087	10981	013.01.2017		60-612-000-53-5306-000C			11,725.00
	Delivery Banquet Chairs	153087	10981	013.01.2017		60-612-000-53-5306-000C			1,575.00
Vendor Total:									13,300.00
06076	Deptula, Leonard								
	Performance at AGC for January 6 2017	152986	010617	012.01.2017		60-612-902-52-5225-000C			550.00
Vendor Total:									550.00
Fund Total:									174,930.90
70	Information Technology ISF								
00064	AT&T								
	District Wide 112916-122816	152976	630871285412_1216	13002.01.2017		70-000-000-52-5262-000C			4.12
Vendor Total:									4.12
01006	Vermont Systems Inc								
	2017 Software Maintenance	153093	52865	13003.01.2017		70-000-000-16-1636-000C			14,415.37
Vendor Total:									14,415.37
02286	Identatronics Inc.								

Fund	Description					
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Primacy Duplex Printer Support (Qty 3)	153199	68329	021.02.2017	70-000-000-52-5240-000C	795.00
					Vendor Total:	795.00
02858	ESRI Inc.					
	ArcGIS Desktop Renewal 030117-022818	153054	93224573	013.01.2017	70-000-000-52-5240-000C	4,400.00
					Vendor Total:	4,400.00
05691	Vision96 LLC					
	Virtual CIO December 2016	0	030-2016	13002.01.2017	70-000-000-52-5240-000C	3,000.00
					Vendor Total:	3,000.00
05743	Advanced Intelligence Engineering					
	Switch for AIE for Northside used at LM	0	5316	13002.01.2017	70-000-000-53-5305-000C	0.00
	Datto Back Up January 2017	0	5371	013.01.2017	70-000-000-52-5240-000C	170.00
	Email Archiving January 2017	0	5371	013.01.2017	70-000-000-52-5240-000C	359.10
	Managed Services Agreement January 2017	0	5371	013.01.2017	70-000-000-52-5240-000C	11,800.00
	Dual Monitors for Rec Staff	0	5414	014.01.2017	70-000-000-53-5305-000C	378.98
					Vendor Total:	12,708.08
05879	ANPI Business LLC					
	IS&T 010117-013117	153038	111390_0117	013.01.2017	70-000-000-52-5262-000C	20.40
					Vendor Total:	20.40
					Fund Total:	35,342.97
75	Health Insurance ISF					
00270	Flexible Benefit Service Corp.					
	Billing 12/01/16-12/31/16	152993	572196	13002.01.2017	75-000-000-52-5274-000C	160.00
					Vendor Total:	160.00
00725	Park District Risk Mgmt Agency					
	Retiree Premium 01-2017	153012	010117	012.01.2017	75-000-000-21-2137-000C	646.95
	Retiree Premium 01-2017	153012	010117	012.01.2017	75-000-000-21-2137-000C	643.65
	Retiree Premium 01-2017	153012	010117	012.01.2017	75-000-000-21-2137-000C	1,127.45
	Retiree Premium 02-2017	153213	020117	021.02.2017	75-000-000-21-2137-000C	1,127.45
	Retiree Premium 02-2017	153213	020117	021.02.2017	75-000-000-21-2137-000C	646.95
	Retiree Premium 02-2017	153213	020117	021.02.2017	75-000-000-21-2137-000C	721.23
	WDSRA%	153077	December 2016	13003.01.2017	75-000-000-12-1222-000C	451.19
	Foundation%	153077	December 2016	13003.01.2017	75-000-000-12-1221-000C	232.19
	Group Term Life Ins	153077	December 2016	13003.01.2017	75-000-000-52-5230-000C	1,016.62
	Health/Dental Ins	153077	December 2016	13003.01.2017	75-000-000-52-5231-000C	141,766.14
					Vendor Total:	148,379.82
					Fund Total:	148,539.82
					Report Total:	1,018,574.46

**RESOLUTION NO. 2017-02
WHEATON PARK DISTRICT**

**RESOLUTION AUTHORIZING RELEASE OF
CERTAIN CLOSED SESSION MINUTES**

WHEREAS, pursuant to 5 ILCS 120/2.06(d), the Board of Park Commissioners of the Wheaton Park District (the “Park Board”) has met and reviewed minutes of all closed meetings of the Park Board not previously released; and

WHEREAS, the Park Board hereby finds and determines that the minutes of certain closed meetings no longer require confidential treatment and should be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE WHEATON PARK DISTRICT, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1: The recitals set forth hereinabove shall be and they are hereby incorporated as if said recitals were fully set forth within this Section One.

Section 2: The Park Board hereby finds and determines that the minutes of the following closed meetings no longer require confidential treatment, and authorizes said released minutes to be available for public inspection upon adoption of this resolution:

- **April 16, 2014 to be released with names redacted.**

Section 3: The Park Board further finds and determines that the need for confidentiality to protect the public interest or the privacy of an individual still exists for all other previously unreleased closed meeting minutes or parts thereof, and said minutes are not released. See Attachment A for documentation of the Board’s current review of closed session minutes.

RESOLUTION NO. 2017-02
WHEATON PARK DISTRICT

Section 4: Any and all prior resolutions, motions or orders of the Wheaton Park District in conflict with the provisions of this resolution shall be and are hereby repealed.

Section 5: This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED: This 15th day of February, 2017

AYES: ___ NAYS: ___ ABSENT: ___

By: _____
President, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois

ATTEST:

Secretary, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois

**RESOLUTION NO. 2017-02
WHEATON PARK DISTRICT**

**RESOLUTION AUTHORIZING RELEASE OF
CERTAIN CLOSED SESSION MINUTES**

**ATTACHMENT A
Semi Annual Review of Closed Session Minutes**

- 1994** – April 20th Previously un-released sections to remain closed
- 1995** – March 15 the first and second paragraphs will remain closed.
- 1996** – May 15 First paragraph and three bullet points remain closed.
- 1997** – April 16 third paragraph and three bullet points remain closed.
- 1998** – March 18 All but second paragraph remain closed.
- 1999** – Previously un-released minutes to remain closed.
- 2006** – Previously un-released minutes to remain closed.
- 2007** – Previously un-released minutes to remain closed.
- 2008** – June 18 remains closed excepting Land Acquisition section which was previously released. October 8, Paragraph three remains closed, the rest was previously released.
- 2009** – February 7 & February 18th [keep closed sentences and paragraphs bracketed] the rest was previously released.
- March 25 & April 15 remains closed excepting Land Acquisition section which was previously released.
- 2010** – Previously un-released minutes to remain closed.
- 2011** – February 16 [keep closed sentences and paragraphs bracketed] the rest was previously released. July 20 Previously un-released content to remain closed. November 30 [keep closed sentences and paragraphs bracketed] the rest was previously released.
- 2012** – March 21 & May 16 [keep closed sentences and paragraphs bracketed] the rest was previously released.
- 2013** – Previously un-released minutes to remain closed.
- 2014** – January 15 and February 19 [keep closed sentences and paragraphs bracketed] the rest was previously released.
- 2014** – April 16 to be released with names redacted. No subsequent minutes to be released for 2014
- 2015** – No Minutes to be released
- 2016** – No Minutes to be released

**WHEATON PARK DISTRICT
RESOLUTION 2017-03**

**APPOINTMENTS TO THE BOARD OF THE
DU PAGE COUNTY HISTORICAL MUSEUM FOUNDATION, INC. BY THE
WHEATON PARK DISTRICT BOARD OF COMMISSIONERS**

WHEREAS, DuPage County Resolution GE-0002-04, dated March 23, 2004, established a governing board of the DuPage County Historical Museum (MUSEUM) and outlined the duties to be performed by said Board, which was referred to as the DuPage County Historical Museum Advisory Board; and

WHEREAS, DuPage County Resolution DC-0002-08, dated June 24, 2008, adopted an agreement between DuPage County (COUNTY) and the Wheaton Park District (PARK DISTRICT) whereby the PARK DISTRICT assumed the operation of the MUSEUM to employ its expertise in operating recreational and educational facilities to create new and exciting ways to present the history and culture of DuPage County; and

WHEREAS, said agreement between the COUNTY and the PARK DISTRICT recognized the FOUNDATION Board of Trustees as the advisory and fundraising board of the MUSEUM and established that the COUNTY and the PARK DISTRICT shall each appoint fifty percent (50%) of the Trustees of the FOUNDATION, the total number being in accordance with FOUNDATION bylaws, and, in accordance with FOUNDATION bylaws, the FOUNDATION Trustees may elect one additional Trustee; and

WHEREAS, David Theil, Marty Keller and Troy Rodman, all of Wheaton Illinois have agreed to serve as members of the FOUNDATION Board of Trustees; and

WHEREAS, such appointments require the advice and consent of the Wheaton Park District Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Wheaton Park District Board of Commissioners does hereby advise and consent to the appointments of David Theil, Marty Keller and Troy Rodman to serve as members of the Board of Directors of the DuPage County Historical Museum Foundation, Inc. for a term as provided by the by-laws of the FOUNDATION; and

**WHEATON PARK DISTRICT
RESOLUTION 2017-03**

BE IT FURTHER RESOLVED that the Secretary of the Board of Park Commissioners shall transmit certified copies of this resolution to the County Board Office.

Enacted and approved this 15th day of February, 2017, at Wheaton, Illinois.

PASSED THIS 15th day of February, 2017.

AYES: ____ NAYS: ____ ABSENT: ____

**President, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois**

**ATTEST: Secretary, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois**

DuPage Museum Foundation Board Status Report February 2, 2017
Prepared by M. Benard

Pursuant to the Intergovernmental Agreement between the County of DuPage and the Wheaton Park District which was executed in June and July of 2008:

Advisory and Fundraising Board (previously "Association" currently "Foundation") County and Park District acknowledge the Board established by County Resolution GE-0002-04 in March 2004

- Advisory and Fund Raising are primary missions – no authority over staff and operations
- County and Park District shall each appoint fifty percent of the trustees of the Foundation
- Per the bylaws (as referenced in the IGA) membership is no less than 3 and no more than 12
- Park District Executive Director, shall at all times be a member of the Board
- Foundation Board may appoint/elect one additional trustee (Bylaws Amended July 9, 2014)
- Four year terms

Park District Appointments – March 2010 WPD Res 2010-03A

- | | |
|--------------------|---|
| 1. Michael Benard | WPD Executive Director (Resident of Wheaton)
<i>Secretary per IGA</i> |
| 2. Michael Fortner | State Rep 49 th dist (Resident of West Chicago)
<i>Term 2014-2018</i> |
| 3. Don Puchalski | County Board Member (Resident of Addison)
<i>Term 2014-2018</i> |
| 4. David Thiel | Transnational Bankcard (Resident of Wheaton)
Term - Formal Appointment by Park Board February 15, 2017
through February 14, 2019 |
| 5. Marty Keller | Milton Twp. Board (Resident of Wheaton)
Term - Formal Appointment by Park Board February 15, 2017
through February 14, 2019 |
| 6. Troy Rodman | Cauldwell Banker, Wheaton (Resident of Wheaton)
Term - Formal Appointment by Park Board February 15, 2017
through February 14, 2019 |

County Appointments – August 2014

- | | |
|-----------------|---|
| 1. Bob Jacobsen | Packaging Business Owner and Historian (Unincorporated DuPage)
<i>Term 2014 – 2018</i> |
| 2. Amy Grant | County Board Member (Resident of Wheaton)
<i>Term 2014 – 2018 Treasurer</i> |
| 3. Open | |
| 4. Open | |
| 5. Open | |
| 6. Open | |

Internal Board Appointment (13th appointment if full roster of 6 and 6)

- | | |
|------------------|---|
| 1. Scott Shorney | Hope Publishing, Carol Stream (Resident of Wheaton)
<i>Term 2013 – 2017 President</i> |
|------------------|---|

Memorandum February 2, 2017

To: DuPage County Historical Museum Foundation Board

From: Michael Benard, Secretary

Re: Election of Officers / Board Roster

For discussion and action at our next Board Meeting will be held at 4:00 pm at the Museum on February 8, 2017.

Scott Shorney's term as a Foundation Board member will expire in May of this year after 5 years of dedication and service to our mission. Scott has been a tremendous advocate for the Museum and a terrific fundraiser.

To insure a smooth transition, Scott will be stepping down as Foundation President at our February meeting and has agreed to assist the new President of the Foundation through the end of his term in May. Scott and I have asked David Theil to assume the role of President beginning this month and he has agreed pending the support of the rest of the Board. We ask for your support of David's Nomination.

I have attached a current roster for your information.

BY-LAWS OF

THE DUPAGE COUNTY MUSEUM FOUNDATION, INC.

#1 Amended by Board Action July 9, 2014 – Article 3 Section 2

#2 Amended by Board Action December 2, 2014 – Article 3 Section 3

#3 Amended by Board Action May 14, 2015 Art 3 Sec 3

TABLE OF CONTENTS

AMENDED AND RESTATED BY-LAWS OF THE DUPAGE COUNTY MUSEUM FOUNDATION, INC.

	<u>Page</u>
ARTICLE I OFFICES	1
ARTICLE II MEMBERS/EMPLOYEES	1
Section 1. Members/Employees.....	1
ARTICLE III DIRECTORS	1
Section 1. General powers	1
Section 2. Number and tenure.....	1
Section 3. Regular meetings	2
Section 4. Special meetings	2
Section 5. Notice of special meetings	2
Section 6. Quorum	2
Section 7. Manner of acting	2
Section 8. Informal action by Directors.....	3
Section 9. Compensation	3
Section 10. Act Governs	3
Section 11. Indemnification	3
ARTICLE IV OFFICERS.....	4
Section 1. Officers	4
Section 2. Election and term of office	4
Section 3. Removal	4
Section 4. President.....	4
Section 5. Secretary	4
Section 6. Treasurer	5
Section 7. Vice-president	5
ARTICLE V CONTRACTS, CHECKS, DEPOSITS AND FUNDS.....	5
Section 1. Contracts	5
Section 2. Checks, drafts, etc.	5
Section 3. Deposits.....	6
Section 4. Gifts.....	6
ARTICLE VI GENERAL PROVISIONS	6
Section 1. Fiscal year	6
Section 2. Books and records.....	6
Section 3. Rules of procedure.	6
Section 4. Notices generally	6
Section 5. Waiver of Notice.....	6
ARTICLE VII AMENDMENTS.....	6

**AMENDED AND RESTATED
BY-LAWS OF
THE DUPAGE COUNTY MUSEUM FOUNDATION, INC.**

ARTICLE I

OFFICES

The Corporation (the "Corporation") shall maintain in the State of Illinois a registered office and a registered agent at such office, and may have other offices within or without the state.

ARTICLE II

MEMBERS/EMPLOYEES

Section 1. Members/Employees. The Corporation shall have neither members nor employees.

ARTICLE III

DIRECTORS

Section 1. General powers. The affairs of the Corporation shall be managed by its board of directors (the "Board"). These By-Laws are not an exclusive statement of the duties and responsibilities of directors and officers of the Corporation. Directors and officers are subject to common law and other statutory duties and responsibilities.

Section 2. Number and tenure. The Executive Director of the Wheaton Park District or his designee (the "WPD Director") shall, at all times, be a member of the Board. The number of other directors (collectively, the "Foundation Directors") shall be not less than three nor more than thirteen, and the exact number may be fixed or changed from time to time within the prescribed ranges by the Board without further amendment to these By-Laws. The WPD Director and the Foundation Directors are collectively called the "Directors".

With the exception of the WPD Director, the Directors shall be appointed by the DuPage County Board, and, subject to the provisions of this Section 2, all such Directors shall be appointed to four year terms. At the 2010 annual meeting of the Board, the Foundation Directors shall be divided by lot into two groups. The Foundation Directors in group one shall be elected for two year terms. The Foundation Directors in group two shall be elected for four year terms. To the extent there is an odd number of Foundation Directors at the 2010 annual meeting, the last appointed member shall be placed in group one. Any Foundation Director replacing another Foundation Director shall serve out the term of the Foundation Director being replaced. If a Foundation Director is added to the Board, the added Foundation Director shall be a member of the group in which such Foundation

Director would be a member had the number of Foundation Directors been divided by two as aforesaid.

Section 3. Regular meetings. A regular meeting of the Board shall be held without other Notice than these By-Laws (and any notice required under the Illinois Open Meetings Act or similar statutes or ordinances) at ~~7:30 a.m.~~ the second Wednesday of each month. The place of such meetings shall be the Museum building, or at such other location as the WPD Director may designate. Regularly scheduled meetings held at locations other than the Museum building may be held upon not less than five days Notice to the other Directors; provided, however, that the Directors may provide by resolution (i) other dates, times and places for the holding of regular meetings of the Board and (ii) for the postponement or elimination of one or more regular meetings of the Board without, in any case, other Notice than such resolution. The regular meeting of the Board which is scheduled to be held in January of each year is designated the annual meeting for the year.

4:00 p.m.
Amended
5/4/15

Section 4. Special meetings. Special meetings of the Board may be called upon not less than five days Notice to the other Directors by or at the request of the WPD Directors or any two Directors. The person or persons calling the special meeting of the Board may fix any place within the boundaries of the Wheaton for holding the special meeting of the Board called by them.

Section 5. Notice of special meetings. Notice of any special meeting of the Board shall be given at least five days previously thereto by Notice to each Director. Notice of any special meeting of the Board may be waived in writing signed by the person or persons entitled to the Notice either before or after the time of the meeting. The attendance of a Director at any meeting shall constitute a waiver of Notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the Notice or waiver of Notice of such meeting, unless specifically required by law or by these By-Laws.

Section 6. Quorum. A majority of the Directors shall constitute a quorum for the transaction of business at any meeting of the Board, provided that if less than a majority of the Directors are present at said meeting, a majority of the Directors present may continue the meeting to another time without further Notice. Directors may participate in and act at any meeting of Board or of any committee through the use of a conference telephone or other communications equipment by means of which all persons participating in the meeting can communicate with each other. Participation in such meeting shall constitute attendance and presence in person at the meeting of the person or persons so participating.

Section 7. Manner of acting. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board, unless the act of a greater number is required by statute, ordinance, these By-Laws, or the Articles of Incorporation. No Director may act by proxy on any matter.

Section 8. Informal action by Directors. Any action required to be taken at a meeting of Directors, or any other action which may be taken at a meeting of Directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by a majority of the Directors. Any action to be taken by written consent of less than all of the Directors may be taken if the following criteria are met: such consent shall become effective only if (i) at least 5 days prior to the effective date of such consent, a Notice of the proposed action is delivered to all of the Directors with respect to the subject matter thereof, and (ii) after the effective date of such consent, Notice of the taking of the action without a meeting is delivered to those Directors who have not signed the consent. The consent shall be evidenced by one or more written approvals, each of which shall set forth the action taken and bears the signature of one or more Directors. All the approvals evidencing the consent shall be delivered to the secretary/treasurer to be filed in the Corporation records.

Section 9. Compensation. Directors shall not receive any salaries for their service as Directors, but by resolution of the Board a fixed sum and expenses of attendance, if any, may be allowed for each regular or special meeting of the Board, provided that nothing herein contained shall be construed to preclude any Director from serving the Corporation in any other capacity and receiving reasonable compensation therefor.

Section 10. Act Governs To the extent not otherwise provided for in the Articles of Incorporation or these By-Laws, the relationship of the Directors to each other and to the Corporation, shall be governed by the General Not-For-Profit Corporation Act of 1986 (805 ILCS 105/) in effect from time to time.

Section 11. Indemnification The Corporation shall indemnify its officers and Directors and agents to the full extent permitted by the General Not For Profit Corporation Act of the State of Illinois, and shall be entitled to purchase insurance for such indemnification of officers and Directors as determined from time to time by the Board.

At the next regularly scheduled meeting of the Board, after the Board obtains knowledge that any present or former officer, Director or agent of the Corporation is a party ("Party"), has been or is threatened to be made a Party to any threatened pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation), by reason of the fact that he/she is or was a Director, officer or agent of the Corporation, or is or was serving at the request of the Corporation as a Director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise (the applicable being called an "Action"), the Board shall make the determination contemplated by ILCS 105/108.75 as to whether (i) indemnification of the Party pursuant to ILCS 105-108.75 is proper and (ii) the expenses incurred by the Party in connection with the Action are to be paid in advance of the final disposition of such Action upon receipt of an undertaking by or on behalf of the Party to repay such amount unless it shall ultimately be determined that such the Party is entitled to be indemnified by the Corporation as authorized in ILCS 105/108.75.

ARTICLE IV

OFFICERS

Section 1. Officers. The officers of the Corporation shall be a president, one or more vice presidents (the number thereof to be determined by the Board), a secretary and a treasurer, together with such assistant treasurers, assistant secretaries or other officers as may be elected by the Board. Officers whose authority and duties are not prescribed in these By-Laws shall have the authority and perform the duties prescribed, from time to time, by the Board. Any two or more offices may be held by the same person, except the offices of president and secretary.

Section 2. Election and term of office. The WPD Director shall be the secretary of the Corporation. All other officers of the Corporation shall be elected annually by the Board at the regular annual meeting of the Board. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as is convenient. Vacancies may be filled or new offices created and filled at any meeting of the Board. Each officer shall hold office until either (i) his/her successor shall have been duly elected, (ii) his/her death or (iii) he/she shall resign or shall have been removed in the manner hereinafter provided. Election of an officer shall not of itself create contract rights.

Section 3. Removal. Except for the secretary, any officer elected or appointed by the Board may be removed by the Board whenever in its judgment the best interests of the Corporation would be served thereby.

Section 4. President. The president shall be the principal executive officer of the Corporation. Subject to the direction and control of the Board, he/she shall be in charge of the business and affairs of the Corporation; The president shall see that the resolutions and directives of the Board are carried into effect except in those instances in which that responsibility is assigned to some other person by the Board; and, in general, the president shall discharge all duties incident to the office of president and such other duties as may be prescribed by the Board. The president shall preside at all meetings of the Board. Except in those instances in which the authority to execute is expressly delegated to another officer or agent of the Corporation or a different mode of execution is expressly prescribed by the Board or these By-Laws, he/she may execute for the Corporation any contracts, deeds, mortgages, bonds, or other instruments which the Board has authorized to be executed, and the president may accomplish such execution either under or without the seal of the Corporation and either individually or with the secretary, any assistant secretary, or any other officer thereunto authorized by the Board, according to the requirements of the form of the instrument. The president may vote all securities which the Corporation is entitled to vote except as and to the extent such authority shall be vested in a different officer or agent of the Corporation by the Board.

Section 5. Secretary The secretary shall record the minutes of the meetings of the Board in one or more books provided for that purpose; see that all Notices are duly given in accordance with the provisions of these By-Laws or as required by law; be custodian of the records of the Corporation and the seal of the Corporation; keep a register of the post office

address of each member of the Board which shall be furnished to the secretary by such member; and perform all duties incident to the office of secretary and such other duties as from time to time may be assigned to him by the president or by the Board. Any of the secretary, president or treasurer shall have the authority to certify the By-Laws, resolutions of the Board and committees thereof, and other documents of the Corporation as true and correct copies thereof.

Section 6. Treasurer. The treasurer shall be the principal accounting and financial officer of the Corporation. The treasurer shall: (a) have charge of and be responsible for the maintenance of correct and complete books and records of account for the Corporation; (b) have charge and custody of all funds and securities of the Corporation, and be responsible therefor, and for the receipt and disbursement thereof; and (c) perform all the duties incident to the office of treasurer and such other duties as from time to time may be assigned to the treasurer by the president or by the Board.

Section 7. Vice president. The vice president (or in the event there be more than one vice president, each of the vice presidents shall assist the president in the discharge of the president's duties as the president may direct and shall perform such other duties as from time to time may be assigned to the vice president(s) by the president or by the Board. In the absence of the president or in the event of the president's inability or refusal to act, the vice president (or in the event there be more than one vice president, the vice presidents, then in the order of their seniority of tenure) shall perform the duties of the president and when so acting, shall have all the powers of and be subject to all the restrictions upon the president. Except in those instances in which the authority to execute is expressly delegated to another officer or agent of the Corporation or a different mode of execution is expressly prescribed by the Board or these By-Laws, the vice president (or any of them if there are more than one) may execute for the Corporation any contracts, deeds, mortgages, bonds or other instruments which the Board has authorized to be executed, and he may accomplish such execution either under or without the seal of the Corporation and either individually or with the secretary, any assistant secretary, or any other officer thereunto authorized by the Board, according to the requirements of the form of the instrument.

ARTICLE V

CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. Contracts. The Board may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation and such authority may be general or confined to specific instances.

Section 2. Checks, drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board. In the absence of such determination by the Board, such instruments shall be signed by such employees of the

Wheaton Park District as are designated by the WPD Director with the concurrence of the treasurer of the Corporation.

Section 3. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board may select.

Section 4. Gifts. The Board may accept on behalf of the Corporation any contribution, gift, bequest or, devise for the general purposes or for any special purpose of the Corporation.

ARTICLE VI

GENERAL PROVISIONS

Section 1. Fiscal year. Each fiscal year of the Corporation shall end on December 31 unless another date is fixed by resolution of the Board.

Section 2. Books and records. The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members and board.

Section 3. Rules of procedure. The regular order of business at all meetings of members or of the Board shall be governed by Roberts' Rules of Order.

Section 4. Notices generally All Notices required or permitted to be given under these By-Laws (collectively "Notices"), shall be in writing addressed to each person for whom such Notice is intended at the address of such person on the books of the Corporation. Any person may change the location at which such person receives Notices, to another location within the United States of America upon not less than 10 days Notice to the Corporation. All Notices shall be deemed effectively given: (i) when delivered, if delivered personally, (ii) three days after such Notice has been deposited in the United States mail postage prepaid, if mailed certified or registered mail, return receipt requested, (iii) upon receipt of facsimile transmission, or (iv) when received by the party for which Notice is intended, if given in any other manner.

Section 5. Waiver of Notice. Whenever any Notice is required to be given under the provisions of the General Not For Profit Corporation Act of Illinois or under the provisions of the Articles of Incorporation or the By-Laws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such Notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such Notice.

ARTICLE VII

AMENDMENTS

The power to alter, amend, or repeal these By-Laws or adopt new By-Laws shall be vested in the Board. Such action may be taken at a regular or special meeting for which written Notice

of the specific purpose to alter, amend, repeal or adopt new By-Laws shall have been given. The By-Laws may contain any provisions for the regulation and management of the affairs of the Corporation not inconsistent with law or the Articles of Incorporation.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION
AMENDING THE BY-LAWS TO INCREASE NUMBER OF DIRECTORS**

The undersigned Directors constituting a quorum of the Board of Directors of the DuPage County Historical Museum Foundation (the "Foundation"), an Illinois Not-for-Profit Corporation, pursuant to Section 8.45 of the Illinois Business Corporation Act of 1983, as amended, consent to the adoption of and do hereby adopt the following resolutions as and for the resolutions of the Board of Directors of the Foundation as of the date hereof:

WHEREAS, Article IIII of the Foundation's By-laws currently allow for not less than three (3) and not more than twelve (12) directors to serve on the Foundation's Board; and

WHEREAS, Section 1.12.3 of the Intergovernmental Agreement between the County of DuPage and the Wheaton Park District for the Occupancy and Maintenance of the DuPage County Historical Museum, dated June 24, 2008 ("IGA") authorizes: 1) the County of DuPage and the Wheaton Park District to each appoint fifty percent (50%) of the Foundation's directors; and 2) the Foundation's current Board of Directors to elect an additional director; and

WHEREAS, the Foundation's By-laws authorize the Board to amend the By-laws; and

WHEREAS, the Directors find it in the Foundation's best interest to amend the By-laws to change the maximum number of directors of the Foundation's Board from twelve (12) to thirteen (13) and, upon amendment of the By-laws, for the County of DuPage and the Wheaton Park District to each appoint six (6) Foundation Directors and the current Foundation Board to appoint one (1) Foundation Director in accordance with the IGA.

RESOLVED, that the Foundation's By-laws be amended and restated to change the maximum number of directors to serve on the Foundation's Board from twelve (12) to thirteen (13); and

RESOLVED, that the revised By-laws, attached to and incorporated herein by reference are hereby adopted and approved by the Board of Directors; and

RESOLVED, that the County of DuPage and the Wheaton Park District shall each appoint six (6) Foundation Directors and the current Foundation Board shall appoint one (1) Foundation Director; and

FURTHER RESOLVED, that each and every of the corporate actions of the officers of the Foundation taken since the date of the last annual meeting of the Directors, or consent to the corporate action in lieu thereof, be and such actions are hereby approved, ratified, adopted and made the acts and deeds of the Foundation.

Dated:

July 9 2014

Tim Elliott

Mike Benard

Scott Storney

Mike Fortner

**WHEATON PARK DISTRICT
RESOLUTION NO. 2017-04**

**A RESOLUTION ENACTING A POLICY STATEMENT TO REFLECT THE WHEATON
PARK DISTRICT'S COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT
AND THE APPOINTMENT OF A COMPLIANCE OFFICER**

WHEREAS, Title II of the Americans with Disabilities Act, "ADA" (42 USC 12131) prohibits the more than 86,000 units of local government, including the Wheaton Park District, from discrimination on the basis of disability in the delivery of programs and services.

WHEREAS, the US Department of Justice issued an implementing regulation for title II which became effective on January 26, 1992 and subsequently published an amended ADA title II regulation and a new Standard for Accessible Design on September 14, 2010.

WHEREAS, the Wheaton Park District must adhere to the 2010 standards for all new construction that occurs after March 15, 2012.

WHEREAS, the Wheaton Park District provides recreational program and inclusion services for individuals with disabilities as a founding member of the Western DuPage Special Recreation Association.

WHEREAS, the Wheaton Park District funds recreational and inclusion services for individuals with disabilities and compliance with the Americans with Disabilities Act through a portion of its' annual tax levy as allowed for within Article 5, Section 8 of the Illinois Park District Code as enacted and amended by the Illinois Legislature as State Law.

WHEREAS, in 2010, the Board of Commissioners of the Wheaton Park District commissioned the completion of an ADA Transition Plan with Recreation Accessibility Consultants, LLC which was completed in January, 2011 and subsequently accepted by the Board of Park Commissioners.

WHEREAS, the Board of Park Commissioners of the Wheaton Park District hereby finds and declares that it is in best interests of the Park District to formally designate an Americans with Disabilities Act Compliance Officer in compliance with the Americans with Disabilities Act, as now and as hereafter may be amended (the "Act"), to carry out the functions of that office in accordance with the Act.

WHEREAS, the Board of Park Commissioners of the Wheaton Park District hereby affirms its' policy through this resolution of Compliance with the Americans with Disabilities Act related to employment, program services, activities and facilities.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE WHEATON PARK DISTRICT, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: Each of the following persons is hereby designated an Americans with Disabilities Act Compliance Officer of and for the Wheaton Park District, to serve in that capacity and carry out the functions of that office in accordance with the Act until the effective date of such officer's resignation or the termination by the Park Board of such designation:

Michael Benard, Executive Director

SECTION TWO: All policies and resolutions of the Park District which conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

**WHEATON PARK DISTRICT
RESOLUTION NO. 2017-04**

SECTION THREE: This resolution shall be in full force and effect from and after its passage in the manner provided by law.

PASSED THIS 15th day of February, 2017.

AYES:____NAYS:____ABSENT:____

**President, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois**

**ATTEST: Secretary, Board of Park Commissioners
Wheaton Park District
DuPage County, Illinois**



TO: Board of Commissioners

FROM: Owen O'Reilly, Mechanic
Rob Sperl, Director of Parks and Planning

THROUGH: Mike Benard, Executive Director

RE: Fleet Purchases

DATE: February 9, 2017

SUMMARY:

Two fleet vehicles are scheduled for replacement in 2017.

2007 Chevrolet Van #1171

Staff is recommending replacing the van with one of a similar style and capacity.

The cooperative state purchasing bids out vehicles that are similar to these every other year. Bob Ridings Fleet Sales and Landmark Ford Inc. continue to be the current vendors awarded the contracts for these vehicles. Attached is the quote for replacement of each vehicle and the applicable bid contracts.

Per policy, we will continue to dispose of the existing vehicles through auction utilizing local trade in estimates for the base bid amount.

PREVIOUS COMMITTEE/BOARD ACTION:

Not applicable.

REVENUE OR FUNDING IMPLICATIONS:

Funds were allocated in the 2017 budget in account 10-101-000-57-5706-0000. We are recommending some slight adjustments to meet current needs with the total recommendation for vehicles purchased this year remaining within budget.

STAKEHOLDER PROCESS:

Parks department managers were consulted in the recommendation to reduce the capacity of the dump truck.

LEGAL REVIEW:

Joint purchasing agreements were reviewed in 2013 and considered acceptable.

ATTACHMENTS:

Proposals

State contract

ALTERNATIVES:

Bids can be accepted, however previous experience indicates single bids will be received based on non-competition between dealers.

RECOMMENDATION:

Staff recommends the purchase of the following equipment through the state purchasing:

2017 Ford Transit 150 Cargo Van

\$20,412

Quote

Landmark Ford Inc.

You Always Do Better At Landmark

DATE: February 9, 2017

**2401 Prairie Crossing Drive
Springfield, IL. 62711
Phone: 217 862 5253
Fax: 217 862 5316**

Quote For: Wheaton Park district

[illegible]

STATE OF ILLINOIS
DEPARTMENT OF
CENTRAL MANAGEMENT SERVICES

T NUMBER: T7170
PAGE NO.: 00001

DISTRIBUTE TO: 416PSD : BUREAU OF STRATEGIC SOURCING

NOTICE OF AWARD

CONTRACT TITLE: PSD PASSENGER AND CARGO VANS - REBID
MASTER CONTRACT

CONTRACT NO: VARIOUS

OPTIONS AVAILABLE: 02 JOINT PURCHASING: YES

VENDOR NAME AND ADDRESS VENDOR NUMBER:
* * SEE ATTACHED * *

CONTACT THE FOLLOWING IN THE EVENT OF QUESTIONS PERTAINING TO THIS CONTRACT:

BUYER NAME AND PHONE
BRETT BARNES
(217) 785-3851

SOLICITATION: 227816 BID OPEN DATE: 11/21/14

CONTRACT NO: 4018029 4018031
A10128 : VENDOR PAYMENT PROGRAM:

DUE TO UNPRECEDENTED ECONOMIC RECESSION, ILLINOIS HAS EXPERIENCED LOWER THAN EXPECTED REVENUES WHICH HAS LED TO A DELAYED PAYMENT CYCLE. IN MANY CASES, VENDORS AND SERVICE PROVIDERS ARE WAITING SEVERAL MONTHS TO RECEIVE PAYMENT FOR GOODS AND SERVICES PROVIDED TO THE STATE. THE STATE OF ILLINOIS VENDOR PAYMENT PROGRAM IS INTENDED TO PROVIDE RELIEF TO THOSE VENDORS AND SERVICE PROVIDERS.

FOR MORE INFORMATION PLEASE SEE OUR WEBSITE AT PAYMENTS.ILLINOIS.GOV.

CONTRACT NO: 4018029
J04801 : SCOPE:

TO ESTABLISH CONTRACTS TO ENABLE ALL STATE AGENCIES AND AUTHORIZED LOCAL GOVERNMENTAL UNITS TO PURCHASE CURRENT MODEL YEAR PRODUCTION PASSENGER AND CARGO VANS DURING THE CONTRACT PERIOD.

CONTRACT NO: 4018029 4018031
J04803 : TERM AND RENEWALS:

THE CONTRACT PERIOD WILL BE FOR ONE YEAR UPON EXECUTION WITH THE FOLLOWING RENEWAL OPTIONS.

UPON MUTUAL AGREEMENT, THE PARTIES MAY RENEW THE RESULTING CONTRACT(S) FOR A TOTAL OF TWO (2) YEARS IN ONE OF THE FOLLOWING MANNERS:

- A) ONE RENEWAL FOR THE ENTIRE RENEWAL ALLOWANCE.
- B) INDIVIDUAL ONE-YEAR RENEWALS.
- C) ANY COMBINATION OF FULL OR PARTIAL-YEAR RENEWALS UP TO AND INCLUDING THE ENTIRE RENEWAL ALLOWANCE.

RENEWAL SHALL BE ON THE SAME TERMS AND CONDITIONS AS THE ORIGINAL CONTRACT EXCEPT AS OTHERWISE ALLOWED IN THE CONTRACT. NO RENEWAL MAY BE EFFECTIVE AUTOMATICALLY. NO RENEWAL MAY BE EFFECTIVE SOLELY AT THE VENDOR'S OPTION.

THE LENGTH OF THE CONTRACT, INCLUDING ANY RENEWALS, MAY NOT EXCEED THAT ALLOWED BY LAW, INCLUDING 30 ILCS500/20-60. A TERM CONTRACT CHANGE CONFIRMING RENEWAL OF THIS CONTRACT WILL BE ISSUED.

CONTRACT NO: 4018029 4018031
J04806 : DELIVERY:

VEHICLE PRICES ARE TO BE QUOTED TO INCLUDE DELIVERY TO SPRINGFIELD, ELGIN, AND DOWNERS GROVE FOR STATE OF ILLINOIS VEHICLES.

UNLESS THE LOCAL GOVERNMENTAL UNIT ACCEPTS DELIVERY F.O.B. DEALER'S PLACE OF BUSINESS, LOCAL GOVERNMENTAL UNIT VEHICLES ARE TO BE DELIVERED TO THE LOCAL GOVERNMENTAL UNIT. A COST FOR DELIVERY TO LOCAL GOVERNMENTAL UNITS IS SHOWN UNDER EACH APPLICABLE LINE ITEM.

CONTRACT NO: 4018029 4018031
J04808 : SPECIFICATION ADJUSTMENT/AMENDMENTS:

IN THE EVENT THAT SPECIFICATION ADJUSTMENTS AND/OR CHANGES IN OPTIONAL EQUIPMENT IS DEEMED NECESSARY BY THE STATE DURING THE TERM OF THE CONTRACT, THE PRICES SHALL BE EQUAL TO OR LESS THAN THE MANUFACTURER'S PUBLISHED DEALER COST. MANUFACTURER'S INVOICES SHOWING INVOICE AMOUNT MAY BE REQUIRED TO VERIFY PRICE.

AMENDMENTS:
NO AMENDMENT OR MODIFICATION TO THIS CONTRACT SHALL BE BINDING ON THE STATE UNLESS IT IS IN WRITING AND CONTAINS THE AUTHORIZED SIGNATURE.

CONTRACT NO: 4018029 4018031
J04812 : ORDER CUT-OFF DATES:

IT SHALL BE THE VENDORS'S RESPONSIBILITY TO INFORM CENTRAL MANAGEMENT SERVICES OF THE MANUFACTURER'S ORDER CUT-OFF DATE. IF THE DELIVERY TIME OF THE VEHICLE WILL NOT MEET THE AUGUST 1 LAPSE PERIOD DEADLINE FOR FUNDING, THEN IT SHALL BE THE RESPONSIBILITY OF THE VENDOR TO INFORM CENTRAL MANAGEMENT SERVICES AND MUTUALLY AGREE UPON A NEW ORDER CUT-OFF DATE FOR STATE OF ILLINOIS VEHICLES THAT WOULD MEET THE AUGUST 1 LAPSE PERIOD REQUIREMENT.

FAILURE TO DO SO MAY REQUIRE THE VENDOR TO GO TO COURT OF CLAIMS FOR PAYMENT.

THE VENDOR HAS THE RIGHT TO NOT ACCEPT ORDERS AFTER THE MODEL YEAR ORDER CUT-OFF DATE ISSUED BY THE MANUFACTURER OR A MUTUALLY AGREED UPON ORDER CUT-OFF DATE UNTIL A RENEWAL OF THE CONTRACT TO INCLUDE THE NEXT MODEL YEAR HAS BEEN MUTUALLY AGREED UPON BY BOTH PARTIES.

IF MUTUAL AGREEMENT FOR RENEWAL OF THE CONTRACT CANNOT BE AGREED UPON, THE STATE RESERVES THE RIGHT TO CANCEL THE CONTRACT.

CONTRACT NO: 4018029 4018031
J04813 : LARGE QUANTITY ORDERS:

A LARGE QUANTITY ORDER MAY REQUIRE ESTABLISHMENT OF A DELIVERY SCHEDULE. ACCELERATED DELIVERIES WITHOUT WRITTEN PERMISSION OF THE ORDERING ENTITY WILL NOT BE PERMITTED.

CONTRACT NO: 4018029 4018031
J04825 : WARRANTY/RECALL AND SERVICE BULLETINS:

VEHICLES SHALL BE COVERED BY THE MANUFACTURER'S STANDARD FACTORY WARRANTY.

IT SHALL BE THE RESPONSIBILITY OF THE SUCCESSFUL BIDDER TO ENSURE THAT ALL MANUFACTURER'S RECALL AND SERVICE BULLETINS PERTAINING TO THE VEHICLES PURCHASED ARE SENT TO THE DEPT. OF CENTRAL MANAGEMENT SERVICES, DIVISION OF VEHICLES, 200 EAST ASH STREET, SPRINGFIELD, IL 62704. THE MANUFACTURER SHALL PLACE THE DIVISION OF VEHICLES ON IT'S DEALER MAILING LIST TO RECEIVE THIS INFORMATION.

LOCAL GOVERNMENTAL UNITS SHALL BE CONTACTED INDIVIDUALLY.

CONTRACT NO: 4018029 4018031
J04826 : FACTORY REBATE:

IF DURING THE CONTRACT PERIOD THE STATE OR LOCAL GOVERNMENTAL UNIT BECOMES ELIGIBLE TO RECEIVE A FACTORY REBATE FOR ANY VEHICLES

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T7170
PAGE NO.: 00010

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00035	CONTINUED..... CONTRACT NO: 4018029				
00037	COMMODITY CODE: 5012-055-0103 OPTION, IGNITION KEY SET FOR THE ABOVE REFERENCED VEHICLE. (NO REMOTE) VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 75.00000
00039	COMMODITY CODE: 5012-055-0500 OPTION, DELIVERY TO LOCAL GOVERNMENT. ADD FOR DELIVERY OF ONE (1) VEHICLE TO A LOCAL GOVERNMENTAL UNIT. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 275.00000
00040	COMMODITY CODE: 5012-055-0501 OPTION, DELIVERY TO LOCAL GOVERNMENT. ADD FOR DELIVERY OF A MINIMUM OF TWO OR MORE VEHICLES TO A LOCAL GOVERNMENTAL UNIT. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 225.00000
00067	COMMODITY CODE: 5012-801-1015 VAN, CARGO, 8,600 LB. GVWR (MIN.), FLEX FUEL ENGINE 1. ALL STANDARD EQUIPMENT, NO DELETIONS 2. GVWR: 8,600 LBS. (MIN.) 3. FLEXIBLE FUEL GASOLINE ENGINE 4. AUTOMATIC TRANSMISSION W/OVERDRIVE AND AUXILIARY OIL COOLER 5. TIRES: ALL SEASON RADIALS, FRONT, REAR, AND SPARE TO MEET GVWR RATING 6. BRAKES: 4-WHEEL ANTI-LOCK 7. STABILITY CONTROL SYSTEM 8. DOORS: RIGHT SIDE 60/40 SWING OUT REAR - DUAL PANEL TYPE 9. HEAVY-DUTY REAR STEP TYPE BUMPER 10. RADIO: AM/FM STEREO (MIN.) 11. INTERMITTENT WIPERS WITH WASHER 12. DRIVER AND FRONT PASSENGER AIR BAGS (MIN.) MFR. ORDER CUTOFF DATE: DATE PENDING DELIVERY TIME: 140 DAYS STANDARD COLORS AVAILABLE: EXTERIOR INTERIOR SCHOOL BUS YELLOW PEWTER VERMILLION RED PEWTER OXFORD WHITE PEWTER VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029 BRAND: FORD MODEL: TRANSIT	45.000	EACH	N/A	\$ 19,588.00000
00068	COMMODITY CODE: 5012-055-0100 OPTION, ENGINE BLOCK HEATER FOR THE ABOVE REFERENCED VEHICLE.	1.000	EACH	N/A	\$ 64.00000

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T7170
PAGE NO.: 00011

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00068	CONTINUED..... VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029				
00069	COMMODITY CODE: 5012-055-0131 OPTION, CRUISE CONTROL FOR THE ABOVE REFERENCED VEHICLE. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 277.00000
00070	COMMODITY CODE: 5012-055-0175 OPTION, DOOR GLASS FOR SIDE CARGO (RH), AND FIXED REAR DOOR GLASS FOR THE ABOVE REFERENCED VEHICLE VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 129.00000
00071	COMMODITY CODE: 5012-055-0172 OPTION, DOOR GLASS FOR REAR CARGO, (FIXED GLASS) FOR THE ABOVE REFERENCED VEHICLE VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 64.00000
00072	COMMODITY CODE: 5012-055-0183 OPTION, RIGHT-SIDE SLIDING DOOR IN LIEU OF 60/40 SWING OUT DOORS FOR THE ABOVE REFERENCED VEHICLE. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 140.00000
00073	COMMODITY CODE: 5012-055-0180 OPTION, ELECTRIC BACK-UP ALARM FOR ABOVE REFERENCED VEHICLE DEALER INSTALLED VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 91.00000
00074	COMMODITY CODE: 5012-055-0129 OPTION, CLOTH INTERIOR IN LIEU OF VINYL INTERIOR FOR THE ABOVE REFERENCED VEHICLE. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 52.00000
00075	COMMODITY CODE: 5012-055-0103 OPTION, IGNITION KEY SET FOR THE ABOVE REFERENCED VEHICLE. (NO REMOTE) VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 75.00000
00076	COMMODITY CODE: 5012-055-0133 OPTION, LIMITED SLIP TYPE REAR DIFFERENTIAL FOR THE ABOVE REFERENCED VEHICLE.	1.000	EACH	N/A	\$ 277.00000

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T7170
PAGE NO.: 00012

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00076	CONTINUED..... VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029				
00077	COMMODITY CODE: 5012-055-1247 OPTION, HEAVY-DUTY ALTERNATOR FOR THE ABOVE REFERENCED VEHICLE VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 222.00000
00078	COMMODITY CODE: 5012-055-0176 OPTION, TRAILER TOWING PACKAGE FOR THE ABOVE REFERENCED VEHICLE INCLUDES: TRAILER WIRING PROVISION 4-PIN/7-PIN CONNECTOR TOW HAUL MODE FRAME MOUNTED HITCH RECEIVER RELAY SYSTEM FOR BACK UP/BT/RUNNING LIGHTS ELECTRIC BRAKE CONTROLLER TAP IN CAPABILITY VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 397.00000
00079	COMMODITY CODE: 5012-055-0203 OPTION, INTEGRATED BRAKE CONTROLLER FOR THE ABOVE REFERENCED VEHICLE INCLUDES: CRUISE CONTROL HD TRAILER TOW PACKAGE VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 870.00000
00080	COMMODITY CODE: 5012-055-0195 OPTION, RUBBER FLOORING FOR REAR CARGO AREA FOR THE ABOVE REFERENCED VEHICLE VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 225.00000
00081	COMMODITY CODE: 5012-055-0173 OPTION, PANEL BULKHEAD PACKAGE CONSISTING OF STREETSIDE PANEL, CENTER PANEL, AND CURB PANEL FOR THE ABOVE REFERENCED VEHICLE, MAY BE DEALER INSTALLED VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029 BRAND: MASTER RACK	1.000	EACH	N/A	\$ 1,072.00000
00082	COMMODITY CODE: 5012-055-0196 OPTION, PANEL BULKHEAD PACKAGE WITH RACKS AND BINS FOR THE ABOVE REFERENCED VEHICLE, MAY BE DEALER INSTALLED VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 1,784.00000

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T7170
PAGE NO.: 00013

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00082	CONTINUED..... BRAND: MASTER RACK				
00083	COMMODITY CODE: 5012-055-0193 OPTION, ELECTRICAL CONTRACTOR/APPLIANCE REPAIR SHELVING PACKAGE FOR THE ABOVE REFERENCED VEHICLE, MAY BE DEALER INSTALLED VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029 BRAND: MASTER RACK	1.000	PKG	N/A	\$ 2,062.00000
00084	COMMODITY CODE: 5012-055-0194 OPTION, PLUMBING/HVAC SERVICE SHELVING PACKAGE FOR THE ABOVE REFERENCED VEHICLE, MAY BE DEALER INSTALLED VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029 BRAND: MASTER RACK	1.000	PKG	N/A	\$ 2,171.00000
00085	COMMODITY CODE: 5012-055-0500 OPTION, DELIVERY TO LOCAL GOVERNMENT. ADD FOR DELIVERY OF ONE (1) VEHICLE TO A LOCAL GOVERNMENTAL UNIT. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 275.00000
00086	COMMODITY CODE: 5012-055-0501 OPTION, DELIVERY TO LOCAL GOVERNMENT. ADD FOR DELIVERY OF A MINIMUM OF TWO OR MORE VEHICLES TO A LOCAL GOVERNMENTAL UNIT. VENDOR: LANDMARK FORD INC : CONTRACT NO: 4018029	1.000	EACH	N/A	\$ 225.00000
00087	COMMODITY CODE: 5012-801-1115 VAN, CARGO, 9,500 GVWR (MIN.) FLEX FUEL ENGINE SPECIFICATIONS: 1. ALL STANDARD EQUIPMENT, NO DELETIONS 2. GVWR: 9,500 LBS. (MIN) 3. FLEXIBLE FUEL GASOLINE ENGINE 4. AUTOMATIC TRANSMISSION W/OVERDRIVE AND AUXILIARY OIL COOLER 5. TIRES: ALL SEASON RADIALS, FRONT, REAR, AND SPARE TO MEET GVWR RATING 6. BRAKES: 4-WHEEL ANTI-LOCK 7. STABILITY CONTROL SYSTEM 8. DOORS: RIGHT SIDE 60/40 SWING OUT REAR - DUAL PANEL TYPE 9. HEAVY-DUTY REAR STEP TYPE BUMPER 10. RADIO: AM/FM STEREO (MIN.) 11. INTERMITTENT WIPERS WITH WASHER 12. DRIVER AND FRONT PASSENGER AIR BAGS (MIN.) MFR. ORDER CUTOFF DATE: DATE PENDING DELIVERY TIME: 140 DAYS STANDARD COLORS AVAILABLE:	20.000	EACH	N/A	\$ 22,941.00000

TO: Building and Grounds Committee

FROM: Rob Sperl, Director of Parks & Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Cosley Zoo Animal Welcome Center / Quarantine Facility
Change Order 1

DATE: February 9, 2017



SUMMARY:

Work on the Cosley Zoo Quarantine Facility has been progressing through the late fall and winter months. The contractor, Kandu Construction, has brought a few items to the district's attention that are outside of the original contract.

- Kandu Construction paid the \$1,000 demolition permit fee in order to keep the project moving. The specifications clearly state permit fees are the responsibility of the park district, therefore Kandu Construction has requested to be reimbursed for these fees.
- The west side of the structure required some regrading to remove a berm. After regrading, the sanitary sewer that ran under the berm was too shallow. Therefore an additional 30' of excavation and pipe were required to reconnect the sewer to the new building. The contractor provided a cost of \$2,976.60 for this work.
- After demolition, the top of foundation between the two halves of the building were not the same elevation. A course of concrete block was added to one half to make up the difference. The contractor provided a cost of \$1,596.44 for this work.

PREVIOUS COMMITTEE/BOARD ACTION:

Kmiecik Architects were approved in September 2015 to design this facility for the amount of \$30,000.

Construction contract with Kandu Construction was approved in September 21, 2016 for the amount of \$558,108 with a 10% contingency.

This was discussed at the February 1, 2017 Buildings & Grounds subcommittee meeting.

REVENUE OR FUNDING IMPLICATIONS:

A summary of expenses is as follows:

Item	Amount
Kmiecik Architects	\$30,000
Kandu Construction	\$558,108
Owner Supplied Equipment	\$10,000
Permit Fee	\$5,150
Total	\$603,258

A 10% contingency (\$55,810.80) was approved at the time of the contract. The total for all changes described above is \$5,573.04. If approved, the remaining contingency would be \$50,237.76

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Legal counsel prepared standard bidding and contracting documents.

ATTACHMENTS:

Kandu Construction cost estimates

Kmiecik Architects recommendation letter

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve a change order #1 with Kandu Construction for the Cosley Zoo Quarantine Facility in the amount of \$5,573.04

KMIECIK ARCHITECTS LTD.

1621 ASTON COURT
WHEATON, ILLINOIS 60187-3701
708-347-0941
E-MAIL lmk@kmiecik-architects.com

09 February 2017

Steve Hinchee
Superintendent of Planning
Wheaton Park District
1000 Manchester Road
Wheaton, IL. 60187

PROJECT Cosley Zoo Animal Welcome Center

PROJECT # 2015-018

Dear Steve,

I have review the proposed Change Order #1 from Kandu Construction to add additional sanitary sewer from the building to approximately 30' beyond the building to obtain the proper coverage and depth of the sewer line. All quantities and pricing are in order.

I have reviewed the proposed Change Order #2 from Kandu Construction to add additional concrete block repair of the foundation. All quantities and pricing are in order.

Sincerely,
Kmiecik Architects, Ltd.



Larry M. Kmiecik, AIA, NCARB
Principal / Kmiecik Architects Ltd.

X.C. via Email Mike Benard, Executive Director

DRAFT AIA® Document G701™ - 2001

Change Order

PROJECT (Name and address):

Cosley Zoo Quarantine Facility
1351 N. GARY AVE.
WHEATON, IL. 60187

CHANGE ORDER NUMBER: 001**DATE:** 01/26/2017**TO CONTRACTOR (Name and address):**

Kandu Construction Inc.
3756 W. Devon Ave.
Lincolnwood IL. 60712

ARCHITECT'S PROJECT NUMBER: 16014**CONTRACT DATE:** 09/21/2016**CONTRACT FOR:** General Construction**OWNER:** ☒**ARCHITECT:** ☒**CONTRACTOR:** ☒**FIELD:** ☐**OTHER:** ☐**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Exterior Sanitary Tie-In

*Kandu Construction determinrd that the invert of the existing sewer would not provide the amount of pitch for the sanitary waste to leave the new building.

*Using the sewer camera CW Burns located approx. 30' from the sanitary tie-in shown on the drawings, the existing pipe at a depth of 6'. At this point the tie-in would be made and 30' of new 6" PVC pipe would be installed with a cleanout 5' from the outside of the building. Half a load of CA 7 stone was used to properly bed the 6" PVC.

1- Plumber (Camera & Layout)	Each@ \$101.43	Total@ \$101.43
8- Hrs. (plumber)	Each@ \$ 101.43	Total@ \$811.44
30- FT. of 6" PVC Pipe	Each@ \$ 4.00	Total@ \$120.00
1- 6" Mission Coupling	Each@ \$ 55.00	Total@ \$ 55.00
1- 6" PVC Tee	Each@ \$ 45.00	Total@ \$ 45.00
1- 6" Cleanout	Each@ \$ 25.00	Total@ \$ 25.00
1- Glue & Primer	Each@ \$ 20.00	Total@ \$ 20.00
1- 1/2 Load of Stone	Each@ \$ 150.00	Total@ \$150.00
8- Hrs. (Excavator)	Each@ \$ 98.00	Total@ \$784.00
1- Equipment (Excavator)	Each@ \$ 670.00	Total@ \$670.00
1- 07% OH & P		Total@ \$194.73

Total: \$2,976.60

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is 05/26/2017

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

\$ 558,108.00

\$ 0.00

\$ 558,108.00

\$ 2,976.60

\$ 561,084.60

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

KMIECIK ARCHITECTS, LTD.

ARCHITECT (Firm name)

1621 ASHTON COURT, WHEATON,
IL. 60187

ADDRESS

BY (Signature)

LAWRENCE M. KMIECIK

(Typed name)

DATE

KANDU COSNTRUCTION INC.

CONTRACTOR (Firm name)

3756 W. DEVON, LINCOLNWOOD, IL.
60712

ADDRESS

BY (Signature)

JAMES KANDU

(Typed name)

DATE

Wheaton Park District

OWNER (Firm name)

1356 Gary Avenue, Wheaton, IL. 60187

ADDRESS

BY (Signature)

(Typed name)

DATE

DRAFT AIA® Document G701™ - 2001

Change Order

PROJECT (Name and address):

Cosley Zoo Quarantine Facility
1351 N. GARY AVE.
WHEATON, IL. 60187

CHANGE ORDER NUMBER: 002**DATE:** 01/26/2017**TO CONTRACTOR (Name and address):**

Kandu Construction Inc.
3756 W. Devon
Lincolnwood, IL. 60712

ARCHITECT'S PROJECT NUMBER: 16014**CONTRACT DATE:** 09/21/2016**CONTRACT FOR:** General Construction**OWNER:** ☒**ARCHITECT:** ☒**CONTRACTOR:** ☒**FIELD:** ☐**OTHER:** ☐**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

- After exposing the existing foundation at the existing crawl space, it was found that the foundation was concrete block and not concrete, and the footing was only 12" wide. The existing 12" wide footing was sufficient.

- Additional cement blocks to level the existing elevation for the existing foundation walls.

New Stoop Support

2-Hrs Escavator	Each@ \$ 98.00	Total@ \$ 196.00
4-Hrs Carpentry	Each@ \$ 98.00	Total@ \$ 392.00
Concrete	Each@ \$ 350.00	Total@ \$ 350.00
4-Hrs Masonry	Each@ \$ 101.00	Total@ \$ 404.00
Materials	Each@ \$ 150.00	Total@ \$ 150.00
07% OH & P		Total@ \$ 104.44
		Total@ \$ 1,596.44

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is 05/26/2017

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

\$	558,108.00
\$	0.00
\$	558,108.00
\$	1,596.44
\$	559,704.44

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

KMIECIK ARCHITECTS, LTD.

ARCHITECT *(Firm name)*

1621 ASHTON COURT, WHEATON,
IL. 60187

ADDRESS

BY *(Signature)*

LAWRENCE M. KMIECIK

(Typed name)

DATE

KANDU CONSTRUCTION INC.

CONTRACTOR *(Firm name)*

3756 W. DEVON, LINCOLNWOOD, IL.
60712

ADDRESS

BY *(Signature)*

JAMES KANDU

(Typed name)

DATE

Wheaton Park District

OWNER *(Firm name)*

1356 Gary Avenue, Wheaton, IL. 60187

ADDRESS

BY *(Signature)*

(Typed name)

DATE

TO: Board of Park Commissioners
FROM: Michael Benard, Executive Director
RE: Second Amendment to Sick Leave Policy
DATE: February 9, 2107



SUMMARY:

Illinois Employee Sick Leave Act Amended

*By [Jim Griffin](#), JD, Employment Counsel
Published January 24, 2017*

The Illinois Employee Sick Leave Act ("the Act"), which went into effect on January 1, 2017, requires employers to allow employees to use their employer-provided personal sick leave benefits for absences due to an illness, injury or medical appointment of the employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent, for reasonable periods of time, on the same terms as an employee may use the time for his/her own illness/injury. ([See our previous article](#) on the Act's initial passage.)

Less than two weeks after the Act's effective date, the Act has been amended with several significant changes. In one of the most straightforward changes under the amended Act, the list of relatives for whom employees can use their sick time has been expanded to now include stepchildren and domestic partners. Thus, employers should once again update their sick leave policies to ensure compliance with the amended Act.

The amended Act also now specifically states that employers may request written verification of the employee's absence from a health care professional if such verification is required under the employer's employment benefit plan or paid time off policy. This addition supplements the existing provision that stated employers could subject an employee's request for leave under the Act to the same terms under which an employee must request leave for his or her own illness. Importantly, covered employers in Chicago or suburban Cook County must be sure to follow local ordinances which only permit such verification for absences that exceed three days, and have other requirements regarding employee notice and use restrictions.

- See more at:

https://www.hrsource.org/maimis/Members/Articles/2017/01/January_24/Illinois_Employee_Sick_Leave_Act_Amended.aspx#sthash.pcP4ENDm.dpuf

PREVIOUS COMMITTEE/BOARD ACTION:

The Wheaton Park District Board of Park Commissioners adopted updated Personnel Policies in July 2016. The Sick Leave Policy (current version below) was then amended in September 2016 by the Park Board due to action by the Governor concerning allowing employees to use sick time to care for family members as underlined.

Sick Leave – Paragraph one of Section 5.3.5

Regular full-time employees are entitled to paid sick leave, which is granted by the Park District at the rate of one (1) sick leave day per month of employment. Employees shall utilize sick leave for their own illness, injury, or medical appointment or for the illness, injury, or medical appointment of a spouse, parent, legal guardian, grandparent, child, sibling, grandchild, mother-in-law, father-in-law, or step-parent. Employees absent from work due to a workers' compensation injury or occupational illness and who are receiving benefits through the Park District's Workers' Compensation Policy are not eligible to receive paid sick leave.

REVENUE OR FUNDING IMPLICATIONS: None

STAKEHOLDER PROCESS:

The policy amendment will be distributed to all employees and the personnel policy manual updated.

LEGAL REVIEW:

The Illinois Sick Leave Act was created by P.A. 99-841 and took effect on 1/01/17. When initially enacted sick leave benefits were expanded to allow an employee to care for the following family members:

“An employee may use personal sick leave benefits provided by the employer for absences due to an illness, injury, or medical appointment of the employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent...”

The Act was subsequently amended less than 2 weeks later by P.A. 99-921, effective on 1/13/17, and made a number of changes, including a further expansion of “family members” that an employee can use sick leave to care for. The Act now allows an employee to care for:

An employee may use personal sick leave benefits provided by the employer for absences due to an illness, injury, or medical appointment of the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent...”

Your policy language below extends coverage to the following family members: “spouse, parent, legal guardian, grandparent, child, sibling, grandchild, mother-in-law, father-in-law, or step-parent.” So it meets the requirements of the initial Act (P.A. 99-841), but it does not meet the requirements of the recent amendments in P.A. 99-921. In order to do so you will need to expand the list of “family members” to include stepchildren and domestic partners.

Hopefully this answers your question. If you have additional questions or need further information or clarification please let me know.

Regards,

Andrew S. Paine | Partner
Tressler LLP
233 South Wacker Drive, 22nd Floor
Chicago, IL 60606
312-627-4154 | Fax: 312-627-1717
apaine@tresslerllp.com | www.tresslerllp.com | www.tresslerllp.com/andrew-paine



CALIFORNIA | ILLINOIS | NEW JERSEY | NEW YORK | PENNSYLVANIA

ALTERNATIVES: None

RECOMMENDATION:

Approve the following second amendment to the Sick Leave Policy of the Wheaton Park District to comply with State Law.

Second Sentence of first paragraph section 5.3.5 personnel policies – amendment additions underlined

An employee may use personal sick leave benefits provided by the employer for absences due to an illness, injury, or medical appointment of the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent...”

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: 2017 Arrowhead Carpeting Project

DATE: February 1, 2017



SUMMARY:

Arrowhead celebrated its 10 year anniversary last year and after hundreds of weddings, golf outings and family celebrations over those 10 years, Arrowhead's carpeting is worn and showing its age. Staff has worked with Ms. Amavaz Barshan, a design consultant with Durkan Hospitality/Mohawk, to design several carpet patterns that complement each other as well as our existing wall color with each pattern specific to individual room dimension and use. Colors and color tones have been carefully adjusted and approved by staff.

The Bid scopes are as follows:

Base Bid - Furnish & Install Carpet on Entire 2nd Floor and 1st Floor Conference Room.

Alternate Bid 1 - Furnish & Install Carpet on stairs to lower level, lower level corridor, and ladies locker room.

Alternate Bid 2 - Additional cost to complete the base bid working only at night.

Alternate Bid 3 - Additional cost to complete the base bid and alternate bid 1 working only at night.

Plans and specifications were prepared by staff. Bids were solicited on January 20, 2017 and they were opened on February 1, 2017. The results were as follows:

	<u>Desitter</u>	<u>Flooring Resources</u>	<u>Vortex</u>	<u>Douglas</u>	<u>Tiles in Style</u>	<u>Mr. Davids</u>
BASE BID	\$97,601.93	\$110,935.25	\$105,813	\$150,000	\$155,677.57	\$94,625***
ALT BID 1	\$29,765.44	\$34,675.20	\$31,916	\$39,000	\$52,832.79	\$33,942***
ALT BID 2	0*	\$7,000	\$14,319	\$13,000	\$25,328.26	\$12,679***
ALT BID 3	0*	\$10,500	\$19,199**	\$16,900	\$78,161.05	\$17,896***
BASE + ALT 1	\$127,367.37	\$145,070.45	\$137,729	\$189,000	\$208,510.36	\$128,567***
BASE + ALT 2	\$97,601.93	\$117,935.25	\$120,132	\$163,000	\$181,005.83	\$107,304***
BASE + ALT 3 (INCLUDES ALT BID 1)	\$127,367.37	\$155,570.45	\$156,928	\$205,900	\$286,671.41	\$146,463***

* Desitter clarified that Alt Bids 2 and 3 were the total amounts and not an additional amount for installation.

**Received email after the bid opening from Vortex explaining their Alt 3 only contained additional pricing for Alt 1 and needed to include Alt 2 pricing as well.

***Bid delivered at 8:00 a.m. in the mail slot at 102 E. Wesley. Staff checked the box earlier that day and only discovered it after bid opening. The bid was opened following consultation with attorney.

Desitter Flooring is the overall lowest bidder for the entire project when the Base Bid is combined with Alternate Bid 1.

Staff also requested UNIT COSTS for floor preparation and furnishing rubber or steel thresholds. The bid results were as follows:

Contractor	Floor Preparation (<i>per S.F.</i>)
DeSitter Flooring	\$ 0.91
Flooring Resources	\$ 0.55 (REG) \$ 0.75 (OT) NO SUNDAYS
Vortex	\$ 0.30
Douglas Floor Covering	\$ 1.00
Tiles in Style	\$ 2.50
Mr. David's Flooring	\$1.00

Contractor	Rubber Thresholds (<i>per L.F.</i>)	Steel Thresholds (<i>per L.F.</i>)
DeSitter Flooring	\$ 1.85	\$ 1.85
Flooring Resources	\$ 4.25 (REG) \$ 5.25 (OT)	\$ 5.00 (REG) \$ 6.00 (OT)
Vortex	\$ 6.00	\$ 12.00
Douglas Floor Covering	\$ 5.00	\$ NO BID
Tiles in Style	\$ 5.50	\$ 7.00
Mr. David's Flooring	\$4.00	\$5.00

Desitter Flooring has favorable references and has provided excellent service to the park district on past projects.

PREVIOUS COMMITTEE/BOARD ACTION:

Results were discussed at the February 1 Building and Grounds meeting.

REVENUE OR FUNDING IMPLICATIONS:

\$70,000 is budgeted for 2017 for this project. The additional \$27,367.37 will be paid for out of fund balance reserves. See attached.

LEGAL REVIEW:

Legal counsel reviewed the situation with Mr. David's bid not being discovered until after the bid opening and advised staff that it is a valid bid that should be included.

ATTACHMENTS:

Fund balance from 2016 Financial Report

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends that the Board of Commissioners accept the Base bid and Alternate 3 from Desitter Flooring in the amount of \$127,367.37 for replacement of carpeting at Arrowhead Golf Club.

Fund Balance Target Analysis
December, 2016

	General 10	Recreation 20	Cosley 22	Insurance Liability 23	Audit 24	FICA 25	IMRF 26	Debt Service 30	Golf 60
Basis of Measurement:									
Budgeted expenditures less budget capital expenditures	3 to 4 months	> 2 months	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	\$5,000	2 - 4 months
FY 2016 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	4,032,646	8,552,180	1,297,003	599,000	30,814	543,027	764,256	4,093,072	9,273,265
FY 2016 Targets									
Target Minimum	1,008,160	1,425,360	324,250	149,750	7,700	135,760	191,060	5,000	1,545,540
Target Maximum	1,344,220	None	648,500	299,500	15,410	271,510	382,130	None	3,091,090
Fund Balance as of December, 2016									
Fund Balance as of 12/31/2015	2,942,921	3,485,515	286,605	361,433	44,918	311,796	433,124	845,718	
Net Profit (Loss) YTD thru December, 2016	281,475	(731,689)	128,499	83,649	(10,712)	(28,788)	(3,759)	13,409	
Fund Balance as of December, 2016	3,224,396	2,753,825	415,104	445,083	34,206	283,008	429,365	859,126	
Cash & Investments 12/31/2015									1,688,579
Cash & Investments December, 2016									3,991,042
Analysis Results									
	Over Maximum Target by	Over Target by	Meets Target	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Target Minimum by	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	1,880,176		-	145,583	18,796	11,498	47,235		899,952
Amount over target or (under target)		1,328,465						854,126	



TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning

THROUGH: Michael Benard, Executive Director

RE: Art Along the Way – Play for All Foundation

DATE: February 6, 2017

SUMMARY:

In 2015, the Play for All Foundation held a Request for Proposals to solicit art for the Sensory Playground and Garden project. The intent of this art would be to provide interactive sculptures that would encourage patrons to make their way from the parking lot to the playground.

After review of the proposals, the committee selected Art by Joseph to complete four sculptures for the project. During 2016, two of these sculptures were completed (see attached).

PREVIOUS COMMITTEE/BOARD ACTION:

In April 2014, the board approved Ordinance No. 2014-05 Approving and Authorizing Execution of Funding and Reimbursement Agreement for the Construction of a Sensory Garden and Playground Between the Wheaton Park District and Play for All Playground and Garden.

REVENUE OR FUNDING IMPLICATIONS:

The Request for Proposals identified a budget of \$50,000 for this project. This was included as a part of Phase 1 funding and is accounted for through a \$2,500 donation from the Lisle Rotary club with the remainder from unrestricted donations.

Funds are budgeted in 40-000-188-57-5701-0000.

STAKEHOLDER PROCESS:

RFP's were reviewed by the Play for All Foundation and a contract was executed with Art by Joseph

LEGAL REVIEW:

Our standard independent contractor agreement was used.

ATTACHMENTS:

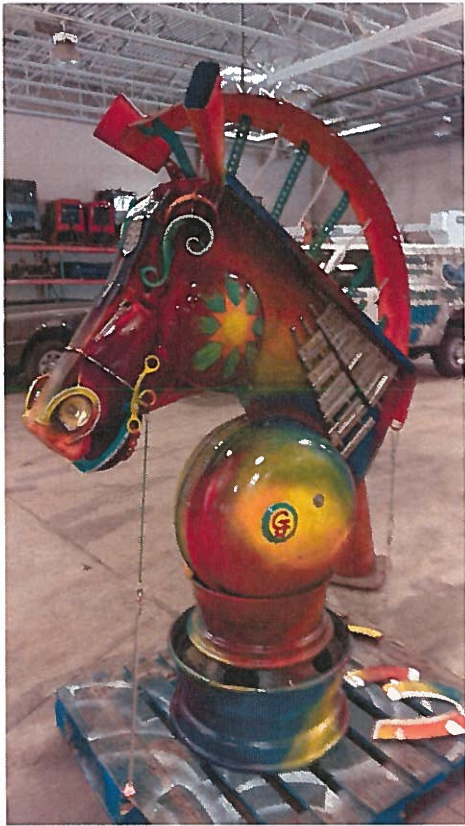
Art by Joseph Proposal and Agreement

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends the Wheaton Park District Board of Commissioners approve the proposal for \$50,000 from Art by Joseph.



Musical Mare – completed in 2016



Horseshoe Arch – completed in 2016

PLAY FOR ALL FOUNDATION CHANGE ORDER

Project: Art Along the Way

Change Order No.: 1

To: F Joseph Gagnepain IV
18 School Street
Geneva, IL 60134

Change Order Date: 11/16/16

Contract Date: 11/19/15

Contract Art Along the Way

For: Independent Contractor Agreement

You are directed to make the following changes in this Agreement:

Work schedule identified in section II. A. C. to be revised to:

Second Sculpture (Archway) installed by December 31, 2016

Third Sculpture (Carousel) installed by March 31, 2017

Fourth Sculpture (Harness Racer) installed by June 30, 2017

The final date of the agreement identified in Section IV to be revised to:

September 1, 2015 – July 31, 2017

Play for All Foundation

Owner

102 East Wesley Street
Wheaton, IL 60187

Address



Michael J. Benard, President

F Joseph Gagnepain IV

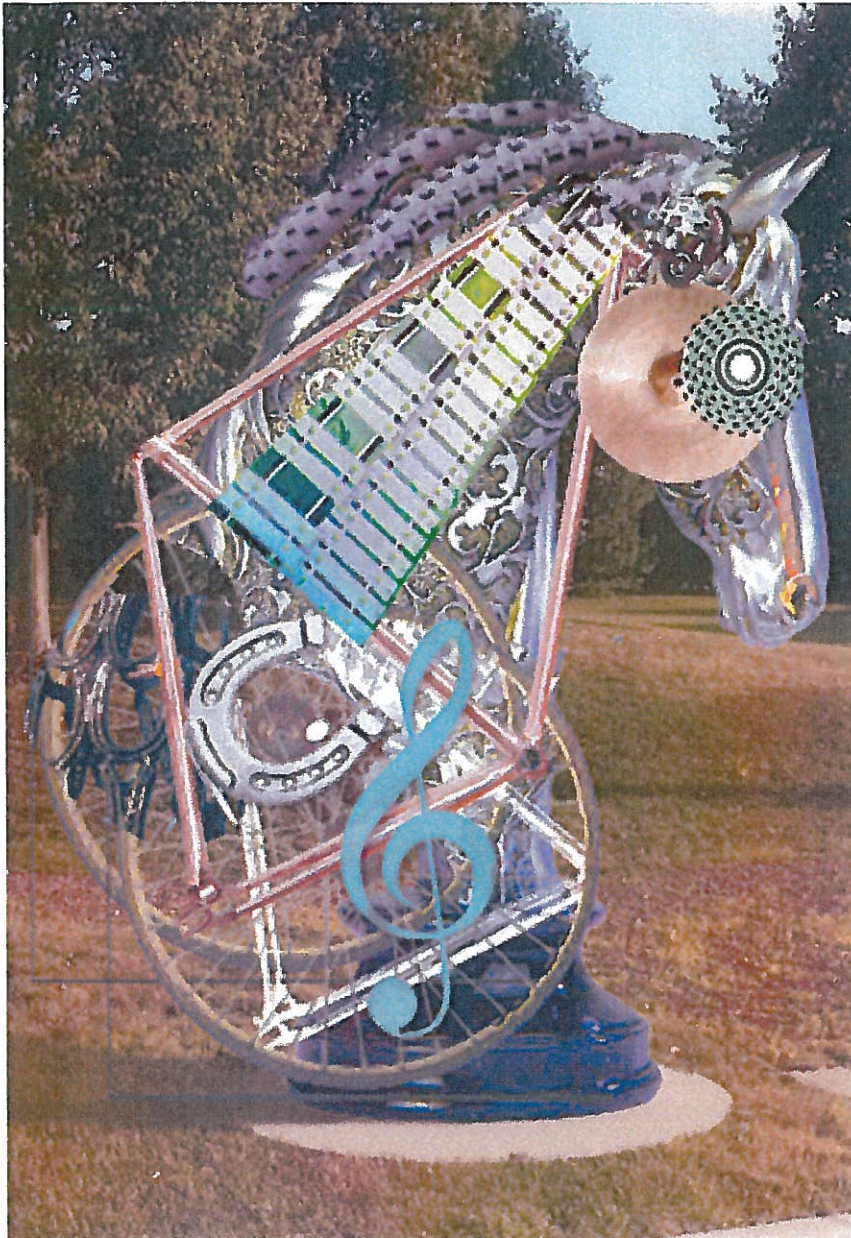
Contractor

18 School Street
Geneva, IL 60134

Address

Signature

INTERACTIVE STATUARY PROPOSAL



Musical Mare

Prepared for: Play For All Sensory Garden

Art Along the Way

Prepared by: Francis Joseph Gagnepain IV,
owner, Art by Joseph

October 29, 2015

DIMENSIONS: 6.5' H x 2.5' D x 5.5' W

MATERIALS:

Steel, Stainless Steel, Found Objects,
Instruments, Cymbals, Tools, Horseshoes

POWDERCOATING CLEARCOAT

\$12,500

INTERACTIVE STATUARY PROPOSAL



Sensory Arch

Prepared for: Play For All Sensory Garden

Art Along the Way

Prepared by: Francis Joseph Gagnepain IV,

owner, Art by Joseph

October 29, 2015

DIMENSIONS: 8.5' H x 1.5' D x 8' W

MATERIALS:

Steel, Stainless Steel, Found Objects,
Instruments, Horseshoes

POWDERCOAT CLEARCOATING

\$12,500

THESIS

Objective

Create children and outdoor interactive sculptures that are ADA compliant and hold to playground safe standards. The sculptures will be instantly welcoming to the park, engaging to the eye, engaging to the touch, and engaging to sound.

Goals

Art by Joseph and the Sensory Garden will initiate contract for Art by Joseph to provide (4) interactive statues within the budgets and timeframes in this proposal. Concrete pads to be poured by the client and Art by Joseph will provide installation with assistance from Wheaton Park District. Art by Joseph will provide documented representation of all the phases of project, for the client to use for marketing purposes and to keep project momentum accountable.

Solution

Musical Mare is a monumental steel statue of a horse's head that will be instantly recognizable and engaging from a distance. When one gets closer they start to see all the different parts that make the striking statue. This will further engage children's imaginations as they see all the objects and see how they relate as shapes. And when approached up close, there are corded mallets attached to the statue, so children can create all the assorted sounds by the different resonating materials attached to a large hollow, resonating steel horse head.

Sensory Arch is a monumental horseshoe that will serve as a gateway into the park, further reinforce the equestrian theme and play off of the scale of something small seen extremely large. When kids get closer they will see that the multi colored semi-transparent acrylic panels mounted in holes of the horseshoe design have symbols in them that display the sight, sound, touch, and imaginative concepts.

Phase #2 Sculptures will incorporate more kinetic properties. These (2) statues are yet to be determined at this phase of proposal.

ARTIST STATEMENT

Joe Gagnepain is engaged in the task of creating something meaningful from society's refuse, working it into monumental works of art. Gagnepain mimics living forms with inorganic matter, creating animals, insects, plants, and whimsical abstractions from garbage. He works primarily in metal and plastic; including bicycle parts, plastic toys, antique metal pieces, car parts, and anything that can be scavenged to reduce environmental impact.

Joe believes that his art should serve the interests of his community by offering accessibility of his work for all to enjoy and be inspired by. Gagnepain's pieces are meant to be outside, to be viewed by many, and be close to the natural world which informs them. To Joe, inspiration comes from many places, and interaction with the public is an important part of his artistic process.

ARTIST CONTACT INFO

Artist:	Francis Joseph Gagnepain IV
Office/Billing/Home:	18 School St. Geneva, IL 60134
Cell:	(630) 456-6626
Studio:	38W239 Midas Elburn, IL 60129
Email:	artbyjoseph@yahoo.com
Website:	http://artbyjoseph.com
Facebook:	http://facebook.com/artbyjoseph

CLIENTS

Geneva Public High School
City of Geneva, IL
Geneva Police Department
City of Aurora, IL
Camel Tobacco
City of Elgin, IL
Pizzeria Venti
Munhall Elementary, St Charles
St. Charles North High School
St. Charles East High School
West Chicago Public Library
North Aurora Public Library
Batavia Enterprises Inc.
City of Batavia, IL
Batavia Mainstreet
Geneva Chamber of Commerce
Graham's 318
Jalapeno Grille Mexican Restaurant
Aliano's Ristorante
All Spoked Up
Arcedium Coffeehouse
Fox River Cafe
Good Cents Children
Ray Witaski Law Practice
The Greater St. Charles Education Foundation
Batavia Park Foundation
Batavia Education Foundation
Batavia Woman's Club
Village of Westmont, IL
Curtis
Take Action Fitness
Anchor Spa and Pool
Integrated Fitness
Martini Blu

Aqua Lounge
East Side Sports Pub
Liechti Collection
Patel Collection
S.C.A.R.C.E.
All Dressed Up Costume Shop
Westfield Old Orchard Mall
Chicago Premium Outlets
Gripple Inc.
Chicago Bears
Scott Marshall Collection
St. Petersburg/Clearwater
MASSIVE MEDIA Inc.
St. Charles Visitor's and Tourism
Chico's Tacos
Bubby's

TIMELINE

November-December Material Acquisition and Large Scale Designs and Detailed Assembly Blueprints

January-February Fabrication and Construction

March-April Painting and Clear Coating

April- Installation of Phase #1 at the Park

January Phase #2 designs submitted/ Finalized

January- February Materials Acquisition and Large Scaled Designs and Detailed Assembly Blueprints
Finalized

March- May Fabrication and Milling and Mechanics

June- July Painting and Clear Coating and Final Details

July - Installation of Phase #2 at the Park

BUDGET

Proposal and Sculpture Designs \$2,500

\$1,250 Due Now

\$1,250 January 2016

Billing Outline in 4 installments

\$12,500 November 2015

\$12,500 January 2016

\$12,500 April 2016

\$12,500 Installation/ July 2016

Description	Quantity	Unit Price	Cost
Musical Mare	1	\$ 12,500	\$ 12,500
Sensory Arch	1	\$ 12,500	\$ 12,500
Phase #2 Kinetic Horse Statuary	2	\$ 12,500	\$ 25,000
Total			\$ 50,000

TO: Board of Commissioners
FROM: Andy Bendy, Director of Special Facilities
Bruce Stoller, Director of Golf
Brian Whitkanack, Director of Banquet and Restaurant Operations
THROUGH: Michael Benard, Executive Director
RE: Arrowhead Halfway House Concession Trolley Purchase
DATE: February 15, 2017



SUMMARY:

In July of 2010, Arrowhead took delivery of our initial "trolley" Halfway House concession trailer. Relocating the concession opportunity has been well received by our guests and proven successful. After six years of being exposed to the elements, it is time to replace the current concession trolley.

Since the arrival of the trolley concession trailer, revenue has increased by approximately 64%.

Three quotes were obtained, all equipment listed below require AGC staff to add an awning, interior cabinets and a stainless steel countertop.

The new trolley will have outside dimensions of: 20' x 8.5' (170 sq. ft.) The new trailer will be 66 sq. ft. larger or 63% larger than the current trolley. Current trolley has outside dimensions of: 16' x 6.5' (104 sq. ft.)

<i>Supplier</i>		<i>Additional fees/costs</i>	
1. Advantage Trailers of Carol Stream, IL	\$22,811.00		\$22,811.00
2. Comforts of Home of Montgomery, IL	\$21,785.00	Plus \$1,500 Windows \$ 600 3-compartment sink	\$23,885.00
3. Southwest Trainer Mfg. of Miami, FL	\$22,320.35	Plus \$1,395 FL Sales Tax Plus \$2,200 shipping	\$25,915.35

PREVIOUS COMMITTEE/BOARD ACTION: Minutes from the May 19, 2010 Board Meeting note;

- Mobile Food and Beverage Trailer Purchase
Commissioner Luetkehans moved to approve expenditure not to exceed \$36,000 for the purchase, delivery and customization of a mobile concession trailer. Commissioner Mee seconded.
Discussion: When asked, staff reported a delivery and operational target of 6-8 weeks.
The motion passed 6 ayes -1 nay (Fieweger) by roll call vote.
- Results discussed at the February 1 Building and Grounds Meeting

REVENUE OR FUNDING IMPLICATIONS: This item has been budgeted not to exceed \$40,000 in the 2017 budget under GL# 60-612-000-57-5706-0000.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS: Quotes from the three prospective suppliers mentioned in the chart above.

ALTERNATIVES:

N/A

RECOMMENDATION: Staff seeks board approval to use Advantage Trailers of Carol Stream, IL as supplier for new concession trolley purchase in the amount not to exceed \$22,811.00.

Quote #: 37518
ARROWHEAD GOLF COURSE



Status: Version: Created: Revised:
Quote 12.0.0 01/27/2017 01/31/2017



SALES CONTACT:

Ed Stevens
ed@advantagetrailer.com
630-580-5840 (Work)
ADVANTAGE TRAILERS AND HITCHES
110 E. North Ave.
Carol Stream, IL 60188
888-280-6595
www.advantagetrailer.com

CONTACT INFORMATION

NOTES

MODEL INFO

Configured Model #: QSTSB8520+0-2T3.5K

Quest Steel Trailer

8.5'W x 20'L x 7.5'H, (2) 3500# Torsion Axle(s)

VIN

Warranty: 5 YR STR, 3 YR LTD, 1 YR ELEC WARRANTY

COLOR: Polar White (Standard)

NEAR COLOR: None

COLOR CASING: Polar White

SPECIFICATIONS

Part Name	Qty	UOM	Total Ext. \$	Ref.
BASE MODEL				
QSTSB8520+0-2T3.5K	1	ea	\$7,434	STD
• Modification: Delete Roof Vent				
AXLE - 3500# - TORSION - EZ LUBE HUBS - ELECTRIC BRAKES	2	ea		STD
• GROUND CLEARANCE: STANDARD (APPROX. 14.25" - NO LOAD)				
AXLE SPACING - SPREAD AXLE	1	ea		STD
ALL TUBE WALL CONSTRUCTION	20	ft		STD
COUPLER - A-FRAME - 2-5/16" - 10,000#	1	ea		STD
CROSS MEMBERS - FLOOR - 16" O/C	20	ft		STD
CROSS MEMBERS - ROOF - 16" O/C - 1" X 3"	20	ft		STD
CROSS MEMBERS - WALL - CS - 16" O/C - 1" X 1.5"	20	ft		STD
CROSS MEMBERS - WALL - RS - 16" O/C - 1" X 1.5"	20	ft		STD
FLOOR DESIGN - FLAT	1	ea		STD
FRAME - 5"	20	ft		STD
FRAME - FULL PERIMETER - STEEL - PAINTED	20	ft		STD
FRAME PROTECTION - SKID PLATES	1	pr		STD
FRONT DESIGN - FLAT	1	ea		STD
JACK - TONGUE - TOP WIND - 5000# - ZINC	1	ea		STD
TIRE/WHEEL - ST205/75R15/LRD - RADIAL ON GREY MOD	4	ea		STD
TONGUE - STANDARD	1	ea		STD
TRUCK PLUG - 7 WAY - BUMPER PULL	1	ea		STD
EXTERIOR ALUMINUM - STANDARD COLOR	20	ft		STD
• Color: Polar White (Standard)				

EXTERIOR FASTENER - SCREWLESS	20 ft	STD
EXTERIOR ALUMINUM THICKNESS - .030	20 ft	STD
FENDERETTES - AL	4 ea	STD
GRAVEL GUARD - ATP - 24" - WITH J RAIL	1 ea	STD
ROOF - ONE PIECE - ALUMINUM	20 ft	STD
TRIM - VERTICALS - FRONT - COLOR MATCHED	1 ea	STD
TRIM - HEADER - REAR - COLOR MATCHED	1 ea	STD
TRIM - VERTICALS - REAR - COLOR MATCHED	1 ea	STD
TRIM - RUB RAIL - UPPER - ALUMINUM - 3"	20 ft	STD
TRIM - RUB RAIL - LOWER - ALUMINUM - 3"	20 ft	STD
DOOR - ENTRANCE - 405 SERIES - 32" X 78" - FLUSH LOCK	1 ea	STD
• RIGHT HINGE		
STEP - RV STYLE - SINGLE - 28"	1 ea	\$98 OPT
WHEEL BOX - SMOOTH AL	2 ea	STD
LIGHT - CLEARANCE - LED - 12V - AMBER - LOWER	2 ea	STD
LIGHT - CLEARANCE - LED - 12V - AMBER - UPPER	9 ea	STD
LIGHT - CLEARANCE - LED - 12V - RED - LOWER	2 ea	STD
LIGHT - CLEARANCE - LED - 12V - RED - UPPER	7 ea	STD
LIGHT - TAILLIGHT - SLIMLINE - LED - 12V - RED	1 pr	STD
PACKAGES		
PACKAGE - ELECTRICAL #3	1 ea	(\$364) OPT
BREAKER BOX - 50 AMP - 120V ONLY - 60 AMP CONVERTER - 12V FUSE PANEL - INTEL-POWER UNIT	1 ea	\$732 PKG
POWER INLET - MOTORBASE - 50A - W/ SHORE CORD - 25'	1 ea	PKG
BATTERY - 12V AGM (930 CA, 775 CCA)	1 ea	\$253 PKG
SWITCH - POWER CUT-OFF - MANUAL - 12V	1 ea	\$88 PKG
LIGHT - RECTANGULAR - LED - 18" - 12V - RECESSED - W/ TRIM RING	4 ea	\$524 PKG
SWITCH - WALL - 3 WAY - 12V	1 pr	\$78 OPT
• USED FOR: LIGHT - RECTANGULAR - LED - 18" - 12V - RECESSED - W/ TRIM RING		
RECEPT - INTERIOR - 120V - 15A	4 ea	\$176 PKG
• GFCI PROTECTED WHERE REQUIRED BY CODE		
LIGHT - SCENE - LED - HIGH OUTPUT - 12V - NON RECESSED - 7" X 3"	2 ea	\$532 PKG
SWITCH - WALL - 12V	1 ea	\$30 PKG
• USED FOR: Exterior Scene Lights		
CABINET - ALUMINUM - BUILDOUT FOR INTEL-POWER UNIT	1 ea	\$40 PKG
• USED FOR: 50 AMP INTEL-POWER BREAKER BOX		
OPTIONS		
JACK - STABILIZER - FOLD DOWN - 2000#	2 pr	\$272 OPT
• Location: FRONT & REAR		
BACKER - ST - 12 GA - WALL	15 sq	\$195 OPT
EXTERIOR ACRYLIC - PREMIUM - 3/16"	8 ft	\$1,496 OPT
• INCLUDES UV & SCRATCH PROTECTION		
• 96" MAXIMUM ACRYLIC PANEL HEIGHT		
• CONSISTENT PANEL & WALL STUD SPACING - MAX 24" - SEE PRINT		
ROOF - WALK ON - PLYWOOD - 3/8"	20 ft	\$480 OPT
• 175 LBF / LINEAR FT - NOT TO EXCEED 2000# FOR ENTIRE ROOF		
REAR WALL - STEEL	1 ea	OPT
DOOR ACCESSORIES - ADD TINTED WINDOW TO ENTRANCE DOOR	1 ea	\$87 OPT
INTERIOR HEIGHT - 7.5'	20 ft	\$640 OPT

SHELF - ALUMINUM - FIXED - 72"W X 18"D	1 ea	\$232 OPT
• Color: Mill Finish		
• INCLUDES SPEED BRACES		
INTERIOR CEILING - WHITE VINYL	20 ft	\$300 OPT
• Cove Color: Polar White		
INSULATION - CEILING - CLOSED CELL - 1" - R-6.5	20 ft	\$640 OPT
INTERIOR WALLS - WHITE VINYL WITH H-MOLDING	20 ft	\$280 OPT
INSULATION - WALLS - CLOSED CELL - 1" - R-6.5	20 ft	\$1,080 OPT
• BUBBLE FOIL INSULATION INSTALLED ALONG WIRING RUNS		
• NOT RECOMMENDED FOR COLD TEMPERATURES		
FLOORING - VINYL - BLACK MARBLE	20 ft	\$640 OPT
BATTERY - 12V AGM (930 CA, 775 CCA)	1 ea	\$253 OPT
LIGHT - RECTANGULAR - LED - 18" - 12V - RECESSED - W/ TRIM RING	1 ea	\$131 OPT
SWITCH - WALL - 12V	1 ea	\$30 OPT
• USED FOR: LIGHT - RECTANGULAR - LED - 18" - 12V - RECESSED - W/ TRIM RING		
PACKAGE - 3-BAY SINK, HAND SINK & BASE CABINET - STANDARD	1 ea	\$3,975 OPT
• SINK - 3-BAY DROP-IN - STAINLESS STEEL - 59" X 23.5" X 12" - W/ FAUCET		
• SINK - SINGLE BOWL - STAINLESS STEEL - 12" X 18" X 9" - W/ FAUCET		
• DISPENSER - PAPER TOWEL - STAINLESS STEEL - WALL MOUNT		
• DISPENSER - SOAP - STAINLESS STEEL - WALL MOUNT		
• CABINET - ALUMINUM - LOWER - STRAIGHT - 96"W X 36"H X 28"D - STAINLESS STEEL COUNTERTOP		
• TANK & LINE HEATERS		
HEATER - WATER - ELECTRIC - 12 GALLON	1 ea	\$882 OPT
WATER PUMP - 3.3 GPM - 120V - W/ WINTERIZING TAP	1 ea	\$280 OPT
• Includes: SWITCH - 120V		
TANK - WATER - FRESH - 48 GALLON	1 ea	\$250 OPT
• TANK SIZE MAY VARY BASED ON LOCATION OF TANKS		
TANK - WATER - GREY - 45 GALLON	1 ea	\$333 OPT
• TANK SIZE MAY VARY BASED ON LOCATION OF TANKS		
A/C W/ HEAT PUMP - 15,000 BTU - LOW PROFILE - 10.5" - WHITE	1 ea	\$1,664 OPT
• HEAT PUMP WILL NOT WORK BELOW 40 DEGREES FAHRENHEIT		
THERMOSTAT - A/C - MOUNTED TO WALL - WHITE	1 ea	\$360 OPT

UNAPPROVED CUSTOM OPTIONS

48" x 36 serving window with screens. (submitted for pricing)	1 ea	\$1,500
SERVING WINDOW ONLY NO EXTERIOR CONCESSION DOOR.... TRAILER WILL BE STATIONARY ITS WHOLE LIFE AND WILL BE LOCATED AT GOLF COURSE. THEY DO NOT WANT A FLIP UP STYLE CONCESSION DOOR		



ADJUSTMENTS

License & Title	\$129
FREIGHT	\$295
Doc Fee	\$88
Discount	(\$3,200)
Total	\$22,811.00

#2

Standard Items

- A/C and Heat Sinks
- Heavy Duty Fold-up Alum. Steps & Rails
- Tinted Chrome Faucet
- Oversized Structural Beams
- Steel Roof and Wall Beams
- HD Tube Framed Doors & Hydraulic Closures
- Poly Insulation
- Smooth Aluminum Exterior Siding
- High Privacy Toilet Partitions that are Half the Distance from the Ground along with no Door Gaps
- One Piece Aluminum Seamless Roof
- FRP (fiberglass wall panels)
- Scissor Jack Levelers
- Dexter (ITS) Independent Torsion Suspension Axles
- Battery Powered Trailer Runaway Protection
- Keyed alike Locks
- Premium LED Trailer Lighting
- PEX Water Lines, more resistant to breakage
- E-Z Lube Hubs
- Plywood Walls and Flooring
- Electric Brakes
- 2- 5/16" Trailer Receiver
- Chip Resistant Undercoating
- Marine Grade Sub Floor
- Thick Painted Aluminum Skin
- Vinyl Sheet Flooring
- Waste Tank Sight Gauge

Optional Items (some items may increase lead time)
 Color: ☐ White ☐ Black ☐ Pewter Gray ☐ Sunset Gold ☐ Green ☐ Blue ☐ Red ☒ Other: **CHEVY 47 GREEN**

Qty	Option	\$/ea	Total \$				
	Interior upgrade to laminated two tone walls from FRP panels (per trailer foot)	\$70	\$0				
	Interior upgrade to laminate walls with wainscoting from FRP panels (per trailer foot)	\$110	\$0				
	Upgrade to 6 panel oak doors from high privacy metal partition doors (per door)	\$300	\$0				
	Wash down package (aluminum interior trim caulked along bottoms so walls can be scrubbed) per trailer foot	\$25	\$0				
	Generator mounted on tongue of trailer with Diamond Plate Encasement (Generator not Included)	\$1,000	\$0				
	Tongue prepped for mounting of a generator	\$250	\$0				
	Detachable Hitch with Front 5k Jack (Only available on wide bodies)	\$400	\$0				
	Elite Awning (8' Deep) 12' Length	\$1,050	\$0				
	Elite Awning (8' Deep) each additional foot beyond 12'	\$30	\$0				
	Solar Panel Charging (per solar panel)	\$700	\$0				
	Deep Cycle Battery (per battery)	\$250	\$0				
	12 volt Package with LED Interior Lighting and Pumps (per trailer foot)	\$50	\$0				
Qty	Option	\$/ea	Total \$	Qty	Option	\$/ea	Total \$
	Coil Rubber Floor (per trailer foot)	\$70	\$0		Upgrade to Std Residential Toilet	\$380	\$0
	Spray in Rubber Floor (per trailer foot)	\$70	\$0		Upgrade to Hands Free ADA toilet	\$500	\$0
	6 Lug Aluminum Wheels (each)	\$110	\$0		Upgrade to Black Toilet	\$200	\$0
	Increase Trailer by 1ft	\$760	\$0		Upgrade to Black Sink	\$50	\$0
	Non-Powered Vent/Skylight (each)	\$120	\$0		Upgrade to Black Urinal	\$125	\$0
Inc	Powered Vent/Skylight (each)	\$170	\$0		Add Toilet	\$450	\$0
Inc	Vent Cover, keeps rain out (each)	\$50	\$0		Add Urinal	\$450	\$0
	Hands Free Sloan Faucet Chrome	\$400	\$0		Single sink to Single Cabinet	\$350	\$0
	Exterior Light (each)	\$165	\$0		Single Sink to Double Sink Solid	\$975	\$0
	Exterior Light (each) LED	\$210	\$0		Double Roll Toilet Paper Dispenser	\$22	\$0
	Transformer for LED Lights	\$125	\$0		Double Roll Toilet Paper Dispenser/Shell	\$60	\$0
	Diamond Plate rock guard	\$350	\$0		Stainless Steel C-Fold Paper Towel Dispenser	\$60	\$0
	Spare tire mounted	\$350	\$0		Extension Hands Free Paper Towel Dispenser	\$90	\$0
	Skirt (per foot of skirt)	\$25	\$0		Extension Hands Free Paper Towel Dispenser (SS)	\$300	\$0
	Utility Room w/ door (Interior Access)	\$550	\$0		Foaming or Liquid Soap Dispensers	\$40	\$0
	Vacant/Occupied LED Indicators	\$125	\$0		Hands Free GoJo Soap Dispensers	\$80	\$0
	Custom stain color (per trailer foot)	\$35	\$0		Hands Free GoJo Soap Dispensers (SS)	\$120	\$0
	Water tank/pump, 135 gallons	\$780	\$0		Automatic Fragrance Dispensers	\$80	\$0
1	Water tank/pump, 225 gallons	\$890	\$890		Stainless Steel Garbage Can (each)	\$90	\$0
	Water tank/pump, 300 gallons	\$1,250	\$0		Sanitary Napkin Disposal SS (each)	\$50	\$0
	Water tank & pump, 400 gallons	\$1,350	\$0		Stainless Steel Shelf (each)	\$60	\$0
1	Hot Water Heater (cabinet/utility)	\$275	\$275		Baby Changing Station	\$275	\$0
	Wall heaters (each)	\$210	\$0		Music Amplifier USB and SD Card Player	\$300	\$0
	Winter Package (per trailer foot)	\$50	\$0		Speakers each (typically one per room)	\$120	\$0
	Arctic Package (per trailer foot)	\$100	\$0		Hand Dryer "Air force"	\$410	\$0
	RV Propane Heater	\$1,200	\$0	6	Outlets-GFI protected	\$120	\$720
	220v/50hz power A/C Heat	\$800	\$0		Kick Plates(int. of Exterior Door)	\$50	\$0
	Dual 20# Propane Tank Mounted on Tongue	\$350	\$0		Fold Down Seats	\$205	\$0
	Dual 30# Propane Tank Mounted on Tongue	\$450	\$0		Extra Sink (where available)	\$475	\$0
	Dual 40# Propane Tank Mounted on Tongue	\$500	\$0	Inc	Obscure Window in Exterior Door	\$50	\$0
	Dual 100# Propane Tank Mounted on Tongue	\$800	\$0	Inc	1" Wash Out Plug	\$0	\$0
	RV Propane Heater	\$1,200	\$0				
Options Selected are Highlighted							\$1,885

I approve the options listed above.

Signature

Date

Comforts of Home Services Inc.

Luxury Trailer Sales
1551 Aucutt Rd
Montgomery, IL 60538
Phone: 630-908-8002 (24/7), Fax: 847-574-7600

Quotation
01/27/17
Quote is good for 30 days
Unless stated otherwise

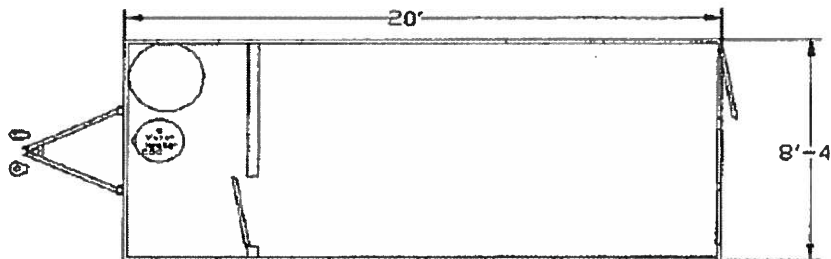
Customer (Buyer)

Name: Wheaton Park District
Address: 102 E Wesley Street
City: Wheaton
Phone: 630-665-4710
Cell:
Other:

State: IL Zip: 60187
Fax: 630-665-5880
Email: pdalcerro@wheatonparks.org

Ship To:
Name: Arrowhead Golf Club
Address: 27W151 Butterfield Road
City: Wheaton State: IL 60189
Contact: Neil Dakerro
Phone: 630-244-8348
630-510-5060 Golf Course

Qty	Description	\$ (ea)	Total
1	20' WB Concession Trailer with 300 gallon waste tank Basic Interior - (White FRP) Exterior - Chevy 47 Green (Color at no additional cost) Customer to supply windows and drop down counter 3" Camlock Valve located on tongue of trailer	\$ 19,900	\$ 19,901



See the next page for Standard and Optional Items

- 1 Options listed on next page
Delivery Charge Per Mile

\$ 1,885	\$ 1,885
\$ 1.90	-
Sub Total:	\$ 21,785
PO Due upon order	\$ -
Net 30	\$ 21,785

Estimated Delivery Date (6-10 weeks from order):
*Delivery Date is only an estimate made at the time of quote, and is not guaranteed

Notes: Local Delivery Free of Charge

*Standard Terms are 50% payment to start an order, remaining due before delivery. PO's are acceptable from most government agencies and large corporations.
Buyer Must Agree to Comforts of Home's Terms and Conditions sheet. Please let us know if a copy wasn't included with this quote
Any Payment by the Customer indicates the Customer agrees to our Terms and Conditions whether its signed or not
Items are the sole property of Comforts of Home Services Inc until full payment is made and must be turned over if payment isn't made within 90 days of delivery
the undersigned(s) will be to purchase the items above in agreement with Comforts of Home's Terms and Conditions (Terms and Condition page must also be signed)

Signature _____

Date _____

Print Name _____



Quote

**Southwest Trailer Mfg, Inc
dba Trailer Factory**



#3

Date 1/25/2017

Estimate # T45398

Name / Address

WHEATON PARKS
630-244-8548
NDALCERO@WHEATONPARKS.ORG

Hours of Operation
Monday-Friday:
8:30am-5:00pm
Saturday: Closed
Sunday: Closed

Our Business Contact Information

11950 SW 222 St
Miami, FL 33170
Tel: 305-257-5745
Fax: 305-257-5778
E-mail: Trailers@TrailerFactory.com
Website: www.TrailerFactory.com

P.O. #

Quote Date 1/25/2017

Terms

Sales Rep

Description	Qty
8.6X20 CUSTOM CONCESSION TRAILER STRUCTURE: -STAINLESS STEEL SCREWS -"TORFLEX" SUSPENSION -TANDEM 4" DROP AXLES (12,000 LB GVW) -ELECTRIC BREAKS ON EACH AXLE W/ BREAKAWAY CABLE & BATTERY -235/80/16 RADIAL TIRES -2 5/16" BALL COUPLER HITCH -7,000 LB HEAVY DUTY LIFT JACK -12V. 7 BLADE TRAILER PLUG CONNECTOR -7'6" INTERIOR HEIGHT -EXTERIOR SCREW LESS BAKED ALUMINUM WALLS (NO RIVETS) -EXTERIOR COLOR: CHOICE FROM STOCK*(WHITE, BLACK, ORANGE, RED, YELLOW, GREEN, DARK BLUE, GRAY) -INTERIOR COLOR: CHOICE FROM STOCK (WHITE, BLACK, ORANGE, RED, YELLOW, GREEN, DARK BLUE, GRAY) -TRAILER FULLY INSULATED -ALUMINUM INTERIOR WALLS COLOR OF INTERIOR WALLS: *CHOICE FROM STOCK [SEE ABOVE]* -BRIGHT DIAMOND PLATED FLOORING -EXTERIOR GRADE 3/4" PLYWOOD SUBFLOOR -36" RV DOOR W/ GLASS AND SCREEN	

Subtotal

Sales Tax (6.25%)

Total

Southwest Trailer Mfg, Inc dba Trailer Factory

QUOTES FROM SOUTHWEST TRAILER MANUFACTURING INC. /
TRAILER FACTORY ARE VALID FOR 15 CALENDAR DAYS.



**Southwest Trailer Mfg, Inc
dba Trailer Factory**



Date 1/25/2017

Estimate # T45398

Name / Address

WHEATON PARKS
630-244-8548
NDALCERO@WHEATONPARKS.ORG

Hours of Operation
Monday-Friday:
8:30am-5:00pm
Saturday: Closed
Sunday: Closed

Our Business Contact Information

11950 SW 222 St
Miami, FL 33170
Tel: 305-257-5745
Fax: 305-257-5778
E-mail: Trailers@TrailerFactory.com
Website: www.TrailerFactory.com

P.O. #

Quote Date 1/25/2017

Terms

Sales Rep

Description	Qty
-FOLDING RV STEP -LED EXTERIOR LIGHTING (D.O.T.) ELECTRICAL: -120 V POWER CONFIGURATION -125 AMP. BREAKER BOX -ONE (1) 13,500 BTUS ROOF MOUNTED AIR CONDITIONER -ONE (1) 36' FT 50 AMP POWER CORD -TWO (2) 8' FLUORESCENT LIGHTS -FIVE (5) DOUBLE PORT OUTLETS -ONE (1) EXTERIOR PORCH LIGHT WATER: -ENCLOSED ALUMINUM HOUSING WITH CABINET -CUSTOM CABINETRY COLOR: CHOICE FROM STOCK (WHITE, BLACK, ORANGE, RED, YELLOW, GREEN, DARK BLUE, GRAY) -ONE (1) 15"X15"X14" 3 COMPARTMENT SINK WITH DUAL DRAIN BOARDS [NSF] -ONE (1) 14"X10" HANDSINK [NSF] -ONE (1) ON DEMAND WATER PUMP -ONE (1) INSTANT 6 GALLON WATER HEATER -ONE (1) 30 GALLON FRESH WATER TANK -ONE (1) 45 GALLON GRAY WATER TANK FILL PORT -ONE (1) EXTERIOR FRESH WATER FILL PORT	

Subtotal

Sales Tax (6.25%)

Total

Southwest Trailer Mfg, Inc dba Trailer Factory

QUOTES FROM SOUTHWEST TRAILER MANUFACTURING INC. /
TRAILER FACTORY ARE VALID FOR 15 CALENDAR DAYS.



**Southwest Trailer Mfg, Inc
dba Trailer Factory**



Date 1/25/2017

Estimate # T45398

Name / Address

WHEATON PARKS
630-244-8548
NDALCERO@WHEATONPARKS.ORG

Hours of Operation

Monday-Friday:
8:30am-5:00pm
Saturday: Closed ✓
Sunday: Closed

Our Business Contact Information

11950 SW 222 St
Miami, FL 33170
Tel: 305-257-5745
Fax: 305-257-5778
E-mail: Trailers@TrailerFactory.com
Website: www.TrailerFactory.com

P.O. #

Quote Date 1/25/2017

Terms

Sales Rep

Description	Qty
-ONE (1) DRAIN BALL VALVE	
-ONE (1) SOAP DISPENSER	
-ONE (1) PAPER TOWEL DISPENSER	
-ONE (1) TOP MOUNTED SHELF	
ALL EQUIPMENT IS STAINLESS STEEL	
*ALL LP EQUIPMENT SHUT OFF VALVES & MAIN SHUT OFF VALVE	
CONCESSION WINDOW WITH SLIDING GLASS AND SCREEN, 74X40 - QTY: 1	2
INTERIOR COUNTER - QTY: 1	2
STAINLESS STEEL EXTERIOR COUNTER BELOW THE CONCESSION	2
WINDOW WITH CHROME DROP BRACKETS - QTY: 1	
9FT COMMERCIAL GRADE STAINLESS STEEL HOOD (NSF) - QTY: 1	
INCLUDES:	
-STAINLESS STEEL BACKSPLASH BELOW CONCESSION HOOD	
-ONE (1) HIGH SPEED CENTRIFUGAL UPBLAST FAN +1677 CFM	
PAPERWORK PROCESSING AND TEMPORARY TAG	

DEPOSITS ARE DOWN PAYMENTS AND ARE NON-REFUNDABLE.

SHOULD YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT US.

WE THANK YOU FOR YOUR BUSINESS!!

Southwest Trailer Mfg, Inc dba Trailer Factory

Subtotal	\$22,320.35
Sales Tax (6.25%)	\$1,395.02
Total	\$23,715.37

QUOTES FROM SOUTHWEST TRAILER MANUFACTURING INC. /
TRAILER FACTORY ARE VALID FOR 15 CALENDAR DAYS.

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks & Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Seven Gables Path Civil Engineering

DATE: January 5, 2017



SUMMARY:

Cage Engineering was contracted in October to perform civil engineering to explore expanding parking at Seven Gables Park. The first steps included topographic survey and soil borings in the area being considered. With this information staff met with neighbors of the park.

Based on the information from the site analysis and meeting with the neighbors, we are recommending closing the original with Cage Engineering and beginning a new contract to look at improving pedestrian circulation within the park by separating it from vehicle circulation. Currently there are a couple areas that the two overlap.

Cage Engineering was asked to provide a proposal to account for the new scope of work. A detail of the engineering fees is as follows:

Item	Cost
Existing Conditions	\$4,900
Concept Plan Development	\$1,800
Preliminary Plan Development & Cost Estimates	\$2,800
Final Engineering & Construction Documents	\$8,100
Bidding Assistance	\$1,500
Construction Assistance	\$1,900
Total	\$21,000
Topo survey & soil borings for parking area (previous contract)	\$2,000
Grand Total	\$23,000

PREVIOUS COMMITTEE/BOARD ACTION:

The Board approved a contract with Cage Engineering in the amount of \$19,900 at October 2016 Board meeting. The parking and proposed pathways were discussed at the November 2016 Buildings & Grounds sub-committee meeting. A cost of \$2,000 was incurred for the survey and soil work noted above.

REVENUE OR FUNDING IMPLICATIONS:

\$30,000 is allocated in the FY2016 budget for engineering parking lot expansion at Seven Gables (40-800-835-57-5701-0000). Another \$25,000 is proposed in the FY2017 budget for engineering as well as \$500,000 for construction.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Our standard consulting agreement provided by legal counsel will be used.

ATTACHMENTS:

Cage revised proposal dated November 22, 2016

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve closing the original contract with Cage Engineering for the Seven Gables parking engineering and beginning a new contract for the Seven Gables path engineering in the not to exceed amount of \$21,000.

**RECREATIONAL PATH -
PROJECT LIMITS**



January 5, 2017

Mr. Steve Hinchee
Wheaton Park District
102 E. Wesley
Wheaton, IL 60187

**AGREEMENT FOR CIVIL ENGINEERING & SURVEYING SERVICES
PROPOSED RECREATIONAL PATH – SEVEN GABLES PARK
WHEATON, ILLINOIS**

Dear Steve:

As a follow up to our meeting on November 16, 2016, it is understood that the original project scope for proposed parking lot improvements at Seven Gables Park has been modified to include a recreational path which connects the other existing sections of asphalt path within Seven Gables Park. In accordance with the aforementioned plan, our services and associated fees are outlined as follows:

A. CONCEPTUAL LAYOUT: \$1,800

Prepare a Conceptual Path Layout exhibit with an aerial photo base. Provide exhibit to WPD for discussion on path location relative to trees and striped athletic fields.

B. TOPOGRAPHIC SURVEY: \$4,900

Topographic Survey of the project area shown on the attached Aerial Exhibit. This survey would include sufficient spot elevations to generate contours at one foot intervals, locations of existing trees, buildings, and locations and elevations of manholes, inverts and visible above-ground utility structures as required for civil engineering design purposes. This work does not include preparation of a formal Boundary Survey.

C. PRELIMINARY ENGINEERING: \$2,800

- 1) Prepare preliminary drawings which depict geometric layout, grading, and drainage design
- 2) Prepare Engineer's Opinion of Probable Cost (EOPC)



D. FINAL ENGINEERING & CONSTRUCTION DOCUMENTS: \$8,100

Prepare CAD generated Construction Documents as follows:

- 1) Title Sheet
- 2) Existing Conditions and Demolition Plan
- 3) Site Geometric & Paving Plan
- 4) Grading, Drainage & Utility Plan
- 5) Soil Erosion & Sedimentation Control Plan, Notes & Details
- 6) Construction Details & Specifications
- 7) Construction Specifications

- Provide updated EOPC based on Final Engineering Plans

E. STORMWATER MANAGEMENT CALCULATIONS: NOT INCLUDED

It is understood that recreational paths are exempt from stormwater detention requirements. With that said, we have not included services related to stormwater calculations or modeling. In the event that the City of Wheaton requires water quality measures relative to the DuPage County Post Construction BMP Ordinance, that would be provided as an additional service to this contract.

F. BIDDING ASSISTANCE: \$1,500

- 1) Coordinate with Park District Staff to field questions from bidders
- 2) Revise design documents to be included in Bid Addendum, if warranted
- 3) Assist in review of contractor bids

G. CONSTRUCTION ASSISTANCE: \$1,900

- 1) Review Requests for Information (RFI's) and respond to contractors as needed
- 2) Construction Observation; visits at critical stages of project completion
- 3) Review change orders & provide recommendation to owner

H. MEETINGS: Time & Material Basis

I. PRINTING & REIMBURSABLES: Time & Material Basis



The attached "General Conditions", which Client hereby acknowledges receiving, are incorporated and made a part of this Proposal. We will begin work as soon as we receive an executed copy of the Proposal.

Thank you again for the opportunity to bid on this project. Should you have any questions, please do not hesitate to contact us.

Yours truly,
CAGE ENGINEERING, INC.

Greg J. Horejs, P.E.
President

Matthew P. Schumacher, P.E.
Project Manager

ACCEPTED: **WHEATON PARK DISTRICT**

By: _____
(Authorized Representative)

(Printed Name)

Title: _____

Date: _____

GENERAL CONDITIONS

REFERENCE CONDITIONS CAGE Engineering, Inc., will hereinafter be referred to as CAGE, and the Client listed in proposal above will be referred to as CLIENT. CAGE is defined as including its subsidiaries, affiliates, contractors, subcontractors and agents, including their respective officers, directors, employees, successors and assigns.

ONE INSTRUMENT/PRECEDENCE These GENERAL CONDITIONS, and the PROPOSAL to which these conditions are attached shall be deemed one instrument, and collectively known as the "Agreement". Wherever there is a conflict or inconsistency between the provisions of these GENERAL CONDITIONS, the PROPOSAL, and any plans or specifications, as applicable, the provisions provided for in these GENERAL CONDITIONS shall, in all instances, take precedence and prevail. These GENERAL CONDITIONS shall apply to the work provided in the PROPOSAL to which this is attached or an amendment or modification, including an agreement for additional services.

ENTIRE AGREEMENT These GENERAL CONDITIONS, the PROPOSAL, and any plans or specifications represent the entire Agreement between the Parties and supercedes any and all prior oral or written communications, understandings or agreements between the Parties. Amendments to these GENERAL CONDITIONS must be in writing and signed by both CLIENT and CAGE.

DISPUTE RESOLUTION In an effort to resolve any conflicts that arise during the performance of professional services for the project, or following completion of the project, CLIENT and CAGE agree that all disputes between them relating to the Agreement shall first be negotiated between senior officers of CLIENT and CAGE for up to 30 days prior to being submitted to mediation. The costs of the mediator shall be split evenly between CLIENT and CAGE. CLIENT and CAGE shall include a similar mediation provision in all of their respective agreements with other parties regarding the Project and will require all such other persons or entities to include a similar mediation provision in all agreements with their respective subcontractors, subconsultants, suppliers and fabricators. Such mediation shall be a condition precedent to a party filing any judicial or other proceeding against the other, except with regard to delinquent fees owed to CAGE. In the event that mediation is not successful, either CLIENT or CAGE may seek resolution in state or federal court that has the required jurisdiction within 180 days of the conclusion of mediation.

STATUTES OF REPOSE and LIMITATION All legal causes of action between the parties to this Agreement shall accrue and any applicable statutes of repose or limitation shall begin to run not later than the date of Substantial Completion. If the act or failure to act complained of occurs after the date of Substantial Completion, then the date of final completion shall be used, but in no event shall any statute of repose or limitation begin to run any later than the date CAGE's services are completed or terminated.

MODIFICATION TO THE AGREEMENT CLIENT or CAGE may request modifications or changes in the scope of services to be performed hereunder. Such changes, including any increase or decrease in the approved fees, shall be incorporated in this Agreement by a written amendment to the Agreement.

ASSIGNMENT Neither party to this Agreement shall transfer or assign any rights under or interest in this Agreement, including but not limited to monies that are due or monies that may become due, without the written consent of the other party.

SEVERABILITY If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.

BREACH In the event CLIENT breaches the terms of this Agreement, CAGE shall be entitled, in addition to the specific remedies provided for in this Agreement, to pursue all remedies available at law or in equity. CLIENT further agrees that CAGE shall be entitled to recover all costs incurred in enforcing any provision of this Agreement, including court costs and reasonable attorney's fees.

WAIVER No waiver by either party of any breach, default, or violation of any term, warranty, representation, agreement, covenant, condition, or provision hereof shall constitute a waiver of any subsequent breach, default, or violation of the same or any other term, warranty, representation, agreement, covenant, condition, or provision hereof.

FEE SCHEDULE Where lump sum fees have been agreed to between the parties, they shall be so designated in the Agreement attached hereto and by reference made part hereof. Where fees are based on hourly charges for services and costs incurred by CAGE, they shall be based upon the hourly fee scheduled adopted annually by CAGE, as more fully set forth in the "Time and Material Rate Schedule" attached hereto and by reference made part hereof.

INVOICES Charges for services will be billed at least as frequently as monthly, and at the completion of the project. CLIENT shall compensate CAGE for any sales or value added taxes which apply to the services rendered under this Agreement or any amendment thereto. CLIENT shall reimburse CAGE for the amount of such taxes in addition to the compensation due for services. Payment of invoices shall not be subject to any discounts or deductions by CLIENT unless agreed to in writing by CAGE. Invoices are considered delinquent if payment has not been received within 30 days from the date of invoice. There will be an additional charge of 2 percent per month compounded on amounts outstanding more than 30 days. All time spent and expenses incurred (including attorney's fees) in connection with collection of any delinquent amount will be paid by CLIENT to CAGE per CAGE's then current "Time and Material Rate Schedule".

CHANGES IN REGULATORY ENVIRONMENT The services provided by CAGE under this Agreement were determined based upon the applicable municipal, county, state and/or federal regulations, codes, laws and requirements that were in existence on the date of this Agreement. Any material additions, deletions or changes in the regulatory environment, which require an increase in the scope of services to be performed, will be an Additional Service.

GOVERNING LAW This Agreement shall be governed by and interpreted pursuant to the laws of the State of Illinois.

CURE PERIOD If during the project term, CLIENT observes or becomes aware of any improper service which has been provided by CAGE, Client agrees to immediately notify CAGE of the same, in writing. CAGE shall then have five working days to cure, or begin to cure in a diligent manner, such improper service before CLIENT may exercise its rights under any default and remedy provision provided for in this Agreement, including the right to take corrective action prior to the termination of the cure period. If CLIENT fails to notify CAGE of any defects within thirty (30) working days of learning of the defects, any objections to CAGE's work shall be waived. CAGE is not responsible for any backcharges unless CLIENT has complied with the foregoing and allowed CAGE the opportunity to cure any problem.

FORCE MAJEURE Obligations of either party under this Agreement shall be suspended, and such party shall not be liable for damages or other remedies while such party is prevented from complying herewith, in whole or part, due to contingencies beyond its reasonable control, including, but not limited to strikes, riots, war, fire, acts of God, injunction, compliance with any law, regulation, or order, whether valid or invalid, of the United States of America or any other governmental body, whether now existing or hereafter created, inability to secure materials or obtain necessary permits, provided, however, the party so prevented from complying with its obligations hereunder shall promptly notify the other party thereof.

STANDARD OF CARE Services performed by CAGE under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document or otherwise.

INDEMNITY To the fullest extent permitted by law, the CLIENT shall waive any right of contribution and shall indemnify and hold harmless CAGE, its agents, employees and consultants from and against all claims, damages, losses and expenses, including but not limited to, attorneys' fees, arising out of or resulting from or in connection with the performance of the work which results from CLIENT's negligence or the negligence of CLIENT's agents. This indemnity shall not require the CLIENT to indemnify CAGE for the negligent acts of CAGE or its agents.

To the fullest extent permitted by law, the CAGE shall waive any right of contribution and shall indemnify and hold harmless CLIENT, its agents, employees and consultants from and against all claims, damages, losses and expenses, including but not limited to, attorneys' fees, arising out of or resulting from or in connection with the performance of the work which results from CAGE's negligence or the negligence of CAGE's agents. This indemnity shall not require the CAGE to indemnify CLIENT for the negligent acts of CLIENT or its agents.

INSURANCE and LIMITATION CAGE is covered by commercial general liability insurance, automobile liability insurance and workers compensation insurance with limits which CAGE considers reasonable. Certificates of all insurance shall be provided to CLIENT upon request in writing. Within the limits and conditions of such insurance, CAGE agrees to indemnify and hold CLIENT harmless from any loss, damage or liability arising directly from any negligent act by CAGE. CAGE shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance. CAGE shall not be responsible for any loss, damage or liability arising from any act by CLIENT, its agents, staff, other consultants, independent contractors, third parties or others working on the project over which CAGE has no supervision or control. Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties agree that CAGE has no duty to defend CLIENT from and against any claims, causes of action or proceedings of any kind. Before work is commenced on the site, and throughout the duration of the project, CLIENT shall maintain insurance coverage so as to indemnify CAGE from all claims of bodily injury or property damage that may occur from CLIENT's negligence.

LIMITATION OF CAGE'S LIABILITY In recognition of the relative risks and benefits of the Project to both the CLIENT and CAGE, the risks have been allocated such that the CLIENT agrees that for the compensation herein provided CAGE cannot expose itself to damages disproportionate to the nature and scope of CAGE's services or the compensation payable to it hereunder. Therefore, to the maximum extent permitted by law, CLIENT agrees that the liability of CAGE to CLIENT for any and all causes of action, including, without limitation, contribution, asserted by CLIENT and arising out of or related to the negligent acts, errors or omissions of CAGE in performing professional services shall be limited to twenty thousand dollars (\$20,000) or the total fees paid to CAGE by CLIENT under this Agreement, whichever is greater ("Limitation"). CLIENT hereby waives and releases (i) all present and future claims against CAGE, other than those described in the previous sentence, and (ii) any liability of CAGE in excess of the Limitation. In consideration of the promises contained herein and for other separate, valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CLIENT acknowledges and agrees that (i) if not for the Limitation, CAGE would not have performed the services, (ii) it has had the opportunity to negotiate the terms of the Limitation, (iii) the Limitation amount may differ from the amount of Professional liability insurance required of CAGE under this Agreement, (iv) the Limitation is merely a Limitation of , and not exculpation from, CAGE's liability and does not in any way obligate CLIENT to defend, indemnify or hold harmless CAGE, (v) the Limitation is an agreed remedy, and (vi) the Limitation amount is neither nominal nor a disincentive to CAGE performing the services in accordance with the Standard of Care.

CONSEQUENTIAL DAMAGES Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither CLIENT nor CAGE, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for incidental, indirect, or consequential damages arising out of or connected in any way to the project or the Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict and implied warranty. Both CLIENT and CAGE shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in the project.

RELIANCE ON INFORMATION PROVIDED CAGE may rely on the accuracy and completeness of any information furnished to CAGE by or on CLIENT's behalf. Furthermore, CLIENT agrees to hold CAGE harmless from any engineering errors resulting from inaccurate site information which is provided by CLIENT. CLIENT's agreement to hold CAGE harmless specifically includes topographic surveys which have been prepared by other consultants, whereby CAGE must rely on the accuracy of grades, as well as location of existing structures and utilities.

PERSONAL LIABILITY It is intended by the parties to this Agreement that CAGE's services in connection with the project shall not subject CAGE's individual employees, officers or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, CLIENT agrees that as CLIENT'S sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against CAGE, and not against any of CAGE's individual employees, officers, or directors.

PERMITS AND FEES Unless the Proposal specifically provides otherwise, CLIENT shall be responsible for paying all application and permit fees and obtaining all permits. CAGE does not warrant, represent or guarantee that the permits or approvals will be issued.

RIGHTS-OF-WAY & EASEMENTS CLIENT shall be responsible for obtaining (or vacating) all right-of-way, easements, real covenants and/or agreements necessary for the proper development of the property, including but not limited to right-of-way and easements which may be necessary for roadway and access improvements; stormwater conveyance and detention; sanitary sewer collection, pumping and treatment facilities; water distribution, treatment or storage facilities; and temporary construction access.

TERMINATION This Contract shall terminate at the time CAGE has completed its services for CLIENT, or prior to that time, if one party provides to the other party written notice, whereby such termination date shall be effective seven (7) days after receipt of such notice. CLIENT agrees to pay for all services, expenses and charges, as agreed, which have been incurred by CAGE through the date of termination.

THIRD PARTY BENEFICIARIES Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either CLIENT or CAGE. CAGE's services under this Agreement are being performed solely for CLIENT's benefit, and no other party or entity shall have any claim against CAGE because of this Agreement, or the performance or nonperformance of services hereunder. Neither CAGE nor CLIENT shall have any obligation to indemnify each other from third party claims. CLIENT and CAGE agree to require a similar provision in all contracts with Construction Contractors, Construction Subcontractors, vendors, and other entities involved in project to carry out the intent of this provision.

REUSE OF DOCUMENTS All documents including reports, drawings, specifications, exhibits, and electronic media furnished by CAGE and/or any subcontractor pursuant to this Agreement are instruments of its services. They are not intended or represented to be suitable for reuse by CLIENT or others on extensions of this project or on any other project. Any reuse without specific written authorization by CAGE is prohibited and is at CLIENT's risk, without liability to CAGE. CLIENT shall indemnify and hold harmless CAGE and/or any subcontractor from all claims, damages, losses and expenses including court costs and attorney's fees arising out of or resulting therefrom.

SUBCONTRACTING CAGE shall have the right to subcontract any part of the services and duties hereunder without the consent of CLIENT.

JOB SITE VISITS CLIENT agrees that services performed by CAGE and/or any subcontractor during construction will be limited to providing assistance in quality control and to deal with questions by the CLIENT's representative concerning conformance with contract documents. This activity is not to be interpreted as an inspection service, a construction supervision service, or guaranteeing the Construction Contractor's or Construction Subcontractor's performance. CAGE and/or any subcontractor will not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs. CAGE and/or any subcontractor will not be responsible for Construction Contractor or Construction Subcontractor's obligation to carry out the work according to the contract documents. CAGE and/or any subcontractor will not be considered an agent of the owner and will not have authority to direct Construction Contractor or Construction Subcontractor's work or to stop work.

ENGINEER'S OPINION OF PROBABLE COST Since CAGE has no control over the cost of labor, materials or equipment, or over a contractor's method of determining prices, or over competitive bidding or market conditions, CAGE's opinions of probable project cost or construction cost for the project will be based solely upon its own experience with construction, but CAGE cannot and does not guarantee that proposals, bids, or the construction cost will not vary from its opinions of probable cost. If CLIENT wishes greater assurance as to the construction cost, CLIENT shall employ an independent cost estimator.

SHOP DRAWING REVIEW CLIENT agrees that CAGE and/or any subcontractor shall review shop drawings and/or submittals solely for their general conformance with CAGE's design concept and contract documents. CAGE and/or any subcontractor shall not be responsible for any aspects of a shop drawing or submittal that affect or are affected by the means, methods, techniques, sequences, and procedures of construction, safety precautions and programs incidental thereto, all of which are the Construction Contractor's or Construction Subcontractor's responsibility. The Construction Contractor/Subcontractor will be responsible for dimensions, lengths, elevations and quantities, which are to be confirmed and correlated at the jobsite, and for coordination of the work with that of all other trades. CLIENT warrants that the Construction Contractor/Subcontractor shall be made aware of the responsibility to review shop drawings and/or submittals and approve them in these respects before submitting them to CAGE.

RECORD DRAWINGS If CAGE is to prepare record drawings as required by the Proposal, then the information submitted by the Contractor and incorporated by CAGE into the record documents will be assumed to be reliable, and CAGE will not be responsible for the accuracy of this information, nor for any errors in or omissions in the information provided by the Contractor which may appear in the record documents as a result, and CLIENT will hold CAGE harmless for any such errors or omissions.

RIGHT OF ENTRY CLIENT shall provide for CAGE's and/or any subcontractor's right to enter property owned by CLIENT and/or others in order for CAGE to fulfill the scope of services for the project. CLIENT understands that use of exploration equipment may unavoidably cause some damage, the correction of which is not part of this agreement.

TIME AND MATERIAL RATES

<u>POSITION</u>	<u>HOURLY RATES</u>
Principal	\$180.00
Project Manager	\$130.00
Project Engineer	\$110.00
Staff Engineer	\$90.00
Engineering CADD Technician	\$80.00
Administrative Assistant	\$50.00

EXCLUSIONS (AVAILABLE AS ADDITIONAL SERVICES):

I. ALL ENVIRONMENTAL SERVICES

II. ALL WETLANDS SERVICES

III. ALL TRAFFIC SERVICES

IV. TOPOGRAPHICAL SURVEYING SERVICES

- A. Preparation of off-site topographic surveys.
- B. Surveying of utilities located by J.U.L.I.E.
- C. Verification or determination of existing underground utilities that cannot be determined from visible observation and site topography. This would include uncovering buried or submerged structures or completing a "J.U.L.I.E." locate. Locations of existing door and stoops, and upper level or basement floor elevations for existing buildings.
- D. Drain tile survey or design.

V. SURVEYING SERVICES

- A. Preparation of a Boundary Survey or an ALTA/ACSM Land Title Survey, subsequent revisions to the ALTA/ACSM Survey after first review, certification to successors and assigns or other unknown third parties, and preparation of additional or modified certificate language.
- B. Preparation of legal descriptions and/or exhibits for additional easements or easement vacations other than those shown on the Final Plat.
- C. Certification for zoning compliance.
- D. Setting lot corners after fence or building construction.
- E. Preparation or negotiation for off-site easements.
- F. Consultation with the Client, the title company or the Client's attorney with regards to the resolution of gaps and/or overlaps.

VI. ENGINEERING SERVICES NOT INCLUDED

- A. Preparation of engineering design and plans for any off-site utility or highway entrance improvements.
- B. Preparation of an Earthwork Analysis, including Plan Revisions.
- C. Design or plan preparation of retaining walls.
- D. Preparation of detailed floodplain and/or floodway studies of any stream or drainage system to determine base flood elevations and stream flows and velocities.
- E. Work in connection with the Federal Emergency Management Agency.
- F. All work in connection with obtaining a permit from the Illinois Department of Transportation or County Department of Transportation, including plan preparation, drainage calculations and dam safety permits.
- G. Completion of a downstream sanitary or storm system study.
- H. Analysis or study of municipal water system (including pressure and flow).

TO: Board of Commissioners
FROM: Andy Bendy, Director of Special Facilities
Bruce Stoller, Director of Golf
THROUGH: Mike Benard, Executive Director
RE: Golf Skate Caddy
DATE: February 15, 2017



SUMMARY:

Single rider personal golf transport products have been on the market for a couple of years. Staff looked at a similar product from a different vendor last year but we were not able to come to satisfactory agreement with them. We were introduced to Golf Skate Caddy last fall by the sales representative for our area.

This type of product has been used at facilities around the area and around the country with overwhelmingly positive reviews. This form of transportation has great appeal with young adults but can be used by people of any age. There is definitely a fun factor that is added to the game while riding one of these units.

Cost to ride the Golf Skate Caddy will be \$32 for 18-holes and \$16 for 9-holes. This is a premium of \$15 and \$7.50 respectively.

PREVIOUS COMMITTEE/BOARD ACTION:

The purchase of four units was discussed at the Finance Sub-Committee meeting February 1, 2017.

REVENUE OR FUNDING IMPLICATIONS:

Fund balance reserves will be used to make this purchase. The Arrowhead Fund Balance Reserve was \$3,991,042 according to the Financial Report December 2016. See attachment.

ATTACHMENTS:

ROI from January 20, 2017 regarding the Golf Skate Caddy and Fund Balance Reserve report.

ALTERNATIVES:

Abandon the purchase of golf skate caddy and continue offering golf carts only.

RECOMMENDATION:

Staff requests the Board of Commissioners' approval to purchase four (4) Golf Skate Caddies at a total cost of \$19,980 (\$4,995 each) plus shipping (estimated at \$1,000).

Date: January 30, 2017
To: Mike Benard
From: Bruce Stoller
 Andy Bendy
Re: Golf Skate Caddy: Alternate source of Revenue / ROI



GOLF Skate Caddy

Investment:

1. The viable golf season for rental is May 1 through October 15: a period of 168 days.
2. The course is closed an average of 5.5 days per year during the season due to poor weather.
3. Weather has a significant impact on play an average of 47 times during the season.
These days are factored at 50%.
4. Total playable days from May 1 through October 15 are 138.

168.0	Total days open
5.5	Closed all day due to weather
<u>23.5</u>	Rain impact (47x.5 rain = 50%)
138.0	Rental days
5. Each board will go twice per day on Friday, Saturday and Sunday, and once per day Monday-Thursday. This was rounded up to an average of 1.5 times per day.

	W/\$32 Board Fee	W/ \$15 Upcharge from Cart Fee
Cost of board	\$4,995	\$4,995
Estimated Shipping	\$250	\$250
Total Cost	\$5,245	\$5,245
Skate Caddy Rental Fee*	\$32	\$15
Rentals to Break Even	163.9	349.7
Rentals/Day	1.5	1.5
Days to Break Even	109.3	233.1
Play Days/Year	138.0	138.0
Years to Break Even	0.8	1.7

*The regular cart fee for 18-holes is \$17 per person.

After speaking with representatives from Golf Skate Caddy as well as golf course operators who have had these or similar boards at their facilities, the following will need to happen operationally at Arrowhead:

- First time users will need to be given instruction before being allowed to ride the boards. First time users must watch a safety video and complete a waiver before playing. The process will take 8-10 minutes and can be done before players get to the course. We will need to provide a computer or tablet to use for this purpose specifically.
- Players will not be allowed to drink alcohol while riding the boards. Beverage cart and halfway house attendants should not serve them alcohol.
- The starter will have a specific script for players using the board which reiterates the training and expectations.
- The boards should be given a short charge between rounds. The company claims the boards will go 36 holes without a charge but they still suggest a 30-60 minute charge between rounds.
- Current staff will be able to handle all additional duties required with the purchase of four boards. Extra staff may be necessary in the future if a large number of additional boards are purchased.
- Boards of this type are relatively new so there isn't reliable data on the useful life of each unit. We expect them to last at least four years.

Fund Balance Target Analysis
December, 2016

	General 10	Recreation 20	Cosley 22	Insurance Liability 23	Audit 24	FICA 25	IMRF 26	Debt Service 30	Golf 60
Basis of Measurement:									
Budgeted expenditures less budget capital expenditures	3 to 4 months	> 2 months	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	\$5,000	2 - 4 months
FY 2016 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	4,032,646	8,552,180	1,297,003	599,000	30,814	543,027	764,256	4,093,072	9,273,265
FY 2016 Targets									
Target Minimum	1,008,160	1,425,360	324,250	149,750	7,700	135,760	191,060	5,000	1,545,540
Target Maximum	1,344,220	None	648,500	299,500	15,410	271,510	382,130	None	3,091,090
Fund Balance as of December, 2016									
Fund Balance as of 12/31/2015	2,942,921	3,485,515	286,605	361,433	44,918	311,796	433,124	845,718	
Net Profit (Loss) YTD thru December, 2016	281,475	(731,689)	128,499	83,649	(10,712)	(28,788)	(3,759)	13,409	
Fund Balance as of December, 2016	3,224,396	2,753,825	415,104	445,083	34,206	283,008	429,365	859,126	
Cash & Investments 12/31/2015									1,688,579
Cash & Investments December, 2016									3,991,042
Analysis Results									
	Over Maximum Target by	Over Target by	Meets Target	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Target Minimum by	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	1,880,176		-	145,583	18,796	11,498	47,235		899,952
Amount over target or (under target)		1,328,465						854,126	



Safety Policy and Procedures Manual and Crisis Management Plan

February 2017

Contents

SAFETY POLICY STATEMENT	5
STATEMENT OF ADMISSION	6
SAFETY COMMITTEE	6
A. Objective.....	6
B. Meetings	6
C. Safety Committee Make-up.....	7
ASSIGNMENT OF RESPONSIBILITIES	7
A. Executive Director.....	7
B. Safety Coordinator Responsibilities	8
C. Responsibilities of Safety Committee Members	8
D. Department Head Responsibilities	8
E. Supervisory Responsibilities	8
F. Employee Responsibilities	9
G. Administrative Goals and Objectives	9
EMPLOYEE SAFETY RULES	10
General Safety Rules	10
ENFORCEMENT OF STANDARDS	11
ACCIDENT REPORTING & INVESTIGATION.....	11
A. Patron/Volunteer Accident/Incident and Property Damage Reporting	11
B. Employee Accident/Injury.....	12
C. Reporting Vehicle Accident Damage	12
D. Reporting Property Damage (<i>Park District Property Only</i>).....	12
MODIFIED DUTY POLICY	13
REPORTING HAZARDOUS CONDITIONS.....	13
HAZARD IDENTIFICATION PROGRAM.....	13
A. Building Inspections.....	13
B. Parks and Playground Equipment Inspection.....	14
C. Fleet Inspections.....	14
D. Pool Inspections.....	15
E. Sled Hill Inspections.....	16
F. Ice Skating Inspections.....	16

G. Sports Field Inspections	17
MAINTENANCE OF SAFE WORKING CONDITIONS	17
A. Buildings- Safety Procedures	17
2. Fire Protection	17
3. Electrical.....	18
4. Housekeeping	18
5. Tools and Equipment.....	18
6. Maintenance of Equipment.....	19
PARKS	19
A. Park Safety Regulations	19
B. Employee Safety.....	20
RECREATION SAFETY.....	20
A. Playground Safety Rules	20
B. Child Care Safety Rules	21
C. Pools	22
ADMINISTRATION SAFETY	23
C. Sharp or Pointed Objects	24
D. Desks and Chairs	24
E. Electrical Hazards.....	24
F. Proper Lifting and Stacking.....	25
COSLEY ZOO SAFETY	25
DUPAGE COUNTY HISTORICAL MUSEUM SAFETY	25
FLEET SAFETY PROGRAM	26
B. Restrictions	27
C. Vehicle Training and Orientation.....	27
D. Ride Checks.....	28
E. Supervisor Responsibilities	28
F. Safety Coordinator Responsibilities	29
G. Human Resources Responsibilities	29
H. Driver Vehicle Safety and Operations.....	29
I. Post Accident Procedures	31
ACCIDENT REVIEW COMMITTEE.....	32
SEAT BELT POLICY	32

A. Proper Use of Seat Belts.....	32
B. 15-Passenger Park District Vans	32
C. Child Passenger Protection Act	33
EMPLOYEE SAFETY TRAINING PROGRAM.....	33
FEDERAL AND STATE SAFETY REQUIREMENTS – RIGHT TO KNOW	33
A. Illinois Toxic Substance Act.....	33
B. Illinois Safety and Health Act	35
C. Illinois Department of Labor (IDOL) Inspections.....	35
D. PDRMA Visits/Inspections	35
E. Local Fire Inspections	36
SPECIFIC SAFETY POLICIES/PROCEDURES	36
A. Personal Protective Equipment (PPE)	36
B. Hazard Communication Program (Right to Know).....	36
C. Bloodborne Pathogens (Communicable Diseases).....	37
D. Lockout Tagout	38
E. Confined Spaces	38
F. Fall Protection	38
G. Protective Footwear Policy.....	39
H. 3 Points of Contact Policy	39
I. 30-Second Site Safety Walk-Through Policy.....	39
J. Ergonomics Policy.....	40
K. Emergency Procedures	40
CRISIS MANAGEMENT PLAN.....	42
What is a crisis?.....	42
Chain of Responsibility and Crisis Management Team	42
A. General Action Steps When a Crisis Occurs	42
B. SPECIFIC ACTION STEPS	43
C. ROLES AND RESPONSIBILITIES OF CRISIS MANAGEMENT TEAM MEMBERS.....	44
CONTACT LIST	47
APPENDIX	48
EMPLOYEE ACKNOWLEDGEMENT	51

Wheaton Park District

SAFETY POLICY STATEMENT

We acknowledge a dedication to provide a safe working environment for our employees as well as a safe leisure environment for the public utilizing our parks, facilities, and programs.

It is the intention of the Wheaton Park District to develop, implement and administer a comprehensive safety and loss control program. In all our assignments; the health and safety of all should be top priority.

Personnel at all levels are directed to make safety a matter of continuing and mutual concern, equal in importance with all other operational considerations. Each supervisor is responsible for work being performed in a safe manner, inspections conducted on a regular basis, hazards and dangers confronted and accidents investigated.

We are confident that this program will be successful and expect your cooperation and support.

Mike Benard
Executive Director

Jane Hodgkinson, President
Board of Park Commissioners

Date

Date

STATEMENT OF ADMISSION

All employees are expected to act and conduct themselves at all times in the best interest of the agency. When an accident occurs, no matter how insignificant it may seem to be, it is of the utmost importance never to presume or admit guilt or fault of any kind. Employees should never speculate on the cause(s) of the accident or injury or discuss any facts of the accident. Employees should cooperate with investigating authorities and with any investigation conducted by or on behalf of the agency. Any and all questions relating to an accident involving agency property and/or personnel should be promptly directed to a department head, or agency spokesperson.

SAFETY COMMITTEE

The purpose of this committee is to review/conduct safety inspections, schedule safety training, review accidents and recommend changes in policies and procedures to promote safety. It will also perform other duties that will provide a safe working environment for our employees and participants. It is the added responsibility of the Safety Committee to be concerned with the safety of visitors utilizing our parks, playgrounds, facilities, and programs.

A. Objective

The Wheaton Park District Safety Committee has been established and will meet on a monthly basis to initiate and execute a safety program by:

1. Conducting regular meetings to discuss accident prevention methods, safety awareness and training, conditions noted on facility and park inspections, incident reports and other safety issues.
2. Taking part in routine inspections of the facilities and grounds to find current hazards and preventing future hazards. These inspections will be submitted to the Safety Coordinator for review at safety and staff meetings.
3. Taking part when requested, in investigating incidents.
4. Recommending proper personal protective equipment (PPE) and other personal safety devices. The recommendations will adhere to OSHA, NIOSH, ANSI, and other industry standards.
5. Developing safety rules and guidelines to provide for the Wheaton Park District's current and anticipated loss reduction needs.
6. Promoting safety for all employees, which is intended to encourage each employee to develop safety awareness.
7. Monitoring activities of departmental safety programs to ensure that they comply with the intent of this policy.
8. To ensure that the Wheaton Park District is compliant with the National Incident Management System (NIMS), Incident Command System (ICS) for efficient and effective response to emergencies.

B. Meetings

The following format will be used to conduct business during the safety committee meeting.

1. ***Call to Order-*** The safety committee meeting will be promptly called to order at the time that the Safety Coordinator established.
2. ***Roll Call-*** The names of each attending safety committee member and any guests should be recorded in the minutes.
3. ***Introductions-*** The guests that are present will be introduced.
4. ***Review of Accidents and Statistics-*** The committee will review all work-related employee injuries, serious injuries to park users and vehicular accidents to determine preventive measures in order to avoid future occurrences.
5. ***Old Business-*** All matters that require definite decisions will be reintroduced for further action.
6. ***New Business-*** At this time, the committee will discuss safety inspections results, new hazards, committee reports, or related safety concerns.
7. ***Activities-*** The Safety Coordinator may wish to appoint subcommittees to arrange, develop, or follow-up on matters pertaining to the safety committee.
8. ***Adjournment***

C. Safety Committee Make-up

The Safety Coordinator has been appointed by the Wheaton Park District Director to chair the safety committee meetings. The safety committee shall be composed of one staff member from each department or in their absence, choose another staff member to represent their department.

ASSIGNMENT OF RESPONSIBILITIES

All Park District employees are responsible for compliance with safety procedures, standards and rules outlined in this manual. The rules and regulations outlined in this manual are a minimum and should in no way limit Wheaton Park District employees from implementing more comprehensive procedures to reduce the likelihood of injury or property damage.

A. Executive Director

The Park District Executive Director has the ultimate responsibility for implementing and overseeing the loss prevention program at the Wheaton Park District. However, for practical purposes, the authority for safe operations will be delegated through all management and supervisory levels. Following is a list of specific duties that the Director will perform to ensure compliance with the safety program.

1. Appoint a Safety Coordinator to implement and administer the loss prevention program.
2. Review all serious employee or public injuries to ensure that the established accident investigation process clearly identifies the causative factors and takes action to prevent reoccurrence.
3. Meet with the Safety Coordinator to review the loss prevention program and make recommendations for improvement.

B. Safety Coordinator Responsibilities

1. The Safety Coordinator has the overall responsibility for formulating, directing, and coordinating all safety activities throughout the district.
2. Acts as the chairperson of the Safety Committee and presents recommendations to the Director when necessary.
3. Develops and maintains a loss prevention program.
4. Prepares agendas and minutes for Safety Committee meetings and reviews summaries of accidents and injuries.
5. Schedules and participates in safety inspections of sites and facilities to identify unsafe conditions or practices.
6. Periodically evaluates the compliance of the Park District Safety Program requirements within each department.
7. Acts as the liaison between the Park District and PDMRA's Loss Control Department.
8. Act as the alternate responsible for filing and sending claim forms to PDMRA.
9. Makes specific budget allocations for the purchase of safety related items.

C. Responsibilities of Safety Committee Members

1. Attend all monthly safety committee meetings, or send an alternate in your place, and contribute ideas and suggestions for safety improvements.
2. Report to the Safety Coordinator any unsafe conditions or behaviors that could lead to loss of life, injury, or damage to Park District property.
3. Participate in the scheduled inspections of all Park District sites and facilities and provide recommendations to the safety committee for the elimination of the identified hazards.
4. Encourage others to work safely while setting an example of safe work performance.

D. Department Head Responsibilities

Each department head is responsible and accountable for maintaining a safe and healthy environment for employees and the public using the Wheaton Park District's facilities and participating in programs, services, and events.

Specific responsibilities include:

1. Maintain and support departmental safety programs by attending safety-related meetings and making loss prevention suggestions.
2. Take corrective action when any known, unsafe condition exists that could potentially affect the safety of a Park District employee or the general public.
3. Enforce Park District safety rules and policies pertinent to the activities conducted in your department.

E. Supervisory Responsibilities

Supervisors are responsible and accountable for accident prevention within their respective department. It must be thoroughly understood that supervisors are the key to an effective safety program. The number of accidents that occur in your work area can be a factor in individual performance reviews.

1. Take the initiative in recommending corrective action for any deficiencies noted in facilities or work procedures that affect Park District loss control efforts.

2. Be firm in enforcement of work policies by being impartial in taking disciplinary action against those who fail to conform; and by giving prompt recognition to those who perform well.
3. Ensure that each employee is fully trained for the job assigned and that the employee is familiar with published department work rules and personal protective equipment requirements.
4. Fully cooperate with the Safety Coordinator in shutting down operations considered to cause imminent danger to employees or the public and in removing personnel from hazardous jobs when they are not wearing or using prescribed protective equipment.
5. Promptly and thoroughly investigate all employee and participant accidents, review the circumstances of each incident and prescribe preventive measures.
6. Promptly submit the appropriate forms to PDRMA and the safety coordinator.
7. Ensure employees receive adequate, documented training in order to be able to respond efficiently and effectively to all relevant emergency situations.

F. Employee Responsibilities

Each Wheaton Park District employee shall be fully responsible for implementing the provisions established in this safety manual as they pertain to their operations. The responsibilities listed are a minimum. They do not limit individual initiative to implement more comprehensive procedures to eliminate hazards.

1. Report all accidents and unsafe conditions to your supervisor immediately. Failure to do so may result in disciplinary action.
2. Promptly forward all medical information pertaining to a work-related injury to your immediate supervisor and Human Resources.
3. Cooperate with and assist in the investigation of accidents.
4. Submit suggestions related to safety methods, conditions, or activities.
5. Attend all required departmental and Park District wide safety meetings and actively participate when necessary.
6. Following protocols, respond efficiently and effectively to all relevant emergency situations.

➤ **Note: Each employee performing hazardous jobs shall, in addition:**

1. Obey all safety rules and follow published work instructions. If you have any doubts about the safety of a job, stop and get instructions from the Supervisor before continuing to work.
2. Only operate equipment that you have been trained to use and that the Supervisor has authorized for the job. All equipment shall be used according to the manufacturer's instructions.
3. Wear the required personal protective equipment when working in hazardous operation areas. Dress safely and sensibly.

G. Administrative Goals and Objectives

1. Keep Wheaton Park District Risk Management Program above the 95% rating of the PDRMA Loss Control Review process.
2. Comply with the PDRMA recommendations.
3. Strive to reduce claim frequency.

EMPLOYEE SAFETY RULES

General Safety Rules

1. No smoking is allowed inside of or within 15 ft of any Park District building or in Park District vehicles; and only in approved areas during the employee's regularly scheduled breaks, or as designated in site specific guidelines.
2. Horseplay and fighting will not be tolerated in the work place.
3. Possession of firearms, alcoholic beverages, illegal drugs or unauthorized medically prescribed drugs will not be tolerated in the work place.
4. Your immediate supervisor must be informed if you are required to take medication during work hours. Written medical evidence stating that the medication will not adversely affect your decision-making or physical ability may be required.
5. Your supervisor must be notified of any permanent or temporary impairment that may reduce your ability to perform in a safe manner.
6. Personal protection equipment must be used when potential hazards cannot be eliminated.
7. Equipment is to be operated only by trained and authorized personnel.
8. Periodic inspections of workstations will be conducted to identify potential hazards and to ensure that equipment or vehicles are in safe operating condition.
9. Any potentially unsafe conditions or acts are to be reported immediately to your supervisor.
10. If there is any doubt about the safety of a work method, your supervisor should be consulted before beginning work.
11. All incidents, near misses, injuries and property damage must be reported to a supervisor, regardless of the severity of the injury or damage.
12. Failure to report an incident or known hazardous condition may be cause for disciplinary action.
13. Employees are responsible for maintaining an orderly environment. All tools and equipment must be stored in a designated place. Scrap and waste material are to be discarded in a designated refuse container.
14. Any smoke, fire, or unusual odors must be reported to your supervisor immediately.
15. Employees who perform physical labor must lift correctly. For objects heavier than 50 pounds, the immediate supervisor must determine specific methods for safe lifting.
16. Employees must never attempt to catch a falling object.
17. If your work creates a potential slip or trip hazard, correct the hazard immediately or mark the area clearly before leaving it unattended.
18. Safety and restraint belts must be fastened before operating any motorized vehicle.
19. Employees who operate vehicles must obey all driver safety instructions and comply with the state law including traffic signs, signals, use of electronic devices (cell phone, Ipad, etc.), and markers.
20. Employees who are authorized to drive are responsible for having a valid driver's license for the class of vehicle they operate. Employees must report driving citations and revocation of driver's license to their supervisor within 24 hours.
21. All employees must know departmental rules regarding first aid, evacuation routes and fire department notification.
22. Employees must assist and cooperate with all safety investigations and inspections and assist in implementing safety procedures that are requested.

23. Departmental rules and procedures specific to departmental operations must be followed by each employee in the department.

ENFORCEMENT OF STANDARDS

All safety and health standards adopted by the Wheaton Park District will be adhered to by all volunteers and persons employed by the Wheaton Park District.

Each person who serves the Park District in a supervisory capacity is responsible for the enforcement of and compliance with the adopted safety rules and regulations.

Any employee who fails to comply with and follow this safety manual may be subject to disciplinary action up to and including termination of employment.

ACCIDENT REPORTING & INVESTIGATION

Employees are required to report all injuries or damage to property of patrons/volunteers or property damage to the Park District to their supervisor immediately after its occurrence. Employees who are injured are required to report their injury to their supervisor immediately.

The supervisor is then responsible for completing the appropriate accident report form, emailing it to PDRMA and giving it to the Safety Coordinator and Human Resources within 24 hours following the incident. Prompt reporting is one key to effective investigation. When accidents are not investigated, nothing can be done to correct their causes and prevent future accidents.

Please adhere to the following guidelines when completing an accident report:

A. Patron/Volunteer Accident/Incident and Property Damage Reporting

1. All patron or volunteer injuries that require any first aid treatment must be reported on an "Accident/Incident Report" **Form 01** (See Appendix). Any extremely minor injuries that require an ice pack, i.e. to soothe a child, may be documented on the "**Minor Injury Log.**"
2. Employee injuries should be reported as stated in Section B below.
3. The accident report must be filled out **completely** and signed. It is important that the names of witnesses be listed on the report.
4. Employees are not to admit to guilt or fault on the part of the Park District or themselves at any time. The Park District, PDRMA or the police department shall determine who was at fault following a thorough investigation.
5. The accident report is to be used for participant and volunteer injuries only.
6. Any head injury, no matter how minor it may seem, must be reported to PDRMA.
7. Photos should be taken where the accident occurred if medical attention was required and submitted with the report. Department Heads or other on-site supervisor should go to the site and take pictures as soon as possible.
8. The accident form should be given to the Safety Coordinator who will then review it with the Safety Committee. The original will be filed in the Human Resource Department.

9. Copies should be sent to PDMRA within 24 hours of the accident/incident.

B. Employee Accident/Injury

1. Accidents involving Park District employees should be reported on PDRMA's online reporting system within 24 hours through the PDRMA website, which is completed by the employee's supervisor.
2. If all the information cannot be obtained immediately, complete as much as possible. The Safety Coordinator or Human Resource Manager will follow up with any missing information.
3. PDRMA may request photos of the area where an incident occurred. Generally, where there is a slip or fall, photos of the accident site should be taken and provided to PDRMA.

C. Reporting Vehicle Accident Damage

1. If an employee is involved in an accident causing damage to another vehicle or property while operating a Park District owned vehicle, they should contact the local police and their supervisor immediately.
2. If damage occurs only to a Park District vehicle or property, contact your supervisor immediately.
3. Following any vehicle accident, the driver will complete the "Vehicle Accident Report" **Form 02** (See Appendix) as soon as possible. This form identifies the procedures that should be followed after an accident has occurred.
4. When involved in an accident with another vehicle the employee should never argue about the accident and never admit or deny guilt. If the occupant of the other vehicle admits guilt, write it down.
5. If the accident involves an unattended vehicle or property, the employee is required to leave a note for the owner, listing the Park District's name and telephone number. The accident is to be reported to the supervisor immediately or by the end of the workday.
6. When appropriate, photos should be taken of the damage and the surrounding area that was involved in the accident.

D. Reporting Property Damage (*Park District Property Only*)

1. If an employee is aware of any property damage to the Park District, they should contact their supervisor immediately.
2. A supervisor should contact their department head and notify the police as soon as possible, if applicable.
3. The supervisor will complete a Property Loss Report, Form 03 (See Appendix) as soon as possible. This form identifies the procedures that should be followed after property damage has occurred.
4. If the property damaged belongs to a patron, please use Form 01.
5. Photos should be taken of the area or item damaged.
6. The claim form should be sent to PDRMA even though you may not have an estimated value of the damage. Make a note on the claim form that you will follow up with an estimate.

7. The form should be given to the Safety Coordinator who will then review it with the Safety Committee. The original will be filed in the Human Resource Department.
8. Copies should be sent to PDMRA within 24 hours of the accident/incident.

MODIFIED DUTY POLICY

The Wheaton Park District is committed to providing employees with every reasonable opportunity to maintain career and employment status and benefits. To that end, we have developed a Modified Duty Program for employees who have sustained work-related injuries or illness. We feel that a Modified Duty Program is mutually beneficial and may aid in the employee's recovery.

The purpose of the Modified Duty Program is to provide a temporary modified work assignment, when feasible and applicable.

The feasibility of Modified Duty shall be determined on a case-by-case basis, taking several factors into consideration, including but not limited to: the employee, the specific physical or mental impairment, the essential functions of the job, the work environment and the ability of the Wheaton Park District to provide accommodation.

REPORTING HAZARDOUS CONDITIONS

Any existing safety hazards and conditions or potential safety problems which are observed, must be reported immediately to either your Supervisor or Safety Committee member through verbal or written form. The supervisor or Safety Committee member will then complete a written work request which will be forwarded to the responsible department for remediation. The Safety Committee will retain a copy of these safety related work requests for follow-up purposes to ensure that proper action has been taken by the responsible party. Serious problems must be resolved as quickly as time permits; non-emergency items must be corrected within a reasonable period of time.

HAZARD IDENTIFICATION PROGRAM

The Wheaton Park District recognizes the need to maintain an on-going safety inspection program to uncover any unsafe human acts or conditions, document the identified hazards and correct these hazards to prevent injury or property damage losses.

As Park District employees, we ask that you assist in this effort by reporting any unsafe condition found in the daily course of your work duties. While our scheduled self-inspection program will be effective in identifying many hazards, you are still the most effective tool available in detecting hazardous conditions before someone gets hurt.

A. Building Inspections

1. FREQUENCY OF INSPECTIONS

Each Wheaton Park District building will be inspected on a monthly basis. Particular attention will be placed on the general condition of the building, fire protection, housekeeping, and maintenance of tools and equipment.

2. INSPECTION PROCESS

Each building will be divided into inspection zones based on structural make-up, activity areas and the potential for fire or other catastrophic emergencies.

3. DOCUMENTATION

The inspector will complete an inspection report form for each inspection. The federal OSHA CFR 1910 General Industry Standards will be used to establish any violations.

4. RE-INSPECTION

- a. Any items needing repair will require corrective action within 30 days. The 30 day time period will begin when the inspection report has been received by the Superintendent of Buildings and Grounds or Building Engineer. It is then signed off by him/her and sent to the department head. Once it is completed, it will be sent to the Safety Coordinator.
- b. The inspector who performed the initial inspection shall conduct the re-inspection following expiration of the 30 day abatement period.
- c. Any remaining incomplete or uncorrected items on the safety inspection following the 30 day period will be referred to the Department Head.
- d. Certain hazardous conditions may require immediate action to prevent injury. Discretion will be given to the inspector to make this recommendation, but approval from the department head and Executive Director should also be sought when necessary.

B. Parks and Playground Equipment Inspection

1. FREQUENCY OF INSPECTIONS

A parks department employee trained and certified to identify any wear, damage, vandalism, or related hazards will perform an in-depth, systematic, preventive playground maintenance inspection each month. Additionally, a high frequency inspection is done weekly by the trim crew leaders at each playground, who is also trained in safety inspection. During this inspection routine maintenance is performed, ie. Clean safety surface of debris etc...

2. INSPECTION PROCESS

The monthly inspections will be conducted on foot and will require the inspector to look for wear, structural integrity, and preventive parts replacement. Attention will also be given to playground surfaces, equipment footings, and landing areas.

3. DOCUMENTATION

We will use a checklist inspection form to identify any needed repairs, vandalism, or equipment replacement for each park. The Superintendent of Parks and/or Safety Coordinator will keep these records.

C. Fleet Inspections

1. FREQUENCY OF INSPECTIONS

- a. All vehicles must be inspected at least one time per month, although many of the items in the inspection should be checked on a daily basis when the vehicle is in operation.
- b. All on road Wheaton Park District vehicles will be thoroughly inspected every three months or 3,000 miles by a mechanic or designated maintenance employee.
- c. All trucks and buses requiring state inspection and certification will be taken to a local state inspection station as required prior to the sticker expiration date.

2. INSPECTION PROCESS

- a. Each employee is required to perform a safety and maintenance inspection on any vehicle prior to use.
- b. The Park District mechanic or designated maintenance employee will perform a thorough inspection of each on-road vehicle as required above. Contracted maintenance such as dealerships or local repair shops may also be used.
- c. All vehicles that require state certification will be inspected at a designated state vehicle safety inspection site.

3. DOCUMENTATION

- a. Employees performing the daily safety/maintenance inspection will do so on an honor system. For monthly inspections, the Monthly Vehicle Inspection Form should be filled out and placed on file with the Superintendent of Parks or facility mechanic.
- b. The thorough three month or 3,000 mile vehicle inspection will be documented on the vehicle inspection checklist. This checklist should be returned to the maintenance office for filing.
- c. All vehicles that successfully pass the state inspection will display the new sticker on the front windshield as required. All expired stickers should be removed promptly. Return all documentation relating to the vehicle inspection to the maintenance office for filing.
- d. Any vehicles that do not successfully pass the state inspection should be taken directly to the Wheaton Park District maintenance or facility mechanic so that the appropriate repairs can be made. A listing of the needed repairs must be given to the Maintenance Supervisor.
- e. The vehicle should be taken for state re-inspection when the needed repairs are completed.

D. Pool Inspections

1. FREQUENCY OF INSPECTIONS

- a. Pools will be formally inspected on a daily basis to identify any hazardous conditions that could cause injury during seasons of operation by the Pool Maintenance Manager.
- b. An in-depth safety inspection will be conducted prior to the opening of the pool each spring.

2. INSPECTION PROCESS

- a. A daily walk through inspection will be performed by the pool manager or trained employee.

- b. The annual pool inspection team will normally consist of the Superintendent of Special Facilities, Project Manager, Aquatics Supervisor, and Safety Coordinator.

3. DOCUMENTATION

- a. If any repairs are needed or safety hazards are noted during the daily walk through inspection, a safety related work request should be completed and forwarded to the Aquatics Supervisor.
- b. The annual in-depth safety inspection will consist of a listing of safety concerns or repairs that the Safety Coordinator prepares.

E. Sled Hill Inspections

1. DESIGN

Sled hills should be designed so that a minimum of hazards such as trees, light poles, etc. is in the immediate sledding area. If any of the above hazards exist, attempts should be made to guard them with rubber tires or similar cushioning devices.

2. INSPECTIONS

During seasonal high use periods, sled hill inspections and maintenance is performed daily. Records should be kept reflecting the inspection results and any completed maintenance. A trained employee should perform these sled hill inspections.

3. DOCUMENTATION

Inspection results and maintenance records should be sent to the Park Superintendent to file.

4. SIGNAGE

Sled hill warning signs should be designed to reflect any known hazards and user safety regulations. These can include:

- Posted use hours
- Direction of sled traffic
- Sledding devices allowed
- Sled hill hazards

F. Ice Skating Inspections

1. INSPECTIONS

Ice rinks whether natural ponds or man-made are inspected daily during the winter season of skating. On natural ponds the snow is removed once the ice depth is 6-8" so proper grooming and surfacing can occur. Once these ponds reach a minimum of 8" ice depth with a solid consistent hard ice they are opened to the public.

2. DOCUMENTATION

All ice skating facilities have detailed inspection results and maintenance records are signed off by the Director of Parks and Planning and in his absence the Superintendent of Buildings and Grounds.

3. SIGNAGE

Ice skating warning signs and flags are posted at the beginning of each winter season. Once the ice is established and skate able, the skating signs are changed to reflect that they are open and the flags are changed to green. GREEN MEANS GO / RED MEANS STOP.

G. Sports Field Inspections

Sports field inspection will take place at a minimum of three times annually, before the start of each season, mid-season, and at the end of each season. Documentation will be kept by the parks department. All goals are staked down and stickers stating the following are on each goal: Warning – Only authorized personnel may move and anchor this goal. If this goal is not anchored down, do not use it and contact 630-690-4880. Serious injury including death can occur if it tips over.

MAINTENANCE OF SAFE WORKING CONDITIONS

A. Buildings- Safety Procedures

1. Egress

- a. Do not obstruct any aisles, exits, or stairways.
- b. Emergency exit doors shall never be chained or locked in a manner that would restrict persons from exiting a building in the event of a fire or related emergency.
- c. Each building will have an emergency exit plan clearly posted in each major public or employee work area to assist occupants if immediate evacuation is necessary.
- d. Emergency lighting fixtures should be installed in all Park District buildings and checked periodically to ensure proper operation. Exit signs should be properly illuminated.
- e. Building occupancy should never exceed posted limits.
- f. All stairways should be equipped with secure railings and adequate illumination. Loose stair treads must be replaced or repaired immediately. Items should never be stored in stairways.
- g. All floors should be periodically inspected and maintained to avoid dangerous conditions. All substances spilled on floors should be immediately removed. Proper signage should be placed where any slip hazards exist.
- h. Sidewalks, steps, parking lots, tennis courts, and related outside areas should be maintained in safe condition.

2. Fire Protection

- a. Properly marked fire extinguishers should be provided in locations required by the local fire codes and should display OSHA color coding describing their type. Each employee should be instructed on the proper use of each type. Signs identifying extinguisher locations must be properly displayed.
- b. Fire extinguishers should not be blocked or obstructed from access.

- c. Fire extinguishers must be checked and serviced annually and must display inspection tags. *Notify the Maintenance Department if a fire extinguisher is empty or the needle gauge registers "recharge."*
- d. An inventory record should be kept by the Maintenance Department listing the location of every fire extinguisher in the Park District.
- e. All combustible supplies and materials must be stored in approved fire containers.
- f. Oily rags must be stored in self-closing fire resistant containers.
- g. Curtains or drapes should be fire retardant.
- h. If you discover a fire, you must make quick decisions. If it is small and the proper fire extinguishers are nearby, put it out. If the fire is too much to handle, evacuate the building and dial "911" from a cell phone or if dialing from inside a Park District building call "9-911." Pull the nearest alarm box to automatically notify the fire department and the building's occupants.

3. Electrical

- a. Electrical circuits should not be overloaded.
- b. Electrical wiring should be properly encased and replaced when defective.
- c. Replace broken light bulbs and fixtures immediately.
- d. All electrical cords should be 3-pronged, double insulated, and proper wire sized. Extension cords should only be used on a short term, temporary basis.
- e. Do not run electrical extension cords under carpeting. Secure cords properly to avoid tripping.
- f. Electrical cords are for temporary use and are not allowed to be used in lieu of permanent wiring.
- g. GFI outlets must be utilized in any area that is within 6 feet of water.

4. Housekeeping

- a. Place all refuse in the proper containers; each building should maintain a sufficient amount of receptacles. Waste receptacles should not be allowed to overflow.
- b. All materials and equipment should be stored properly and secured in designated areas to avoid possible injury or damage to individuals or property.
- c. All floors should be periodically inspected and maintained to avoid dangerous conditions. Remove all substances spilled on floors immediately.
- d. Broken glass in windows and doors should be replaced by Plexiglas or safety glass whenever practical.

5. Tools and Equipment

- a. Never use a defective ladder. Ladders must always be of sufficient length to reach the work being performed. It must be placed firmly on the ground, be equipped with non-slip safety feet, and be kept free of grease and oil. Whenever possible, use a wood or fiberglass ladder to perform electrical repairs.
- b. Proper safety training and instruction should be provided to any employee that uses power tools or equipment.
- c. Employees using hand tools must wear personal protective equipment appropriate for the task being performed. Ignorance will not be tolerated as an excuse. Contact your

Supervisor prior to using any hand tool or equipment if you are unsure of the necessary safeguards.

- d. Examine all hand tools for cracks, splits, or defects before using them. Report any damage to your Supervisor immediately.
- e. Always select the proper tool to perform a task.
- f. Electrical tools should always be grounded and the cords inspected for damage such as cuts, splices, or broken prongs. Use ground fault circuit interrupter protection when around water.
- g. Protect all exposed saw blades or similar sharp tools with scabbards when not in use.
- h. Any ax, sledgehammer, pick, or related hand tool that is cracked, has splintered handle, or loose metal head must be removed from service and repaired.
- i. Make all connections to air tools secure before turning on the air pressure.
- j. Release pressure of air tools before leaving equipment unattended.

6. Maintenance of Equipment

- a. Servicing or repairing of any machinery will be approved by the Maintenance Supervisor or repaired by authorized maintenance personnel only.
- b. Certain machinery may be repaired by outside contractors per the Parks Superintendent approval.
- c. Before repairing any equipment, always “lock-out” the machinery electronically or mechanically first. You can do this by physically locking electrical switches, removing spark plug wires, etc. Lockout tags or signs will be used if the power source is remotely located away from the repair site.

PARKS

A. Park Safety Regulations

The Wheaton Park District commits to providing quality parks for use by the general public. As part of this commitment, all Park District team members must work together to maintain a high degree of safety in its parks, facilities, and the equipment contained within them.

1. Park District employees must exercise extreme caution while performing various work tasks in the parks and recreational facilities to avoid injury to participants when present.
2. Any unfinished projects that present a potential safety concern should be properly protected if left unattended and barricaded if the condition will exist overnight. Suitable barricades or covers shall protect any ground openings such as trenches, holes, or shafts.
3. All playground equipment and playground sites will be systematically inspected monthly for hazards. Records of all inspections and repairs must be maintained in the parks maintenance office.
4. Playground surfaces and athletic fields should be inspected regularly for the presence of and removal of any foreign objects that could cause injury.
5. Bleachers, backstops, dugouts, and players’ benches should be inspected regularly during high use periods and repaired when necessary.
6. All newly installed or replacement playground equipment should comply with standards as proposed by the US Consumer Product Safety Commission (USCPSC) guidelines.

7. All necessary regulatory signs must be posted and positioned in easily viewable, conspicuous locations. Absolutely no swimming will be permitted in any park pond, lagoon, waterway, or retention and detention ponds.
8. Trash and refuse should not be permitted to litter or accumulate in any park building or facility and must be properly hauled to a designated dumping area.
9. Pesticide, herbicides, and fertilizers must be applied in an appropriate manner. Only licensed pesticide applicators are permitted to spray chemicals. Personal protective equipment must be worn in accordance with the Material Safety Data Sheets (MSDS) and manufacturer's recommendations. Signs must be posted in the park, listing the chemicals applied, 24 hours before and the day of the application.

B. Employee Safety

Full-time and part-time maintenance employees shall abide by the work guidelines of the Maintenance Safety Manual. Each employee is responsible for implementing the provisions established in the maintenance safety manual as they pertain to their operations. The responsibilities listed are MINIMUM. They do not limit individual initiative to implement more comprehensive procedures to eliminate hazards.

RECREATION SAFETY

A. Playground Safety Rules

1. A Playground Instructor may be considered a day camp director, assistant director, counselor, pre-school teacher, childcare attendant, or any individual that acts as an overseer of children participating in or using Park District playground equipment.
 - a. All playground supervisors should be trained in basic first aid. At least one individual at each Park District facility should have CPR and first aid training and carry a fully stocked first aid kit with accident incident forms out onto the playground.
 - b. A playground supervisor must be located in close proximity to any play area used by young children participating in Wheaton Park District programs.
 - c. Conduct a daily inspection of the playground area to identify any damaged equipment, glass, foreign objects, etc. Never allow children to play on damaged playground equipment and contact the Parks Department immediately to repair equipment
 - d. Do not permit too many children to play on a single piece of equipment. Observe play patterns to identify any unsafe behaviors.
 - e. Do not allow children to roughhouse or play tag on or near any playground equipment. Never allow children to carry objects when on any apparatus.
 - f. Do not allow children to eat, chew gum or candy while playing on or around the playground.
 - g. Never allow vehicles or ground maintenance to be performed in a close proximity to playing children.
2. Safety Guidelines for Playground Equipment

- a. Rings
 - Rings are to be used for hanging or “traveling,” not gymnastic stunts.
 - One child should travel at least halfway before the second child begins. Only one child should stand on any approach landing.
 - Children should drop from the rings onto an approved surface. Do not allow children to swing out over a hard surface and release their grip.
- b. Climbing Apparatus
 - Never allow children to hang by the knees, stand on top, or jump from the apparatus.
 - Children should keep both hands in contact with the apparatus when climbing or descending.
 - Do not allow children to play below any climbing apparatus.
- c. Slides
 - Children should climb one step at a time, one child at a time.
 - Do not allow children to climb up the slide chute.
 - Children should slide down in a sitting position, feet forward.
- d. Swings
 - Only allow one child per swing in a seated position.
 - Try to limit the activities in the immediate area surrounding the swing seats.
 - Do not allow children to engage in “jumping contests” from the swings.
- e. Bats and Balls
 - Only allow bats to be swung in approved areas. Bats are not to be thrown.
 - Do not allow children to climb the baseball backstops.
 - Basketballs and volleyballs are not to be kicked.

B. Child Care Safety Rules

1. Counselors/Teachers/Childcare Attendants are not allowed to administer medication to any children unless the parents have notified the Park District Office that their child needs medication and have signed a Medication Dispensing Information form.
2. All medication should be kept in a locked box out of reach and will be dispensed by only one teacher, camp director/assistant director and/or childcare attendant.
3. Do not allow any children to leave the boundaries of the camp/program. Be aware of any strangers in the parks.
4. Do not allow children to leave with anyone but a parent/guardian or adult who has been placed on that child’s pick-up list by the parent who has shown a valid picture ID.
5. Counselors/teachers should not assist any child in the bathroom, port-o-potty or applying sunscreen.
6. On hot summer days periodic breaks (every 30 min. to 1 hr.) should be taken so that the children and counselors can drink plenty of water.
7. Do not keep any hazardous chemicals or dangerous objects in low cabinets or on low shelves within reach of the children.
8. Keep all sharp objects out of reach of children. (Scissors, letter openers, etc.)

9. When leaving the Park District building for outside activities, a first aid kit must be brought with. A first aid kit must be readily accessible at all times and must include accident incident reports. Counselors/teachers are responsible for refilling the kit when needed through their supervisor.
10. When either a counselor/teacher/childcare attendant or a participant is injured, an accident report must be filled out and put on their supervisor's desk as soon as possible.
11. Counselors/teachers/childcare attendant must have a copy of the health history and emergency form on each participant when they leave the Park District building or camp area with the original to be kept on site. They must also carry an updated roster list and headcount sheets, with headcounts being done at specified intervals throughout the duration of the trip.

C. Pools

The Park District is committed to providing an aquatic recreation facility that will conform to all necessary safety standards. All pool employees shall be provided with specific instructions contained within a separate aquatic manual. It will include information on emergency response, safe handling of chemicals, policies and procedures, and general pool safety. The following is a partial listing of the Park District pool safety rules.

1. Chemical Handling
 - a. All pool chemical handlers must be trained in the safe use of these chemicals according to the guidelines established on appropriate Material Safety Data Sheets (MSDS). MSDS must be kept on file at each pool for each toxic substance used.
 - b. All soft drink CO2 cylinders must be kept chained in the concession area at all times.
2. Pool Maintenance
 - a. The chlorinating system must be maintained in good repair to ensure effective operation.
 - b. The water quality within each pool as it relates to chlorine levels, pH levels and clarity will be maintained according to state and county health department requirements. (Refer to the Pool Manual for sampling methods and levels).
 - c. All identified hazardous conditions found in the pool or surrounding deck, such as cracks, chips, broken hand rails, etc., should be repaired as quickly as possible.
 - d. Food, drinks, and gum are allowed only in the designated areas.
 - e. Two employees must be present whenever any in-water or confined space maintenance is being conducted.
3. Liability Control
 - a. Post all pool regulations in high visibility areas. Specific safety regulations or requirements for pool apparatus such as diving pools and water slides should also be posted in a conspicuous area near the equipment.
 - b. Horseplay of any kind that could obviously be considered potentially dangerous must not be permitted.
 - c. Incident report forms must be filled out for any injury occurring in the pool area that required medical treatment beyond basic first aid.

- d. All Park District staff must be responsible for ensuring that all pool users adhere to the established safety rules and regulations. Notify your supervisor if any person refuses to obey any posted pool regulations.
4. Basic Emergency Response
- Refer to the Pool Emergency Procedures in the Aquatic Manual for a detailed response procedure.
- a. Only lifeguards currently trained in CPR/First Aid and life saving techniques will be on duty when the pool is open to bathers.
 - b. Immediately administer any necessary first aid treatment and notify EMS (Emergency Medical System - fire department) if the injury appears to be serious.
 - c. Have a staff member remain with the victim until additional medical assistance arrives.
 - d. Ensure that a roving guard moves into a position to cover the area left unattended by the treating guard.
 - e. Send a staff member to meet the ambulance or rescue squad and maintain a clear path to and from the accident scene.
 - f. Notify the parents, registered legal guardian, or immediate family to meet the ambulance at the treating hospital. Do not diagnose or estimate the extent of injury!
 - g. Notify your immediate supervisor.
 - h. Complete an accident report immediately. All witnesses and persons who administered first aid should write their recollection of the incident before speaking with others.
 - i. Accident/Incident reports are to be emailed to PDRMA and given to the Aquatics Supervisor, Safety Coordinator, and Human Resources.

ADMINISTRATION SAFETY

Persons working in office environments are exposed to many different hazards throughout the workday that can cause serious injury. The following is a listing of basic Wheaton Park District Office Safety rules and regulations.

A. Fire Safety

1. All aisles, stairways, doorways, and emergency exits must be kept unobstructed at all times. All office areas must have at least two means of egress.
2. Never store any objects within 36 inches of furnaces or electrical boxes.
3. Learn all available routes to exit the building in the event of emergency. (Refer to the Emergency Operations Manual for fire procedures.) Also note the location of available fire extinguishers.
4. Never use rubber based glues, markers, or any type of cleaning fluids near heat or flames. Also, use these materials in well-ventilated areas to avoid inhalation of fumes that can cause dizziness and headaches.

B. Safety Maintenance

1. Every employee shall be responsible for keeping their immediate work area clean and orderly. Good housekeeping practices are very important in maintaining a safe office environment.
2. Furniture such as tables, desks, cabinets, and chairs should be maintained in good condition and be free of sharp corners, projecting edges, wobbly legs, etc.
3. Report any loose or rough floor coverings that could cause tripping injuries. All employees are responsible for cleaning up any liquid spills immediately! This condition can cause extremely serious falling injuries.
4. Office employees should never attempt to make electrical or mechanical repairs.

C. Sharp or Pointed Objects

1. Never keep scissors or sharp pointed objects in shirt pockets or stored upright in drawers. Always carry these objects with the pointed portions away from your body.
2. Use a wetting device to moisten envelopes. Use finger guards when working with stacks of paper.
3. Always operate paper cutters and shredders with extreme caution, keeping hands and fingers away from the cutting area. Keep cutters closed and locked when not in use.

D. Desks and Chairs

1. All file and desk drawers shall be kept closed when not in use. Avoid overloading all cabinets, especially upper storage drawers that could cause the entire unit to fall on the user.
2. Never use a chair, desk, or any other office furniture as a make-shift ladder. If reaching raised materials is necessary, borrow a step ladder or have one located in your department.
3. Never tilt your chair back on two legs. Only tilt back in chairs that are designed for that purpose. Always be sure that your chair is behind you before sitting down.
4. Remove all insecure or broken chairs from use. Immediately tag all broken chairs to alert potential users.

E. Electrical Hazards

1. Avoid using electrical extension cords unless it is absolutely necessary. Permanent wiring will need to be installed to accommodate any permanent machinery that needs electrical power.
2. Electrical cords or phone lines that extend across a walkway can only be protected by an approved covering device. Never place electrical cords beneath floor carpeting. This can easily cause a fire.
3. Always remove the plug from a wall outlet. Never pull on the cord. All electrical cords should be regularly inspected for frayed cords or exposed wiring.
4. Furniture, shelving, cabinets, etc. should be kept a minimum of three feet from electrical panels to provide access in case of an emergency.

F. Proper Lifting and Stacking

1. Always obtain assistance when lifting heavy or awkward objects. Use material handling devices whenever possible.
2. Lift with your legs, not with your back. Bend your knees, get a firm grip and always set the object down in the same manner.
3. All boxes and packages should be carefully stacked in a manner that will reduce their possibility of falling.

COSLEY ZOO SAFETY

Cosley Zoo is one of the most unique facilities owned by the Wheaton Park District. Because of its nature, the zoo has many different safety considerations that vary from the Park District's standard procedures. Zoo staff is provided with access to both "Crisis Management" and "Risk Management" manuals as well as annual training on all topics. Many of the policies and protocols in these documents are the same as or similar to the policies and protocols in place for the Wheaton Park District. The unique protocols in place at the zoo include the following:

Animal Attack	Animal Escape	Alternative Animal Housing Plan	Animal Handling
Anthrax	Avian Influenza	Capture & Restraint Protocol	Emergency Contact List
Ice Breaking	Isolation Procedure	Multiple Institutional Emergency Response Plan	Non-Collection Animal on Zoo Grounds
Quarantine Procedure	Pest Control	Structural Failure	Dangerous Person
Emergency Transport and Housing Containers	After Hours/Overnight Emergencies	Utilities Failure (Power, Gas, Water, Phone & Computer)	

DUPAGE COUNTY HISTORICAL MUSEUM SAFETY

DuPage County Historical Museum is just one of the many facilities operated by Wheaton Park District. Due to the Museum's unique collection and facility, In addition to the safety training contained in this policy, staff is trained and prepared for the following concerns:

Artifact Handling Policy	Collection Salvage Priorities List
Disaster Plan for Collection	Emergency Contact List
Emergency Preparedness Supplies, Services and Equipment	Integrated Pest Management Policy

FLEET SAFETY PROGRAM

The operation of vehicles is a necessary function in conducting business at the Wheaton Park District. If not properly controlled, this driving exposure can result in costly losses such as fatalities, bodily injury, liability suits, workers compensation cases, and property damage.

To help prevent vehicle accidents and the high costs associated with them, the Wheaton Park District has developed this fleet safety program. It is the responsibility of each supervisor to understand and implement any and all phases of the fleet safety program that pertain to your department and your employees who use Park District vehicles.

Guidelines presented with in the fleet safety program to Park District employees who utilize Park District vehicles and implements.

A. Drivers Qualification and License Verification

All new employees hired for any position in which the operation of a motorized vehicle or equipment is required, or who drives their own vehicle on agency business, shall present a copy of their driver's license and sign a waiver to procure a driver's abstract from the Secretary of State as part of the hiring process.

Departmental heads are responsible for verifying that each new employee possesses a driver's license that is of proper classification for the vehicles to be driven.

1. A prospective employee applying for a position in which he/she may drive on Park District business as an essential function of their job (either a Park District vehicle or their own vehicle) should not be considered for employment if they have had any one of the following:
 - A revoked or suspended license within the last two years from the date of application.
 - Excessive violations which will be determined on a case-by-case basis.
2. The Park District will conduct driver's license abstract checks annually. Additional checks may be conducted as large influxes of seasonal employees enter active employment.
3. Supervisors must obtain the driver's license number, expiration date, and classification for all new employees that will drive Park District vehicles or their own vehicle for Park District purposes. Direct this information to the Human Resource Department.
4. Only licensed and qualified Park District operators that are of at least 18 years of age are permitted to drive or operate Park District vehicles, tractors, or motorized vehicles and equipment on public roadways.
5. Any driver of a Wheaton Park District vehicle must carry their driver's license at all times while conducting Park District business. If a Park District employee is found to be operating a Park District vehicle or motorized equipment without a valid driver's license on their person, that employee may be subject to disciplinary action.
6. Operators must possess the appropriate license classification for the vehicle for which they will be expected to operate for their job position. No employee shall at any

time, operate any motorized vehicle or equipment that they are not specifically qualified by license to operate.

B. Restrictions

1. If any employee has their driver's license revoked or suspended, they will not be allowed to drive a Park District vehicle and must notify their supervisor within 24 hours. Failure to notify may result in disciplinary action.
2. Any restrictions imposed on an employee's driver's license by the state, including but not limited to corrective eye wear, night vision, color blindness, hearing impairment, etc., shall be required to abide by any state mandated driving restrictions when operating vehicles or motorized equipment for Park District business.
3. No person may operate a vehicle or motorized equipment for Park District business while under State or Park District driving suspension. An employee who drives on Park District business in violation of a State or Park District driving suspension may be subject to disciplinary action.
4. No person may operate motorized rental equipment or vehicles for Park District business while under State or Park District driving suspension. An employee who operates motorized rental equipment for Park District business while under suspension may be subject to disciplinary action.
5. Any employee who sustains a conviction for a misdemeanor/felony driving offense, such as Driving under the Influence (DUI), is not eligible to drive or use motorized rental equipment for Park District business for a minimum of one year from the date of conviction or during State suspension, whichever is greater.
6. Any employee who drives or operates motorized equipment for Park District business and is in violation of a State or Park District driving suspension, or who fails to notify management or the Safety Coordinator in writing of a driving accident while on Park District business, within 24 hours of said accident, may be subject to disciplinary action.

C. Vehicle Training and Orientation

1. The department head or designated supervisor will be responsible for the orientation and safety training of operators who use Park District vehicles and equipment. This training shall include:
 - A general orientation to the vehicle's controls and operation.
 - Location of manufacturer's user manual.
 - Location of emergency equipment such as fire extinguisher, first aid kit, flares, accident reporting information, PDRMA Insurance Card, etc.
 - Any special safety precautions or devices.
2. A checklist system will be maintained for all vehicles. Supervisors should maintain a checklist for each operator to document the specific vehicles that each employee is permitted to operate.
3. A defensive driving course may be presented to all operators who operate vehicles owned or leased by the Park District. The Safety Coordinator will coordinate class schedules with department heads and supervisors.

4. The department or designated supervisor is responsible for identifying all operators of Park District vehicles so that they can be scheduled for instruction. New operators will be required to attend a defensive driving course within a reasonable period after employment, normally the next scheduled class.
5. The frequency of operator attendance in defensive driving courses shall be determined by the Park District Safety Coordinator. Seasonal employees with driving as an essential function of their job will receive annual training.
6. Any driver that is involved in a preventable collision while operating a vehicle or implement of the Park District or that demonstrates questionable driving ability may be required to attend the defensive driving course once again. If no improvement is noted, that employee may be reassigned, dismissed, or restricted from all vehicle use.
7. Supervisors should only allow those operators who have completed a vehicle orientation program to drive a vehicle that requires orientation. Vehicles that require orientation include, but are not limited to, the following:
 - a. Tractors
 - b. Dump Trucks
 - c. Vans
 - d. Manual shift vehicles
 - e. Riding mowers
 - f. Golf carts
 - g. Utility vehicles (like golf carts but heavier)

D. Ride Checks

1. To help ensure that operators are following safe driving practices while operating Park District vehicles, ride checks will be performed on a periodic basis.

Discretion will be given to individual supervisors in regard to how they will accomplish the ride checks. Methods may include:

 - A formalized ride check during vehicle orientation.
 - Informally riding with an operator.
 - By following an operator in another vehicle.
2. Documentation should be kept when a ride check is performed. The operator ride check form should be filled out during the check or shortly thereafter and discussed with the employee. Copies should be sent to the Safety Coordinator for documentation purposes and possible consideration for re-training if serious driving problems are noted.

E. Supervisor Responsibilities

1. Both Department Heads and Supervisors should ensure that employees/operators do not drive any Park District vehicle unless they have a valid Illinois driver's license and are familiar with the State of Illinois and county driving rules and regulations.
2. Ensure that only authorized personnel be allowed to operate equipment, vehicles, and special purpose vehicles.
3. Be alert in observing unsafe driving practices of Park District employees and ensure that action is taken immediately to correct the driver.
4. Review all preventable vehicle collisions with employees/operators and discuss each unsafe act that was responsible so that something can be gained from the loss.

5. Periodically observe special purpose vehicles and truck drivers to check for compliance with operating instructions and traffic regulations.
6. Do not allow vehicles that have known unsafe mechanical conditions to be driven until the appropriate repairs are completed.
7. Fax to PDRMA and submit to the Safety Coordinator and Human Resources any accident reports within 24 hours of occurrence.
8. Ensure that all employees/operators are briefed and understand that the use of seat belts while driving or riding in a Park District vehicle is **mandatory** and failure to do so is a violation of Illinois State Law.
9. Never allow buses or vans to be overloaded with more passengers than available seats.
10. Enforce the vehicle safety, operation policies, and wireless communication device policy adopted by the Wheaton Park District.

F. Safety Coordinator Responsibilities

1. Oversee and make recommendations to improve the fleet safety program.
2. Review and investigate all serious accidents in conjunction with the Park District safety committee to recommend preventative measures and disciplinary actions when necessary.
3. Fully support and promote defensive driving practices and the use of seatbelts by all drivers.
4. Assist supervisors in their training responsibilities as they pertain to fleet operations.

G. Human Resources Responsibilities

1. Ensure that Wheaton Park District drivers have valid and proper licensing for the vehicles used by conducting annual State of Illinois driver's license abstract checks.
2. Maintain complete record of Park District vehicle accidents, property damage, worker's compensation, and liability claims as they pertain to vehicle incidents.

H. Driver Vehicle Safety and Operations

All drivers of Wheaton Park District vehicles and those using personal or leased vehicles in pursuit of Park District business or rental use will comply with all applicable laws of the State of Illinois as well as the regulations established by the Wheaton Park District.

1. Employees/operators are required to follow defensive driving practices, which are established for the protection of themselves, their fellow employees, and the public.
2. Before the initial use of any vehicle or implement each day, the driver will perform a walk around inspection to check for damage, loose hardware, tire condition, fluid levels, etc. The following is a list of the minimum required daily safety and maintenance checks:
 - a. Lights
 - b. Horn
 - c. Tires and mud flaps
 - d. Mirrors
 - e. Windshield and other glass
 - f. Fluid levels

g. Walk around visual inspection for damage

3. If there is evidence of vehicle accident damage, the employee/operator shall report it to their department head.
4. All safety related controls, guards, warnings, and alarms should be kept in good working condition.
5. All drivers and passengers must wear safety belts when the vehicle is in motion in accordance with Illinois State Law. There must be no more riders in the cab of a vehicle than there are seat belts.
6. It is prohibited to operate a Wheaton Park District vehicle under the influence of alcoholic beverages, non-prescription narcotics or prescription drugs that can cause physical harm.
7. At no time should any vehicle or implement be left unattended or unsecured at a work site other than its normal storage area. Ignition keys should never be left in an unattended vehicle except when stored overnight in a secured building.
8. Passengers are not allowed to ride in the rear bed of the truck.
9. Tailgates should remain up and in a locked position when the vehicle is in motion. If an extended load requires that the tailgate remain open, a red flag must be attached to the furthest rear point on the load to warn other vehicle drivers. Any overhead signal lights should be activated.
10. All loads must be firmly secured when transported in vehicles.
11. Backing vehicles that do not have a clear view of the rear will be accomplished with the assistance of a guide who can give appropriate hand and voice signals. If a driver is alone, they will lock the parking brake and inspect the area behind the vehicle before backing.
12. During periods of limited visibility or when windshield wipers are in use, activate the vehicle headlights.
13. Drivers must not exceed the posted speed limit and obey all traffic signs and signals. The traveling speed of any residential street should not exceed 25 MPH unless posted otherwise.
14. Drivers of Wheaton Park District vehicles will park in legal parking zones at all times, unless performing emergency repairs at which time the hazard lights will be turned on.
15. No smoking is permitted in vehicles, within 15 feet of any Park District facility, or in areas where fuel is being dispensed.
16. Use of radio headphones or wireless communication devices (texting, emailing, telephoning, or other activities) is prohibited while operating a motorized vehicle or equipment on behalf of the Park District. Operators are expected to comply with all, City, State, and Federal laws.
17. Note the following requirements for special purpose vehicles:
 - a. All slow moving vehicles will be equipped with the appropriate orange fluorescent triangle to alert other drivers.
 - b. When towing portable equipment or trailers, all safety chains must be fastened.
 - c. Use overhead emergency lights for activities such as plowing snow at night, following slow moving vehicles on public roadways, performing roadway repairs, etc.
18. In the event of mechanical difficulties (engine failure, flat tire, etc.) while operating a Park District vehicle, the Park District strongly discourages operators to fix the vehicle.

Operators are to contact the nearest towing facility and have the vehicle towed to the garage to be repaired.

19. In the event of an accident with the vehicle, follow the Vehicle Accident Worksheet and answer all the proposed questions. Notify the Park District no later than 24 hours after the accident.
20. All employees who drive for the Park District will abide by the wireless communication device policy located in the Employee Personnel Manual.

I. Post Accident Procedures

It is responsibility of the Supervisors to train staff in advance as to what steps to take after a motor vehicle collision. The PDMRA Vehicle Accident Worksheet (See Appendix) and a pencil should be in all agency vehicles. The worksheet eases the mental strain by providing set guidelines.

In the unfortunate case of a vehicle accident with a Park District vehicle, the following guidelines have been established:

1. The employee(s) must stop at the scene of the accident or as close to it as possible without blocking traffic.
2. The employee(s) should assist the injured in whatever capacity they are authorized to do. They should not attempt to move an injured person unless the injured person faces immediate danger from another source, such as fire, etc, Emergency response personnel (police, fire, ambulance, etc.) should be notified.
3. The employee(s) must attempt to secure the scene to avoid any secondary crashes caused by the accident scene. This can be accomplished by displaying reflectors, flares, cones, flags, flashlights, etc.
4. The employee(s) must report any accident to the police as soon as possible.
5. The employee(s) must exchange information with other people involved in the accident. They will need to provide their name, address, driver's license, and insurance carrier. The worksheet identifies PDRMA as providing vehicle insurance.
6. The employee(s) should look for witnesses and record their names, addresses, and telephone numbers. The PDMRA vehicle accident worksheet should be completed.
7. The employee(s) should be courteous to all involved.
8. **The employee(s) should not admit any guilt or accept any responsibility from/to any party.** The driver should only discuss the facts with the police. However, the driver should record any admission of guilt by the occupant(s) of other vehicle(s).
9. If the accident involves an unattended vehicle, the driver should call the police and have an accident report completed. If the police cannot assist, the employee(s) must leave a note for that person. The note should include the driver's name, Park District's name, telephone number, and the date and time the accident occurred. The employee should follow-up by immediately contacting their Supervisor and filing a written report with the police department.

ACCIDENT REVIEW COMMITTEE

The purpose of the accident review committee is to decide borderline cases (preventable or non-preventable) fairly and consistently. The committee plays an important role in driver management relations. It needs the full support of senior management in order to function effectively.

A preventable accident is defined as an accident in which the driver failed to do everything that *reasonably could have been done to avoid the accident*.

1. The existing Safety Committee members shall serve as the Accident Review Committee. The committee shall represent all departments of the Park District directly involved in the safety program.
2. When an accident occurs, the accident committee shall investigate several factors thoroughly. These include the events leading up to the accident, the facts relating to the collision and the post-accident events.
3. A representative from the committee shall interview the driver as soon as possible after the accident. The representative needs thorough details about what the driver saw and when, as well as how the driver performed behind the wheel.

The Accident Review Committee plays an important role in the investigation of the accident. The information that is gathered and the actions of the committee may be used to aid in litigation in the defense of the Park District.

SEAT BELT POLICY

Illinois State Law dictates that safety belts (seat belts) must be worn by all drivers and include front and back seat passengers eight years of age and over. All employees of the Wheaton Park District are required to comply with this law when driving or riding in a Park District owned vehicle. Additionally, on maintenance vehicles and implements where a safety belt is provided, it must be worn at all times by the driver/operator.

A. Proper Use of Seat Belts

Safety belts should be worn properly. The lap belt should be drawn snugly across the hipbones. It should never be worn across the stomach or soft part of the abdomen. The shoulder strap should be loose enough to allow the driver to reach important controls. If the shoulder strap crosses the body at or near the neck or face, place the shoulder strap behind the body. The shoulder belt should never be worn alone.

B. 15-Passenger Park District Vans

Illinois law states that it is the responsibility of the driver to see that all passengers ages 8 and older obey the safety belt law.

It is the Wheaton Park District's policy that all passengers, ages eight and older traveling in the Park District van will be required to wear safety belts. It will be the driver's

responsibility to see that this policy is enforced. Children under eight years of age must comply with the Child Passenger Protection Act.

C. Child Passenger Protection Act

The Child Passenger Protection Act requires the use of approved safety seats by children under age eight when riding in the van or a passenger car. Children four to eight years old may be secured either in a child safety seat or booster seat. It will be the driver's responsibility to see that the Child Passenger Protection Act is enforced.

EMPLOYEE SAFETY TRAINING PROGRAM

The Wheaton Park District Employee Safety Training Program will be conducted on an on-going basis and involve members from each department. The Safety Coordinator, Safety Committee, and Department Heads are all responsible for providing the proper safety related training for the present staff and all new employees.

New employee orientation will include safety training immediately after hire, while other programs will be performed on a scheduled or occasional basis. All employee safety training will be documented and kept in a central safety-training file maintained by Human Resources.

The following is a list of safety procedures that require employee training at some or all facilities:

- New employee orientation (all employees)
- Accident/Incident Reporting Procedures (all employees)
- Emergency Operations Procedures (all employees)
- Proper Lifting Techniques (where applicable)
- Right to Know- Hazardous Materials Training for all employees (where applicable)
- Bloodborne Pathogens Training (all employees)
- Personal Protective Equipment (PPE) Requirements (where applicable)
- First Aid, CPR, and AED- The following staff must have their CPR Certification: all full-time staff, Building Supervisors, and Preschool Teachers/Childcare Attendants.
- Lock-Out/Tag-Out (where applicable)
- Vehicle Orientation (where applicable)
- Defensive Driving Course (all who drive for the Park District)
- Proper use of equipment and tools (where applicable)
- Fire Extinguisher Use (where applicable)
- Parks Team Manual (where applicable)

FEDERAL AND STATE SAFETY REQUIREMENTS – RIGHT TO KNOW

A. Illinois Toxic Substance Act

The Illinois Toxic Substance Disclosure to Employees Act (public Act 83-140), often called the Illinois Right to Know Law, gives Illinois employees an inherent right to know about the known and suspected health hazards which may result from working with toxic substances so that they

may make knowledgeable decisions regarding any personal risks of their employment. The Wheaton Park District will make such information available to employees about toxic substances “which pose known and suspected health hazards.”

The law went into effect January 1, 1984. The following material is not intended as legal material, but will help explain the rights of employees and the responsibilities of employers, manufacturers, suppliers, importers, and the Illinois Department of Labor (IDOL) under the Right to Know Law.

Rights of an Employee:

1. **You have a right to information about toxic substances at your workplace.** The law specifies a number of ways for this information to be provided to you by your employer. These are as follows:
 - A poster in an accessible location.
 - Material Safety Data Sheets (MSDS). Copies must be made available to employees and are located in designated areas of each facility.
 - Annual training to routinely exposed employees. Transferred employees must be trained prior to beginning their new work assignment.
 - Containers of toxic substances must be labeled with the chemical name(s) and appropriate hazard warnings. Pipes and fixed containers within a workplace need not be labeled, but the required information must be available in the employee’s work area. Under certain circumstances, mixtures of toxic substances may be labeled with the trade name.
2. You may refuse to work with substances on the Toxic Substance List if the employer has not supplied you with a MSDS after you requested one in writing and if your employer has not made a good faith effort within a time limit to get the MSDS from the supplier or manufacturer.
3. You may not be discharged or otherwise disciplined or discriminated against in a manner by an employer for exercising your rights under this or any other law.
4. If you believe you have been denied your rights under the Right to Know Law, you (or your representative) may file a complaint with the Illinois Department of Labor.
5. You may petition the Illinois Department of Labor to make additions to the Toxic Substance List. The Illinois Department of Labor will consider any such requests annually at a public hearing.
6. Your representatives are entitled to specific MSDS in the possession of your employer within 10 days of a written request.
7. Your personal physician is entitled to receive, upon request to the employer, any MSDS in the employer’s possession regardless of whether or not the substance is on the Toxic Substance List.

The Illinois Right to Know Act does require employees to be informed of toxic substances in their workplace. The Occupational Safety and Health Act (OSHA) requires that your employer provide a safe and healthy working environment. The Illinois Worker’s Compensation Act and the Illinois Occupational Diseases Act may cover injuries and illnesses caused by toxic substances in the workplace.

B. Illinois Safety and Health Act

1. The Wheaton Park District recognizes the State of Illinois Safety Inspection and Education Act. This act requires that:
 - a. “Each public employer shall furnish to his/her employees a place of employment free from recognized hazards that are causing or are likely to cause death or serious physical harm and shall comply with occupational safety and health standards issued under the acts.”
 - b. The Park District agrees to follow all guidelines as set by the acts.

C. Illinois Department of Labor (IDOL) Inspections

Under the requirements of the State of Illinois Safety Inspections and Education Act- 1983, IDOL is authorized to conduct inspections of municipal facilities and enforce the safety standards specified in the Occupational Safety and Health Act.

1. The IDOL inspector may or may not call to schedule an appointment. Upon the inspector’s arrival, the Executive Director and Safety Coordinator should be notified immediately.
The following chain of personnel should be notified in the event that the Safety Coordinator is not in the work place when the inspector arrives.
 - *Executive Director*
 - *Human Resources*
 - *Director of Special Facilities*
 - *Director of Recreation*
 - *Director of Parks & Planning*
2. During the opening conference, the inspector will outline what records will be reviewed, the purpose of the visit, the areas to be covered, etc. It is important to identify the purpose of the inspection. Some inspections are random, but others are in response to employee complaints.
3. The Park District representatives must accompany the inspector. The inspector may take photographs/material samples and the Park District representatives should do the same for the agency’s records.
4. Minor violations should be corrected immediately during the course of the inspections (i.e. housekeeping, etc.)
5. A closing conference will then be held to review any violations noted by the inspector. This is an opportunity for the Park District representatives to reduce the inspector’s list of minor violations.
6. The agency’s view of the evaluation should be presented and abatement period discussed.
7. Violations must be corrected within 30 days of the closing date. Citations for violations will be issued in writing by the IDOL within 30 days.

D. PDRMA Visits/Inspections

The Wheaton Park District welcomes annual visits conducted by PDMRA to ensure compliance with the American National Standards Institute, the National Fire Protection Association, and the OSHA Industry Standards as they apply to our facilities.

1. All staff should cooperate fully during these inspections as time permits.
2. Copies of the inspection results will be sent to the Safety Coordinator who will distribute as necessary and review with the Safety Committee.

3. All inspections of Park District facilities will be accompanied by the Safety Coordinator, Human Resources, the department head or the Executive Director.

E. Local Fire Inspections

The District welcomes annual inspections by the local Fire Department to identify any fire or evacuation hazards. In the event of a Fire Department inspection, contact the Facility Team Supervisor to assist in the inspection process. Any violations found during the Fire Department inspection will be corrected immediately or within a reasonable timeframe.

SPECIFIC SAFETY POLICIES/PROCEDURES

A. Personal Protective Equipment (PPE)

1. In order to perform their jobs safely there may be times when management requires employees to wear PPE.
2. PPE may include safety glasses, goggles, face shields, ear plugs, ear muffs, leather, cotton or rubber gloves, dust masks, hard hats, and coveralls just to name a few. The Park District will provide PPE above and beyond appropriate work attire to its employees free of charge as long as it is not continuously lost or abused.
3. Keep in mind that PPE must be worn consistently and correctly in order for it to protect you.

B. Hazard Communication Program (Right to Know)

The Wheaton Park District has developed a comprehensive Hazard Communication (Hazcom) program to ensure that information on the hazards of chemicals used in our operations is communicated to our employees. The program is intended to meet all requirements of the Toxic Substances Disclosure to Employees Act, commonly referred to as the Illinois Right-to-Know Law.

The Right-to-Know Law requires the Wheaton Park District to train our employees about the health and safety hazards of the chemicals in the workplace. A “hazardous chemical” is any chemical that can be a physical or health hazard. A few examples of “hazardous chemicals” used at the District operations include pool chemicals, custodial supplies, fuels, paints, pesticides, automotive products, compressed gases, and fertilizers.

The District Hazcom program applies to all work areas where employees have the potential to be exposed to chemicals during routine operations, non-routine tasks, and chemical spill emergencies. The Hazcom program consists of seven basic elements as listed below:

- Posting of Right-to-Know sign which are posted at all of our facilities.
- A written Hazcom program of which a complete program copy is available from the Safety Coordinator or Human Resources.
- An inventory of hazardous chemical products maintained by the Safety Coordinator.
- An inventory of Safety Data Sheets (SDS) maintained by the Safety Coordinator
- A labeling procedure for hazardous material containers.
- A Hazcom employee training program.

It is the Districts policy to provide employees a safe and healthy work environment. It is also a management objective to maintain an effective Hazcom program consistent with federal, state,

and local health and safety regulations. To attain this objective, all District employees must include Hazcom compliance as an essential consideration in all phases of their work. The District Hazcom program is a cooperative effort between management and employees.

1. Supervisor's Responsibilities:

- a. Train all employees on hazards of newly introduced chemical products including personal protective equipment to be worn, health and physical hazards of each chemical products, review of the District written Hazcom program.
- b. Maintain Hazcom training documentation.
- c. Ensure that all chemical containers in their respective areas have proper labeling.
- d. Request current SDS directly from chemical manufacturers and suppliers.
- e. Post in a conspicuous place a list of all hazardous substances present at that location and a notice of where additional information concerning those substances is available.

2. Employee's Responsibilities:

- a. Follow all chemical safety procedures applicable to their job tasks. If unsure of proper procedures, request instructions from manager/supervisor.
- b. Report to manager or supervisor any unsafe or potentially unsafe chemical safety problems or issues. Chemical safety suggestions to management are encouraged.

Labeling

Each container of hazardous material in the work place must be labeled with the identity of the product and the appropriate hazard warnings. As a general rule, the label provided by the supplier of the product is sufficient.

Material Safety Data Sheets (SDS)

SDS should be obtained from suppliers for all chemicals used within the operations. All employees should be trained on what an SDS is and where they are located (usually in a file/binder). The SDS file/binder should be placed at locations for specific chemical use; i.e., pool chemicals are found at the pool facility; custodial supplies in or near the janitor's office; automotive products in the shop office; and so forth.

Under the Right-to-Know Law, employees have the right to obtain SDS for each hazardous material in the work place. SDS must be kept available to employees and former employees for at least **10 years** after the material is no longer used, produced, or stored on the work site.

Training

The District will conduct Hazcom and Right-to-Know training on an annual basis. Supervisors must train employees whenever a new chemical is introduced into the workplace. This training should address the health and physical hazards of the chemical as well as any necessary personal protective equipment that must be utilized. The supervisor will maintain training documentation with a copy to the Safety Coordinator.

C. Bloodborne Pathogens (Communicable Diseases)

1. Bloodborne Pathogens (BBP's) are diseases such as HIV, AIDS, and Hepatitis B Virus that are spread through blood and other bodily fluids.
 - a. Blood may be present in saliva, vomit, urine, or feces.
 - b. Because a person may go for many years and not show any signs or symptoms of these diseases, they may unknowingly and unwillingly spread the disease if not tested.

- c. This is why we must always use “Universal Precautions,” which means we treat all blood and bodily fluids as though they are potentially infectious. Always use the proper PPE such as disposable vinyl gloves and a CPR shield when providing first aid treatment or CPR.
 - d. If you come in contact with someone else’s blood be sure to immediately and thoroughly wash the affected area with water and non-abrasive soap. Then notify your Supervisor, Department Head, or Safety Coordinator to ensure that the proper steps are taken to ensure your health and safety.
2. Communicable Diseases are diseases such as Chicken Pox, Meningitis, Mumps, Measles, Pneumonia, Salmonella, Tuberculosis, and Whooping Cough. These diseases may be less serious, unless they are left untreated and they are spread more commonly through coughing, sneezing, and touching.
 - Using simple, good hygiene practices such as frequently washing your hands and avoiding the touching of your eyes, nose, and mouth can stop the spread of these diseases.
 3. By using good hygiene, proper working procedures and using universal precautions, we can minimize the risk of becoming exposed to Bloodborne Pathogens or Communicable Diseases.

D. Lockout Tagout

1. Lockout Tagout is a means for controlling hazardous energy. Hazardous energy could be electricity, air pressure, gas, mechanical energy, or even gravity.
2. Lockout Tagout ensures that all energy sources have been disconnected, relieved of any stored energy and locked and tagged before any work can be done on the system or equipment.
3. Only trained and authorized employees may work on hazardous equipment. If you find something that is in need of repair and there is the potential for release of hazardous energy that could cause harm or injury, do not fix it. Immediately notify your Supervisor or Department Head so that someone from maintenance can take care of it.

E. Confined Spaces

1. Confined spaces are areas not designed for continuous human occupancy, i.e. pits, tanks, or holes.
2. Confined spaces may hold the potential for deadly atmospheres such as hazardous vapors or fumes, mechanical hazards, or lack of oxygen.
3. All confined spaces must only be entered by trained and authorized employees who know and understand the hazards that exist and how to control them.
4. Certain confined spaces require that a permit be filled out and the atmosphere be tested prior to entry.
5. If you have any questions on what or where confined spaces are, please ask your Supervisor, Department Head, or Safety Coordinator.

F. Fall Protection

1. Fall protection is required any time an employee is working on an elevated working surface more than four feet above the surrounding area. (This does not include portable ladders).

2. Using barriers, guardrails, or fall protective devices such as lanyards and harnesses, may accomplish fall protection.
3. Fall protection saves lives; if you have any questions regarding fall protection please ask your Supervisor, Department Head, or Safety Coordinator immediately.

G. Protective Footwear Policy

This policy applies to all employees and volunteers who work in the District and has been established to minimize injury and promote a safe working environment. Each affected employee or volunteer shall wear protective and/or appropriate footwear when working in areas where there is a danger of foot injuries due to: falling or rolling objects; slips and falls from wet or slippery floors; insulation from the environment; stability while walking on uneven surfaces or stairs; and where such employee's feet are exposed to electrical or other such hazards.

1. Employees and volunteers are responsible for proper footwear as part of their daily attire. Shoes should be inspected daily for cleanliness, presence of liquid or solid contaminants wedged in the treads, and wear and tear; and replaced if appropriate.
2. Supervisors are responsible for monitoring employees to ensure they are wearing the appropriate footwear to minimize injury and promote a safe working environment. Work areas should be evaluated on a daily basis to prevent slips, trips and fall injuries.

H. 3 Points of Contact Policy

This policy applies to all employees and volunteers who work at the District. Improper exiting and entering or ascending and descending of any vehicles (cars, trucks, tractors, buses), trailers, truck beds, pieces of construction equipment, ladders, lifeguard chairs, and stairs can increase the risk of injury.

1. Employees and volunteers are responsible for using the 3 Points of Contact by maintaining either one hand and two feet OR two hands and one foot at all times on the vehicle, equipment, ladder, lifeguard chair, and stairs upon exit and entry or ascending and descending to form a stabilizing triangle of contact.
2. Supervisors are responsible for identifying vehicles, equipment or environments which require a 3 Points of Contact procedure. Supervisors are also responsible for training annually and monitoring employees to ensure they are using the 3 Points of Contact when appropriate.

I. 30-Second Site Safety Walk-Through Policy

The purpose of this policy is to identify job tasks that require a 30-Second Site Safety Walk and establish protocols for surveying the surrounding area for dangerous environments. This policy applies to all employees and volunteers.

1. Employees and volunteers are responsible for surveying their surrounding area for any potential safety hazards such as: ground or flooring that could create a hazard, pedestrian traffic, personal protective equipment is required, or anything unique that may cause a safety concern. Employees should take whatever safety precautions are necessary to ensure their safety and the safety of our patrons.
2. Supervisors are responsible for training annually and monitoring employees and volunteers to ensure they are doing the 30-Second Site survey.

J. Ergonomics Policy

Ergonomics is the science of tailoring workplace conditions and job demands to those who do the work. Effective ergonomic interventions can provide a safer working environment for the District staff and volunteers. It is the policy of the District to employ a proactive, sustained commitment to creating and maintaining a work environment incorporating practical ergonomic solutions to help reduce or eliminate ergonomic-related injuries, decrease related financial costs, and most importantly, improve the safety, health, and morale of employees and volunteers, both on and off the job.

The District adopts the ergonomics policy incorporating the elements of a proactive ergonomics program: acknowledging ergonomic risk factors, identifying program goals, analyzing ergonomic hazards, evaluating types of ergonomic solutions, and providing necessary training. This policy applies to all employees and volunteers in all departments at the District.

1. Employees and volunteers are responsible for their awareness of ergonomic issues such as correct body positioning and basic furniture and equipment adjustments; comfort at their workstations and worksites and report any discomfort to their supervisor; ask for help when needed; and report any repairs or adjustments needed to their supervisor.
2. Supervisors are responsible for conducting initial ergonomic awareness training for current employees, volunteers, and all new hires; conduct follow up training as necessary; perform individual workstation and worksite assessments for employees who report discomfort; coordinate workstation or worksite adjustments as needed.

K. Emergency Procedures

1. **Fires-** When coming upon a fire you must evaluate the situation and determine whether to extinguish the fire or evacuate the building. In the event you decide to evacuate the building the following procedures shall go into effect:
 - a. Pull any fire alarm pull station in the building or call 911.
 - b. Immediately notify the main office of the location and nature of the fire.
 - c. Begin evacuation of all participants and staff. Remain calm, do not panic or run.
 - d. Check all doors for heat before exiting. If door is hot, use a secondary exit. Do NOT use the elevators.
 - e. Close all doors behind you to contain the fire.
 - f. Have all patrons and employees meet at a reunion site. (The reunion site should be 500 feet from the building and up wind.)
2. **Lightning-** Lightning is a violent act of nature and causes approximately 10 deaths per year in Illinois alone. Lightning strikes occur most frequently during the spring and summer months when thunderstorms are prevalent.
 - a. Outdoor Programs:
 - i. Monitor weather conditions on the horizon.
 - ii. Whenever lightning is observed or thunder is audible, all outdoor activities should be suspended for a minimum of 30 minutes after the last sign of lightning or thunder is noted.
 - iii. Avoid projecting above the surrounding landscape, as you would do if you were standing in an open field.

- iv. In the wide-open spaces you should find a ravine, valley, or as a last resort, a depression in the ground and crouch low with your hands on top of your head.
 - v. Avoid standing under isolated trees or under any other isolated shelters. (Potentially dangerous are the shelters that are often provided in parks.)
 - vi. Avoid standing near high-tension wires and supports.
 - vii. Stay away from wire fences, above ground pipes, rails, and other metallic paths along the ground, which could carry lightning currents to you from a strike which has hit some distance away.
- b. When Indoors:
- i. Stand clear from doors and windows.
 - ii. Avoid contact with sinks, faucets, and related piping.
 - iii. Do not use the telephone unless for emergency use.
3. **Tornadoes-** in the event that a tornado is sighted or the Civil Defense Siren is activated, move employees and patrons away from windows at once and go to a hallway or doorway away from exterior walls and windows and/or the lowest floor, preferably in a basement.
- If an activity is outside during a tornado, seek shelter immediately. The Supervisor of the activity shall instruct the participants and staff to the closest shelter area. Locations of shelter shall include, but are not limited to the closest building or structure or low lying ravines, ditches, etc. When threatening weather is observed, all outside activities shall take advance warning and move to alternate locations or be cancelled.

CRISIS MANAGEMENT PLAN

What is a crisis?

A crisis is a situation or event that causes, or has the potential to cause, public media concern. It could be, among other things, an accidental drowning, allegation of abuse, a severe vehicle accident, or a criminal act that occurred on agency property. The potential crisis list is endless. If you know of a situation or event that could be of concern to the public or media, please contact the head of the Crisis Management Team immediately. The Wheaton Park District has appointed Michael Benard as the Head of the Crisis Management Team. He will decide whether the crisis should be monitored and handled carefully. If the Head of the Crisis Management Team is not available, the next person in line should be contacted.

Chain of Responsibility and Crisis Management Team

In the event that the designated Crisis Management Team Head is unavailable, the following chain of responsibility will be followed in descending order. The first available staff person from those listed below will take temporary responsibility for implementing the Wheaton Park District's Crisis Management Plan. All decisions and public responses should come through a consensus of the Crisis Management Team members. The following is a chain of responsibility order for the Crisis Management Team:

1. Michael Benard, Head of the Crisis Management Team
2. Rob Sperl
3. Andrew Bendy
4. Vicki Beyer
5. Margie Wilhelmi
6. Mary Beth Cleary
7. Rita Trainor

Select one person to be the official spokesperson responsible for making statements to the media on behalf of the Crisis Management Team of the Wheaton Park District. Two alternate spokespersons should be appointed and used in descending order.

1. Michael Benard, Head of the Crisis Management Team
2. Margie Wilhelmi
3. Rob Sperl
4. Andrew Bendy
5. Vicki Beyer
6. Mary Beth Cleary
7. Rita Trainor

All listed spokespersons should review their duties on a periodic basis to help ensure their preparedness in the event of an expected crisis.

A. General Action Steps When a Crisis Occurs

1. Whenever a crisis occurs that involves injury or property damage, the first responsibility of the Crisis Management Team is to ensure that the Wheaton Park District's emergency response plan is implemented. Until the crisis is controlled, it is not recommended that any detailed statements be made to the media until the Crisis Management Team has had time to fully assess the crisis and its impact on those

involved. Statements made at this time should only confirm that a situation has occurred.

2. Stay calm and in control. Notify employees that a crisis exists and that all information about the crisis should be immediately communicated to the Crisis Management Team Head or alternate, and provide all known details. The Head of the Crisis Management Team or alternate will direct actions depending on the severity of the crisis, the need for immediate information, and the time of day. When contacted, members of the Crisis Management Team should report to the Administration Office or other designated location.
3. PDRMA and the Wheaton Park District attorney should be immediately contacted in all crisis or potential crisis situations. If applicable, an incident/accident form should be submitted to PDRMA within 24 hours. (In addition ELLIS and ASSOCIATES must be contacted for a pool crisis.)
4. Depending upon the situation, contact the Park Board President to make him/her aware of the situation. Other Board members should also be notified. **They should not talk to the media directly.**
5. Continue to obtain and compile accurate information as quickly as possible so the Crisis Management Team can disseminate accurate information to the media. Document all events surrounding the crisis. Staff should be assigned to monitor (and record (DVR), if possible) television news reports to gather the facts that are being reported. The Crisis Management Team should interview any staff directly involved as soon as possible. The Crisis Management Team may appoint fact gatherers to verify all facts necessary for the preparation of written media releases and meeting with the press, relatives, or other affected parties.
6. Appoint the Executive Assistant and Secretary/Receptionist at the Administration Office to answer the phone calls and relay any pertinent information to the Crisis Management Team. All calls received at various locations should be directed to the appointed clerical person. This person should document all information received, who called, his or her title, the time of the call, etc.
7. The designated spokesperson may address the media after the Crisis Management Team has prepared a statement. The designated spokesperson should speak on behalf of the Wheaton Park District. **Fault should not be discussed.**
8. Depending upon the type of crisis, a press release may be prepared by the Crisis Management Team and presented to the media.

B. SPECIFIC ACTION STEPS

During a crisis, it can be difficult for the Crisis Management Team to know where to start in the information gathering process. Here are questions that should be addressed in order to begin the process of responding to a crisis. Depending upon the circumstances, there may be much information to gather.

1. When appropriate, make sure the proper authorities have been notified (police, fire, Environmental Protection Agency, Employee Assistant Program, etc.).

2. Have the Wheaton Park District attorney, PDRMA, and ELLIS and ASSOCIATES, if applicable, been notified?
3. Have victims' families been contacted?
4. What outside parties should be contacted?
5. Has the crisis situation been fully investigated?
6. Are damage estimates available and accurate?
7. How can the Crisis Management Team assure the public that the crisis is under control?
8. Will a formal press conference be necessary? When?
9. Has the spokesperson been updated with current information and tested with anticipated media questions?

B. CRISIS MANAGEMENT TEAM MEMBERS AND TELEPHONE NUMBERS

THE FOLLOWING TELEPHONE NUMBERS ARE FOR INTERNAL USE ONLY. DO NOT GIVE NUMBERS OUT TO THE PUBLIC OR MEDIA.

	Cell	Office
1. Executive Director	630-945-7726	630-510-4945
2. Director of Special Facilities	630-957-8730	630-510-4948
3. Director of Athletics	630-624-0846	630-510-5130
4. Director of Parks and Planning	630-464-0161	630-510-4970
5. Director of Marketing & Fund Development	630-414-0027	630-510-4984
6. Director of Finance	630-957-7741	630-510-4955
7. Director of Recreation	630-536-4138	630-510-5118

ATTORNEY: Tressler, LLC,
Andrew Paine 312-627-4154 or Charlene Holtz 312-627-4168

PDRMA: Brett Davis, Ed Dutton 630-769-0332

ELLIS: Jeff Ellis 1-800-759-8255

C. ROLES AND RESPONSIBILITIES OF CRISIS MANAGEMENT TEAM MEMBERS

THE OFFICIAL SPOKESPERSON OR ALTERNATE: The official spokesperson, with the assistance of other members of the team, will receive accurate information about the crisis as quickly as possible, and will coordinate the dissemination of all official information that is to be given to the media and the public. The spokesperson will be the primary voice of the Wheaton Park District throughout the crisis, but may request that others with more expertise or knowledge of the affected department also speak to the media.

MEDIA CONTACT: Assist the official spokesperson in gathering/disseminating accurate information as quickly as possible. Obtain information about callers and inquiries from the public. Assist the spokesperson in responding to those inquiries as directed. Log, record and date all statements given to the media.

TEAM MEMBER WHOSE DEPARTMENT IS AFFECTED BY THE CRISIS: Exactly, WHAT happened? WHO was/is involved? WHEN did it happen? WHERE did the incident occur? WHY did it happen? WHAT is currently being done? If you do not know the answers to these questions, WHEN will you know? Update the official spokesperson about changes in the situation as they occur. Be aware that the media will interview witnesses about the incident and that you have no control over non-Park District persons who speak to the media.

OTHER CRISIS MEMBERS: Make sure that other Crisis Management Team members are immediately informed of new details, injuries, current status of crisis, and events around the crisis. Assist the clerical phone person in obtaining and giving information as follows: Before answering a question, obtain the following information and keep a log of the calls and media visitors. Get the name of the person who is calling or visiting, his or her title, the organization he or she represents, a telephone number, and where and when the individual can be reached.

Provide **ONLY** the official information that has been approved by the Crisis Management Team. Let the caller know that we will provide accurate information as quickly as possible.

C. ROLE OF EMPLOYEES IN DEALING WITH NEWS MEDIA

In a crisis situation, all information should be released by members of the Crisis Management Team through the designated spokesperson. Employees who are knowledgeable of the event or who are witnesses to the event may be approached by reporters. Employees should direct reporters and others to the Crisis Management Spokesperson for all information. Here are some guidelines which employees can follow when dealing with reporters:

1. If you are questioned by a reporter, you are not required to give an interview. If you are uncomfortable, you may say, "I'm not the best person to answer your questions." You may want to discuss this with the Executive Director, our official Wheaton Park District spokesperson."
2. It is acceptable not to know the answer to a question. Just openly admit, "I don't know." Direct the reporter to the spokesperson who may have the answer.
3. It is okay to express sympathy for any person injured during a crisis. However, employees should direct any specific questions concerning the crisis to the Wheaton Park District Spokesperson.
4. Do not say "**NO COMMENT.**" Reporters may interpret the "no comment" phrase as guilt and reluctance to talk to the media. You may say, "At this time, it would be premature and speculative to discuss the matter pending further investigation."
5. Do not say anything you do not want to see in print. A negatively phrased "joke" loses its humor in print and can be very embarrassing when read later.
6. Never make an "off the record" statement. The confidentiality of "off the record" statements cannot be guaranteed.

D. MEDIA RELATIONS PLAN

Through the direction of the Head of the Crisis Management Team, the Spokesperson will coordinate all interaction with the media. In general, it is beneficial to communicate with the media when accurate information is available. In some cases, it may not be prudent to present detailed information on a crisis to the media. This decision should be made by the Crisis Management Team and legal counsel. However, in some situations, failure to make an official statement to the media or to release information to the media may lead the media to seek alternative and unreliable sources for their information.

READ A PREPARED STATEMENT first and then answer questions from the media. If possible, distribute a written statement to the media before the press conference.

Accentuate the positive in the statement to the media. Counsel should also be available to assist in answering certain questions.

The following is a list of information that may be requested but **SHOULD NOT** be released to the news conference or the official statement:

- Acknowledgement that an accident has taken place
- Extent of injuries
- Estimate of damage resulting from the incident
- Names of persons involved
- Blame placed on any individual or party
- Information about past incidents
- Monetary information regarding the district
- Salary information
- Home telephone numbers of staff or participants

The reason for keeping this information confidential is not to keep secrets, but to **ensure accuracy**.

E. NEWS MEDIA TELEPHONE NUMBERS

TELEVISION STATIONS

WGN	Channel 9	773.528.2311
WLS	Channel 7 (ABC)	312.750.7070
WMAQ	Channel 5 (NBC)	312.836.5555
WBBM	Channel 2 (CBS)	312.202.2222
WFLD	Channel 32 (FOX)	312.565.5533

DAILY NEWSPAPER

Chicago Tribune	News Desk	312.222.4440
Chicago Sun Times	News Desk	312.321.3000
Daily Herald	News Desk	847.427.4300
Wheaton Leader	News Desk	630.668.7957
Wheaton Sun	News Desk	800.397.9397

F. POST CRISIS EVALUATION AND FOLLOW-UP

1. The Crisis Management Team should initiate and complete a Post Crisis Evaluation within fourteen (14) days after a crisis.

2. Acknowledge and/or thank the necessary persons involved: police, fire, community, emergency crews and staff.

Below are questions to be asked after the crisis has been handled by the Crisis Management Team. The evaluation should be completed by every member of the Crisis Management Team.

1. Name, date, position and department.
2. What was your role in the crisis?
3. How did you learn about the crisis?
4. Were you satisfied with how you were notified?
5. How could the notification process be improved?
6. How many hours did you spend in managing any aspect of the crisis?

CONTACT LIST 2017 Safety Committee Members

Committee Member	Title/Department	Office/Cell Number	Email
Michael Benard	Executive Director	630-510-4945 / 630-45-7726	mbenard@wheatonparks.org
Wendy Russell	Aquatic/Safety Manager	630-510-5126 / 630-885-4684	wrussell@wheatonparks.org
Michelle Artis	PPFC Asst. Manager	630-510-5124 /	martis@wheatonparks.org
Michelle Podkova	Museum Manager	630-510-4956 / 847-772-7753	mpodkova@wheatonparks.org
Vicki Beyer	Superintendent of Recreation	630-510-5118 / 630-536-4138	vbeyer@wheatonparks.org
Rob Sperl	Director of Parks & Planning	630-510-4970 / 630-464-0161	rsperl@wheatonparks.org
Diane Hirshberg	Human Resource Manager	630-510-4952 / 815-592-3092	dhirshberg@wheatonparks.org
Mike Forrest	Maintenance Supervisor/Arrowhead	Cell: 630-779-8400	mforest@wheatonparks.org
Ryan Miller	Fitness Center Manager	630-510-5135 / 630-333-7210	rmiller@wheatonparks.org
Iwona Thrasher	Lead Restaurant Manager	630-510-5056 /	Ithrasher@wheatonparks.org
Deb Seymour	Horticulture & Turf Manager	630-510-4972 / 630-917-4835	dseymour@wheatonparks.org
Jamie Martinson	Preschool & Camps Manager	630-510-5138 /	jmartinson@wheatonparks.org
Alan Pirhofer	Executive Chef	630-510-5061 / 630-338-2382	
Randy Tucker	Accounting Supervisor	630-510-5054 / 630-408-3815	rtucker@wheatonparks.org
Sue Wahlgren	Director of Cosley Zoo	630-510-5035 / 630-204-3226	swahlgren@wheatonparks.org
Mike Kelly	Adventure Ed Supervisor	630-510-4993/630-815-6052	mkelly@wheatonparks.org

APPENDIX

PDRMA		Accident/Incident Report		Form 01
Park District Risk Management Agency		Attorney/Client Privileged Document		
1. Agency name		Today's date		
2. Date of incident (mm/dd/yyyy)		Time of incident (h:mm a.m./p.m.)		
3. Name of person completing report		Title of person completing report		
4. Business phone number		Business email		
5. How did the incident occur? (Provide a brief, factual description; do not speculate on fault, etc.)				
6. Name of the location (park, pool, community center; Ex. Smith Pool, Johnson Community Center) or nearest intersection where the incident occurred.				
7. Is there an address for this location? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
If yes, please provide the following:				
Street address				
City State Zip code				
8. Location (Specify the exact type of location/facility where injury occurred. Ex. maintenance garage, sports field, aquatic outdoor, golf course, etc.)				
9. Primary location (Specify exact location. Ex. lap pool, cart storage, classroom, pavilion)				
BODILY INJURY				
If an employee was injured, please submit the form for an Employee Injury (Form 04) type of incident.				
10. Was a person injured? (Ex. patron, citizen, participant, volunteer) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
11. If yes, please provide the following information:				
Last name		First name		
Address				
City State Zip code				
Home phone #		Work phone #		Cell phone #
Age Sex <input type="checkbox"/> Male <input type="checkbox"/> Female				
12. Is injured person an agency volunteer? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
13. Describe the injury (affected body part and type of injury. Ex. contusion, bruise, laceration, sprain, break, etc.)				
14. Did injured person make any statements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
If yes, what did injured person say?				

PDRMA		Accident/Incident Report		Form 01
Park District Risk Management Agency		Attorney/Client Privileged Document		(pg. 2)
15. Was first aid administered? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
Name and position of person who administered first aid				
What first aid was given?				
Did first aid involve AED and/or CPR? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
If yes, please submit a PDRMA post-AED form.				
Were paramedic services offered?				
Called and refused (at scene by patron)		<input type="checkbox"/> Yes <input type="checkbox"/> No		Offered and called <input type="checkbox"/> Yes <input type="checkbox"/> No
Offered and refused		<input type="checkbox"/> Yes <input type="checkbox"/> No		Offered, refused, called by agency anyway <input type="checkbox"/> Yes <input type="checkbox"/> No
Unable to respond and called		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Were police called? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the following information.				
Name of police department				
Name of officer				
Do you expect this person to submit a claim? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
PROPERTY DAMAGE				
16. Was property damaged as a result of this accident/incident? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
17. If yes, how was the person involved in the accident/incident?				
Owner of property adjacent to park district		<input type="checkbox"/> Patron <input type="checkbox"/> Other		
Vehicle owner		<input type="checkbox"/> Vehicle owner <input type="checkbox"/> Other		
18. Last name (or business name)		First name (not necessary if business name)		
Address				
City State Zip code Phone number				
WITNESS INFORMATION				
19. If there was a witness(es) to the accident/incident, please provide the following information:				
Last name		First name		
Address				
City State Zip code Phone number				
20. Did witness make any statements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
If yes, what did witness say?				
Where was witness when the accident/incident occurred?				

Vehicle Accident Report Form 02	
<small>(Accident involving agency vehicle. May involve bodily injury, property damage.)</small> <small>Attorney/Client Privileged Document</small>	
1	Agency name Today's date
2	Date of incident (mm/dd/yyyy) Time of incident (h/m/mm, a.m./p.m.)
3	Name of person completing the report Title of person completing report
4	Business phone Business email
5	How did the incident occur and what property was damaged? (Provide a brief factual summary.)
6	Name of the location (street/road/highway) or nearest intersection where the incident occurred.
7	Is there an address for incident location? If yes, please provide the following:
Street address	
City State Zip code	
8	Location
Offsite (non-agency owned) <input type="checkbox"/> On agency property <input type="checkbox"/>	
9	Primary location
Highway/roadway <input type="checkbox"/> Parking lot <input type="checkbox"/> Other <input type="checkbox"/>	
10	Was the agency vehicle occupied? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
11	Agency driver last name First name
Address	
City State Zip code	
Home phone # Work phone # Cell phone #	
Email	
Is this driver an employee? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
If Yes, enter job title of employee	
Identify the type of driver	
Full-time employee <input type="checkbox"/> Intern <input type="checkbox"/> Non-park district employee <input type="checkbox"/>	
Part-time employee <input type="checkbox"/> Volunteer <input type="checkbox"/> Spouse/family member <input type="checkbox"/>	
Seasonal employee <input type="checkbox"/>	
12	Agency vehicle VIN Make Model License number

Vehicle Accident Report Form 02	
<small>(Accident involving agency vehicle. May involve bodily injury, property damage.)</small> <small>Attorney/Client Privileged Document</small>	
13	Is vehicle drivable? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
If no, provide current location of vehicle	
14	Area of damage
15	Estimated repair cost
16	Was a trailer involved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
If yes, provide the following information.	
Trailer year Make Model License number	
Trailer area of damage	
Current location of trailer	
Estimated repair cost of trailer	
17	Has a police agency conducted an investigation? If yes, provide the following information.
What police agency investigated the incident?	
Police report number	
18	Was the agency driver ticketed, arrested or cited for violation(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
If yes, provide details of the ticket, arrest or violation(s).	
19	Identify other people involved in the accident. (Provide the following information for each person. Make additional copies of this page if needed.)
How was the person involved in the accident? Check all that apply.	
Driver of other vehicle <input type="checkbox"/> Injured person <input type="checkbox"/> Owner of involved property <input type="checkbox"/>	
Owner of other vehicle <input type="checkbox"/> Passenger of agency vehicle <input type="checkbox"/> Passenger of other vehicle <input type="checkbox"/>	
Pedestrian <input type="checkbox"/>	
Last name or business name First name (not necessary for business)	
Address	
City State Zip code	
Home phone # Work phone # Cell phone #	

20 Identify witnesses of the accident. (Provide the following information for each witness. Make additional copies of this page if needed.)

Last name		First name	
Address			
City		State	Zip code
Home phone #		Work phone #	Cell phone #
Witness to accident? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown If yes, provide the following information.			
Relation to injured person or property owner:			
Agency employee or volunteer <input type="checkbox"/>		Another program participant or park user <input type="checkbox"/>	Friend <input type="checkbox"/>
Other <input type="checkbox"/>		Passerby <input type="checkbox"/>	Relative <input type="checkbox"/>
Did witness make any statements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown			
If yes, provide the following information.			
What did witness say?			
Where was witness when the accident occurred?			

21 Was the driver of the agency vehicle conducting agency business at the time of the accident?
☐ Yes ☐ No ☐ Unknown

22 What street was the agency driver on? What street was the other driver driving on?

23 What direction was the agency driver traveling? ☐ North ☐ South ☐ East ☐ West
What direction was the other driver traveling? ☐ North ☐ South ☐ East ☐ West

24 Weather conditions
Dry ☐ Fog ☐ Ice ☐ Snow ☐ Wet ☐

25 Accident diagram

1 Agency name Today's date

2 Date of incident (mm/dd/yyyy) Time of incident (hh:mm, a.m./p.m.)

3 Name of person completing the report Title of person completing report

4 Business phone Business email

5 How did the incident occur and what property was damaged? (Provide a brief factual summary.)

6 Name of the location (park, pool, community center; Ex. Smith Pool, Johnson Community Center) or nearest intersection where the incident occurred.

7 Is there an address for incident location? If yes, please provide the following:

Street address

City State Zip code

8 Location (Specify the exact type of location/facility damaged, listing multiple locations/facilities if necessary. Ex. maintenance garage, sports field)

9 Primary location (Identify the exact area of damage. Ex. roof storage, batting cage)

10 Estimate of loss

11 Contact person at facility

12 Contact person's email

13 Contact person's phone number

14 Was damage caused by third-party (non-agency) individual? ☐ Yes ☐ No ☐ Unknown

15 Has the party responsible for damage been identified? If yes, provide the following contact information for the person or persons identified:

Name Street address

City State Zip code

16 Has a police agency conducted an investigation? ☐ Yes ☐ No ☐ Unknown

17 What police agency investigated the incident? What is the police report number?

18 Were criminal charges brought against the responsible party? If yes, what were the charges?

Wheaton Park District

EMPLOYEE ACKNOWLEDGEMENT
of the
Employee Safety Policy and Procedures Manual and
Crisis Management Plan

I, the undersigned employee, acknowledge receiving a copy of the Wheaton Park District's Employee Safety Policy and Procedures Manual and Crisis Plan dated February 2017.

I have read and become familiar with its contents. I have asked my Supervisor about any items which are unclear to me.

If there is ever a discrepancy between this guide and my performance, I understand that disciplinary action may be taken by my Supervisor, up to and including termination.

I understand that this Safety Manual and Crisis Plan may change at any time and that I will be notified and will have to adjust my work habits accordingly.

Employee Name (Printed)

Employee Signature

Date



PURCHASE ORDER
No. 0020170794

VENDOR:

Meridian IT Inc
Nine Parkway North
Suite 500
Deerfield, IL 60015

SHIP TO:

Wheaton Park District
102 E. Wesley
Wheaton, IL 60187-

BILL TO:

Wheaton Park District
102 E. Wesley
Wheaton, IL 60187-

VENDOR NO.		VENDOR PHONE NUMBER		TERMS	DATE	REQUIRED DELIVERY DATE	
06093				0	02/09/2017		
SHIPPING INSTRUCTIONS							
(none)							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	0.00		Switches at CC, replacements		70-000-000-53-5305-0000	10,318.75	10,318.75
2	0.00		Annual maintenance for switches replaced in early 2017 at CC		70-000-000-52-5240-0000	1,467.18	1,467.18

SUBTOTAL: 11,785.93
TAX: 0.00
SHIPPING: 0.00

TAXABLE: No
CONFIRMING:

TOTAL: 11,785.93

Pat A. Trevino 2/10/17

AUTHORIZED SIGNATURE

[Signature] 2/10/17

IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE

This order is given upon the representation and guaranty of the manufacturer, seller or service provider (individually, a "Contractor") that it has complied and will comply with all applicable State, Federal and Local Laws, Rules, Ordinances and Regulations (individually a "Legal Requirement") in connection or associated with the manufacturing, processing, branding, labeling, transportation or provision of the merchandise, goods and/or services herein mentioned. In the event of a breach or violation by Contractor of any Legal Requirement, the Wheaton Park District shall be entitled to rescind any order or agreement with Contractor, and the Wheaton Park District shall also be entitled to recover from Contractor and Contractor shall defend, indemnify and hold harmless Wheaton Park District from and against any and all, claims, damages, fines, penalties, losses, costs and expenses which it may sustain or incur, including but not limited to legal fees (attorney's and paralegals' fees and court costs),

TO: Mike Benard, Executive Director
FROM: Rob Sperl, Director of Parks & Planning
DATE: February 6, 2017
SUBJECT: Board Report, January 2017

Administration/Overall Department

- Over 650 man-hours were used to clean and maintain the Central Athletic Center Ice Rinks.
- Over 218 man-hours were used to create and observe ice rinks (man-made & natural ponds) carefully throughout the month of January. All natural ponds (7 gables, Rathje, Herrick, and Northside Park) were cleared of all snow, scrape down, filled, and then resurfaced.
- Over 54 man-hours were used for snow removal throughout the District. All parking lots, paths, roads, and sidewalks throughout the District were cleared to keep facilities safe and open. Less than an inch of snow fell in January.
- Firewood Pickup: 51 Wheaton Residents picked up firewood from the Park Services Center this month.
- Park Permitting: 43 Patrons came in this month to reserve a picnic shelter, wedding location, or park area.
- Several staff members attended the Illinois Parks and Recreation Association conference in Chicago including a half day session focused on ball field maintenance.
- Proposals were accepted for goose control at several of our parks (see attached).

Planning

- Bids for Arrowhead clubhouse carpeting were opened Feb. 1 (see attached).
- Cage Engineering provided a proposal for path engineering at Seven Gables (see attached).
- Cosley Animal Welcome Center construction is progressing. Some changes are recommended (see attached).
- Memorandum of Understanding concerning stormwater detention was sent to Roundy's.

Parks & Buildings Operations

- Memorial Park benches were painted.
- Removed light arch, snow flakes, displays at Cosley Zoo.
- Locker and concrete curb removal at CAC locker rooms for Rec N Roll project.
- Draintile repair at Seven Gables pond.
- Fabricated three Memorial boulder/plaques.
- Electrical upgrades at CAC mechanical room, outlets and lighting.
- General cleaning was completed for all WPD facilities and shelters.
- Regular preventative maintenance of HVAC units was completed throughout the district buildings.
- Monthly building inspections and repairs were completed throughout the district buildings, as well as, low frequency playground inspections and repairs.

Trades

- Installed bat houses at the Lincoln Marsh Natural Area.
- Began demolition on the Rec and Roll Project at Central Athletic Center.
- Park signs sandblasted, painted and installed: Triangle Park and Sunny Side Park
- Various work order requests were completed throughout the district.
- Staff is in the process of updating and replacing all old, worn-out, and missing signs throughout the district.

Horticulture, Turf & Natural Resources

- Staff trained and tested for pesticide license.
- Cleared drains and catch basins throughout the district to prevent flooding.
- Extensive trash removal in no mow areas, detention ponds and roadways.
- Evaluated pool maintenance required before the season starts. Work will begin 1st full week of February.
- Removed holiday lights and decorations at the Community Center.
- Community Center and Rice Pool Aquatic Center pruning and chipping.

Conservation

- Finished Emerald Ash Boar mitigation project at Prairie Path Park which included approximately 50 ash trees.
- Started removal of diseased and dead Ash clearing and invasive removal at Danada South in preparation for the next phase of Play for All play area.
- Trail inspections were completed and crews are working on cutting back trail vegetation.

Mechanic

- Vehicle body repairs is in progress for 2017.
- Research for 2017 equipment purchases is underway.
- Miscellaneous repair requests and preventative maintenance work order tickets were completed, as well as, monthly vehicle inspections.

TO: Mike Benard, Executive Director
FROM: Andy Bendy, Director of Special Facilities
RE: February 15, 2017 Board Report

Cosley Zoo - Susan Wahlgren, Zoo Director

Fundraising/Revenue Activities

Admissions:

- Several days of moderate weather brought 1,500 guests in January compared to 1,155 in 2016. The increase in revenue is due both to increased visitor numbers and a higher admission fee. Financial data is below:

Month	2017 Revenue	2017 Avg./Day	2016 Revenue	2016 Avg./Day
January	\$3,670	\$122	\$1,916	\$64

Significant Activities/Accomplishments

Education Programs and Activities:

- Educator Jackie Karnstedt conducted Basic and Advanced Animal Handling Training with eligible Junior Zookeepers on Saturdays throughout January. A total of nineteen JZs participated in this special opportunity that they qualified for as a result of the amount of time they dedicated to the zoo. A JZ must complete 70 hours of service and be at least 14 years of age for Basic Animal Training. For Advanced Animal Training, a JZ must have successfully completed Basic handling training/testing and maintained the requirements of basic for the one year before becoming eligible for Advanced training.
- Education staff members Jackie Karnstedt and Tami Romejko attended a Suburban Educators Roundtable at the Museum of Lapidary Art. The focus of the presentation was how organizations are remaining relevant with STEM (Science, Technology, Engineering, and Math) curriculum.
- Education staff conducted Great Backyard Bird Count training for Junior Zookeepers Saturday, January 28. This same training will be offered for all interested parties Saturday, February 11. Registration is required for the general training by e-mailing Education Supervisor Natasha Fischer at nfischer@wheatonparks.org.
- Program data for January is below:

Total Programs - January

Type of Program	2017 Number of programs	2017 Number of participants	2016 Number of programs	2016 Number of participants
Outreach	1	25	1	50
Casual Interpretation	0	0	2	15
Birthdays	1	32	1	16
Camps	0	0	0	0
Jr Zookeepers Club	6	88	6	74
School programs	1	17	0	0
Scout Programs	0	0	1	13
Park District programs	4	61	4	85
Special/Members Events	0	0	0	0
Rentals	2	105	1	60
Total	15	328	16	313

General Activities:

- The Zoo Director and Animal Curator conducted an annual planning meeting with the zoo's two primary veterinarians. The meeting is held to discuss current and recommended health care protocols, diet analysis, and services rendered.
- A new juvenile llama arrived at the zoo Tuesday, January 24. Zookeeper staff has done a great job of successfully integrating the new llama, Franklin, into our current collection. After some initial trepidation on the part of Olaf, our long-time resident llama, the two now seem to have bonded to each other.
- For the third time in as many years, Cosley Zoo took part in Wild Wednesdays; a marketing opportunity offered through AZA. With help from marketing staff member Brett Peto, the zoo posted a short video highlighting the Blanding's Turtle Recovery Project Wednesday, January 25. This post reached nearly 110,000 people, a new and

very impressive record for the zoo. The previous record (22,000) was received from last year's Wild Wednesday post.

- Education staff members Natasha Fischer, Jackie Karnstedt, and Tami Romejko, along with Buildings & Grounds Supervisor Tom Day, travelled to Brookfield Zoo to meet with their enrichment staff that creates unique items for their ambassador animals as well as the entire collection. This meeting was very informative as we look for some different ways to present our animal ambassadors. It also afforded staff the opportunity to create new networking opportunities which will be very beneficial toward the development of new skill sets.
- The following article was published in both the Daily Herald and the Chicago Tribune:

Citizen Science Workshops Help Conserve Local Species at Cosley Zoo

Three workshops will train the public to participate in two citizen science programs this winter and spring: the Great Backyard Bird Count and FrogWatch USA. Photo courtesy of John Tobias. (Posted by Brett Peto, Community Contributor)

Community Contributor Brett Peto

Cosley Zoo (1356 N. Gary Ave., Wheaton, Ill.) is home to animals representing 32 species of bird and three species of frog, but this winter and spring, staff will provide workshops to help citizen scientists gather data on species outside the zoo's five acres.

On February 11, 2-4P, Educator & Teen Specialist Jackie Karnstedt will lead Cosley Zoo's first-ever workshop training the public to contribute to the Great Backyard Bird Count (GBBC), an effort launched by the Cornell Lab of Ornithology and National Audubon Society in 1988 to record bird populations worldwide. More than 160,000 people participated last year.

"Scientists can't be everywhere at once, so they're reaching out to citizen scientists to be their eyes and ears and get a snapshot of what birds are doing all over the world," said Jackie Karnstedt. "That can help them study population trends, how weather is affecting birds, or migration."

The workshop will cover practicality and purpose for when GBBC goes live February 17-20.

"We'll go over what [the] Great Backyard Bird Count is, why it's important, what the data's going to be used for, how to collect and submit data, and then basic tips on how to identify some of the common bird species you can find in DuPage County," Karnstedt said.

The time commitment can be as little as 15 minutes per day, spotting species like the dark-eyed junco, often seen during winter throughout the upper Midwest, songbirds, and "if you're in Chicago, you may even see a parakeet."

"Hyde Park has a population of monk parakeets," Karnstedt said. "The first was discovered there in the early 1970s. They've established a regular population around the University of Chicago, which has taken them under their wing, no pun intended."

Small birds are significantly more adaptable than many ground-based species.

"They're building nests on buildings and roofs instead of trees," said Karnstedt, "and because they spend more time higher up than people, they're not impacted as much by grasses being mowed. Hawks and owls need that open space, but the little ones seem to squeeze in."

Patience, practice, and identification are the cornerstones of successful birdwatching, which has a devoted following not shared for some other groups of animals.

"I think it's because there are so many species of birds and there are migratory species, so you can see something completely different from other times of year," she said.

Karnstedt started birdwatching as an undergraduate in Iowa, partly because of availability.

"Sometimes animals are tricky to find, and birds are something you can go out and see every day," Karnstedt said. "If your brain's trained to look and listen for them, you'll find them more and more often. I like that you can find them."

Contact Natasha Fischer at nfischer@wheatonparks.org to register for the Great Backyard Bird Count workshop. All ages welcome. \$7 per person; \$20 per household or group.



At two workshops for FrogWatch USA on March 24, 6-8P and April 30, 3-5P, the public can learn how to locate a harder-to-find sort of species: frogs.

A citizen science program of the Association of Zoos & Aquariums (AZA), FrogWatch USA invites individuals and families to learn about wetlands and help amphibians by reporting the calls of local frogs and toads during the breeding season spanning February through August.

The zoo's chapter started in 2012, said Zookeeper Alison LaBarge, and has welcomed more volunteers each year.

"More than anything else, I would say the FrogWatch [USA] program is about education and awareness," she said. "It enables individuals to learn more about their local wildlife and wetland habitats, and what makes these things important."

During the workshops, guests can become familiar with frog and toad calls and learn appropriate monitoring protocols, how to find a wetland site suitable for monitoring, and how to document their findings.

"The collected data is submitted through a National Geographic mapping program called FieldScope," LaBarge said. "The information can then be compiled by AZA. The nice thing about FieldScope is that anyone can view the data there, so it does have the potential to inform amphibian researchers about current population trends."

Registration for both FrogWatch USA workshops is available by emailing frogwatchcosleyzoo@wheatonparks.org.

To learn more about Cosley Zoo's citizen science workshops, visit cosleyzoo.org/conservation. For more information about the Great Backyard Bird Count, visit gbbc.birdcount.org, and to see how FrogWatch USA conserves amphibian species, visit aza.org/frogwatch.

Parks Plus Fitness – Ryan Miller, Manager

- Staff completed weigh outs for the Maintain, don't gain program. 123 staff members participated and 111 weighed out successfully.
- January 11, staff met with Cosley Zoo Run for the Animals Committee to discuss planning for the 2017 event.
- Staff attended HR training at the Museum January 17th to review the new policy manual.
- Staff hosted the Health Risk Assessment January 27th at the Community Center where 46 staff members participated.

PPFC Membership Breakdown	Annual	3-Month	1-Month	Fit-N-Swim	Total
January 2017	2,053	23	39	0	2,115
January 2016	2,050	23	26	0	2,099
December 2016	2,047	18	93	0	2,158
December 2015	2,051	22	132	0	2,205
November 2016	2,051	10	30	0	2,091
November 2015	2,053	19	15	0	2,087
Monthly Total Attendance/ Usage	9,802				

PPFC January 2017 New and Renew Memberships:

Membership Type	New	Renew	Total Amount
Annual	59	93	\$33,985.86
Silver Sneakers	65	51	\$3,504.75
3 Month	15	8	\$2,523.00
Total for all Types	139	152	\$40,013.61

Arrowhead Food and Beverage, Brian Whitkanack-Director, Restaurant and Banquet Operations

Banquets

- Held 42 events for 2,005 guests in January.
- Hosted 1 wedding
- Hosted Straight From The Tap: VIP Beer Experience attended by 330 people, bringing in \$17,000 in revenue.
- Our new banquet chairs have arrived. The new chairs are a Chiavari style chair.

Restaurant

- Lucky Lunchbox continues in the restaurant lobby. Every guest who dines at Arrowhead for lunch receives a raffle ticket for a chance at one of 6 prizes valued at \$250 or more per package.

- Staff is excited to present Scotch Dinner (February 25) and Wines Around the World (February 14).
- Guests are looking forward to chef's Mardi gras menu beginning Wednesday, March 1.

Arrowhead Golf Club-Bruce Stoller, Director

- January temperatures averaged well above normal for the second year in a row. After a strong start to the snow season, the second half of December and all of January combined to see only .6 inches of total accumulation. This is the lowest total in 117 years and the second lowest on record.
- Two new furnaces were installed in the maintenance building in January. These were replaced for the first time since the building opened.
- A contractor was on site late in the month to catch up on pruning and trimming that had been delayed as we dealt with ash tree removal over the past few seasons.
- Members of the grounds maintenance staff continue to thoroughly clean and do routine maintenance on all pieces of equipment. This is an annual project that allows equipment to be in the best possible condition when the golf season arrives.
- Over 100 area golf course superintendents and their guests visited our maintenance facility as part of a three course tour. Arrowhead was the last stop and the group gathered in the restaurant/bar afterward for lunch and socializing.
- Golf staff attended the PGA Merchandise Show in Orlando during the last week of January. The show allows us to see colors and styles from all manufacturers under one roof, and affords us the opportunity to find lesser known brands that would be difficult to locate in any other setting. We were also able to see all of the major golf car brands as we look toward purchasing a new fleet for the 2018 season.
- The 2017 golf calendar has been finalized. Contracts and registration forms for leagues and permanent tee times have gone out and will be returned by early March so tee sheets can be finalized.
- Justin Kirtland and his wife Elise welcomed their second little girl, Marlowe Christine, February 1st.

Historical Museum- Michelle Podkova, Educator

Collections and Exhibits

- Staff coordinated a meeting with Wheaton Public Library to evaluate and improve the *Voices* oral history program. *Voices of DuPage: Civil Rights Movement* oral histories are on display with the *Changing America* exhibit, up through March 9.
- Staff was trained on Audacity audio software to begin editing clips for our *Voices* oral history program.
- Staff continued working on upcoming exhibits including *Fun Unplugged: Outdoor Adventures*, *Hooked*, *Adam's Dream* and *1917: Catalyst for a Modern Era*.

Educational Programs and Events

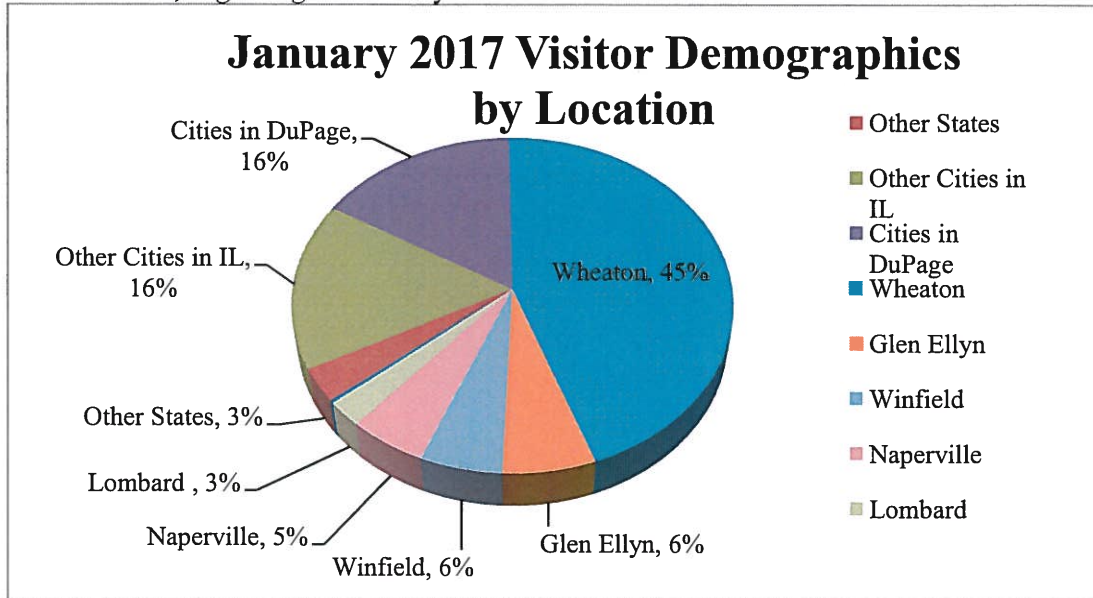
- *Changing America* exhibit opened January 28 with 37 people attending "Oh Freedom!"
- Staff was trained on Eventbrite to create tickets for their events.
- The Museum held a photography workshop. Five participants brought a photograph and created a tin punched frame to mimic the look of a tintype.
- Museum Manager submitted a request to Metra for the 2017 Santa Express trips.

Marketing and Foundation Events

- *Casino Night* committee met January 11 to plan the March 11 event.
- Museum Manager attended Multi-Chamber of Commerce event at COD January 31.
- Signs were created for the renovation plans in the Museum's foyer. Minor repairs and paint will prepare for the installation of the new plaque honoring Mr. Daniel Goodwin and the Inland Realty Group.
- Graphic Design created a logo and light pole banners for the Museum's 50th anniversary celebration. Marketing recreated a retractable sign to be displayed at College of DuPage for the event as a travelling exhibit to celebrate the anniversary as well.
- Marketing created *Hooked* exhibit postcards.
- A *Casino Night* web ad for Naperville magazine was created to advertise for the event.
- A *Changing America* eblast advertised for all related events.

Administration and Safety

- The Museum was nominated for the Best of Wheaton. Two of our staff received Young Professional awards, Mychal Brown and Ashley Downing.
- Museum staff would like to welcome Michelle Hujer to the Museum as Museum Assistant. Michelle comes with experience from several park district-run museums.
- Museum Manager met with the Survey Team of the WPD Strategic Planning Committee.
- The StEPs program audience team met January 25 to discuss progress on its projects. The next StEPs committee to meet will be Collections, beginning in February.



Total Visitors for January 2017: 724 (compared to 466 in January 2016)

Total Visitors for 2017: 724 (compared to 466 in 2016)

Aquatics/Safety – Wendy Russell, Manager

- Pool pass sales continue to climb. The current total from November through January 31st is \$170,882/3,792 in passes. For the 2016 season we were at \$164,760/3,681 passes. A difference of \$6,122/111 passes making pass sales so far in 2017 climbing ahead.
- Wendy co-taught an Ellis Instructor's Class in Arlington Heights January 2-4. Instructor candidates from 42 park districts participated for the three days. The class works on skills and rescues however, the main focus of the class is for the participants to learn how to teach lifeguarding skills and emergency protocols. The instructors can then go back to their facilities and license their staff as lifeguards for the season.
- Wendy attended the Swim Team Conference Board Meeting, Wednesday, January 11. The meeting was the kick off for the 2017 season. Discussed were facilities and dates for the Championship Meets in July as well as the need for volunteers and officials to operate the meet.
- Wendy attended the District 200 monthly Safety Committee Meeting, January 12. The agenda was a continuation of the reunification protocols for the emergency procedure policy. The two high school tech classes have been working on revamping and updating the emergency videos for the district.
- The Risk Management Committee held their monthly meeting, January 27. We welcomed three new members to the committee, Mike Kelly- Lincoln Marsh, Jamie Martinson-Recreation, and Iwona Thrasher- Food and Beverage. We also welcomed a guest for the day, Jackie Pierce, our PDRMA Representative. On the agenda was the completion of the Service Animal Protocol. Other topics were handling of patron incidents in our parks when they are enjoying our facilities on their own and continuing work on our crisis management protocols.

TO: Mike Benard, Executive Director
FROM: Margie Wilhelmi, Director of Marketing / Fund Development
RE: February 15, 2017 Board Report

Marketing

Arrowhead Restaurant

Remaining winter and upcoming spring events are the focus in the restaurant. To date, the Wines Around the World wine tasting event is getting more interest as well as the Scotch Dinner both offered in February. Mardi gras special menu continues through February and Lucky Lunch Box continues through March.

Arrowhead Golf Course, Driving Range & Cross-Country Skiing

PGA Jr. Golf marketing materials have been developed. The invite will go out to past participants and an eblast will be distributed to the Arrowhead data base. The annual Golf Fever ladies event is scheduled for February 27 and a NEW men's golf event is planned for March 6. Various materials are being updated for 2017 to include the GPS Advertising brochure.

Arrowhead Events

A print ad will be included in the Shaw Media Suburban Life Wedding Pages issue coming out in February. A direct mail postcard is in design stage to promote milestone events.

Lastly, a review of Arrowhead logo'd giveaway items is underway with staff to make sure that items are on-hand for future expo opportunities.

Cosley Zoo

Marketing & Sponsorship materials have been updated for Party for the Planet (April 22 event). In addition, a new branding design guide has been created for the zoo for use on all marketing materials going forward.

DuPage County Historical Museum

Two new retractable signs are being designed for use at College of DuPage and at future outreach events to promote the museum and its offerings. Marketing continues for the Casino Royale event (March 11).

Parks Plus Fitness Center

Community Appreciation Days went over well in January. As a result 29 new members joined and 50 renewed their membership. In February, BINGO promotion will run for current members encouraging them to try new fitness exercises and programs.

Aquatics

The 20% off sale offered through January 9 and the 10% off sale through April 30 has resulted in a total of 3,792 passes purchased or \$170,882 as compared to 2016 season with \$164,760.

Recreation

We are working with the new preschool & camp manager to develop a professional Wide Horizons Preschool folder to use for Open House and future preschool recruitment.

Misc.

Communications regarding the Spring Programs & Camps & Aquatics combined in one guide are underway with signage at the Community Center, eblasts and social media postings. At the IPRA Conference in January, the marketing department placed 3rd in the Social Media Agency Showcase Category for the Park Postcard Campaign.

Special Events

Straight From the Tap / Saturday, January 28

A total of 330 tickets were sold. It was another great success with 14 breweries present. The silent auction and split the pot raised over \$1,600 for Sensory Garden Playground.

Race Wheaton | 4 – 5K Run Package

To date, 56 Race Wheaton packages have sold compared to 49 as of this date in 2016.

Fun Run | Saturday, April 22

To date, 25 are registered for the event. Sponsorship recruitment continues with \$7,250 confirmed. The Race route map has been updated.

Development

Cosley Zoo Foundation

The 2016 year-end campaign concluded (direct mail, social media, and email messaging) with Cosley Foundation receiving \$27,298. Total number of individual donors more than doubled from 34 in 2015 to 80+ in 2016. In January, 18 memberships were processed (10 renewals, 9 new); 12 were mailed in or purchased in person, 6 were purchased online. The most popular level continues to be the \$59 Wild Bunch membership. Cosley Run planning is underway, with first full committee meeting held February 2nd. Current sponsorship is at \$3,250, with several in-kind food and prize donations already secured, and full sponsorship packet will be mailed out to past sponsors and prospects week of February 6. Development staff has provided an initial list or recommendations for the 2017 Foundation budget to the budget committee.

DuPage County Historical Museum Foundation

The 2016 year-end campaign concluded (direct mail, social media, and email messaging) with the DCHM Foundation receiving \$2,423. This nearly doubled what was brought in in 2015 (\$1,290), and donors increased from just 20 to 33. Work on Casino Night (Saturday, March 11) continues: currently \$3,750 in sponsorships and \$2,275 in tickets sold for 41 attendees. Staff is working with board president Scott Shorney on a new wine tasting fundraising event, tentatively scheduled for late April. The Night at the Museum Kids Party (April 21) planning is underway. Development Director and Museum Manager have been meeting on a regular basis to work on long-term fundraising strategy and goals to help provide outline/roadmap to the foundation on needs from Museum operation's point of view – initial result of this is a 2017 "Museum at a glance" calendar that has been provided to Foundation board).

Play For All Playground & Garden Foundation

Progress on the accessible tree house project is moving forward, with board members meeting with selected design firm Hitchcock Design group the last week in January. Several meetings and focus groups will continue throughout the month of February, keeping up an aggressive schedule to move the project forward. T.J. Hicks and WDSRA Director and Foundation board member Sandy Gbur taped a segment with Naperville Community TV's Business Connections program – it will be airing in the second half of February. T.J. and WPD Director of Marketing, Margie Wilhelmi, accepted checks totaling over \$3,200 from Exelon's Warrenville nuclear offices 2016 employee giving program. The Wheaton Rotary and Central Rotary AM have decided to join together to make their final pledged payments all in 2017 for a total of \$10,000. Development staff will work with the groups to garner the most press for this announcement possible, utilizing Fun Run in Color and the summer Play Days to bolster the announcement.



TO: Michael Benard, Executive Director
FROM: Mary Beth Cleary, Director of Athletics
 Vicki Beyer, Director of Recreation
RE: Recreation Department Report
DATE: February 6, 2017

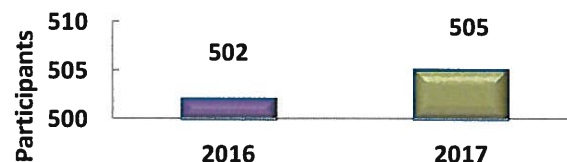
Community Center Rentals and Revenue Comparison
January 2016/January 2017

	# of Reservations			Total Rental Hours			Rental Revenue		
	2016	2017	change %	2016	2017	change %	2016	2017	change %
Paying Renters	68	56	-17.6%	184.75	156	-15.6%	\$4,693.65	\$ 4,627.77	-1.4%
WDSRA	29	8	-72.4%	67.25	23	-65.8%		0	
District 200	8	14	75.0%	24	34.75	44.8%	0	0	
External (Other)	7	5	-28.6%	18.5	12.5	-32.4%	0	0	
Total	112	83	-25.9%	294.5	226.25	-23.2%	\$4,693.65	\$ 4,627.77	-1.4%

Athletics

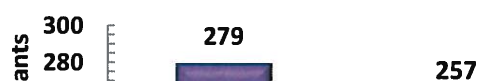
- The Wheaton Wings Travel Soccer Club teams are practicing once a week for an hour and a half during the winter. Wings winter tryouts took place in January and we added a boys U8 team for the spring. This brings the total teams in the Wings up to 26: 16 boys and 10 girls. A Parent Manager, Parent Assistant Coach and Trainer meeting was held on January 26 to review the fall season and prepare for the spring season.
- Winter Co-Rec and Girls Basketball Leagues games will begin Friday, January 27 and Saturday, January 28 at the Community Center, Central Athletic Complex, Hubble, and Edison Middle School. With 82 teams 130 volunteers coaches, and a total of 720 participants. A basketball referee/ scorekeeper meeting were conducted to help new and returning referees/ scorekeepers improve their skills on Thursday, January 26.
- The Athletic Director has worked with the Travel V.P's of the Wheaton Park District Baseball & Softball Board to provide off-season training to the travel baseball and softball teams that are interested in training in the winter 2017. All teams began on Sunday, January 7 at Wheaton-Warrenville South High School Field House, Wheaton North Field House or the Central Athletic Complex depending on availability. This training will run until Sunday, March 19.
- In Martial Arts, 20 out of the 23 offered programs are running in the first session of winter, with over 200 participants registered and enjoying classes.
- Indoor soccer coaches meeting was on Wednesday, January 17. The first games were played January 28. Indoor soccer this year has experienced a 1% increase from last season. The site supervisors are Miguel Granadas, Grace Schwanda and Bill Scott who have almost 30 years of soccer experience combined.

Winter Corec Indoor Soccer

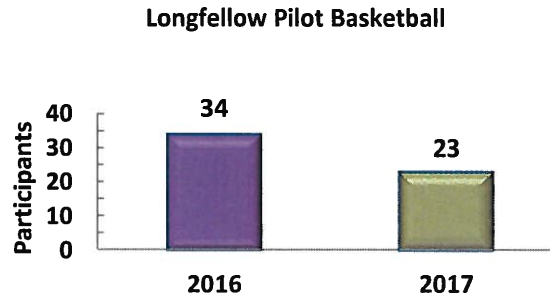


- The Winter Co-Rec Volleyball coaches' meeting was held on Wednesday, January 4. The Winter Co-Rec Volleyball had their first game on January 23.

Winter Volleyball



- Longfellow Pilot basketball had their first game on January 25. The program continues to be an outlet for those who attend Longfellow to experience basketball in a comfortable environment.



Early Childhood and Camps

- Green Team- Jamie Martinson joined the Greening Your District Charter. Sally and Jamie have worked together to lead the Green Initiatives/Accomplishments work charter. We are currently working on creating a "Green Accomplishment" report and expect to have that complete by this spring.
- Jamie Martinson attended IPRA conference January 19-20. Sessions attended were regarding leadership, managing staff, camps, ACA accreditation and early childhood/preschool programs.
- Toohey Park Winter programs began during the week of January 9. We have 9 classes running Monday-Friday with over 100 students each week.
- Wide horizons hosted a craft station in the lobby at the Community Center where little ones were invited to make a winter themed snowman craft and coloring pages. Wide Horizons and other park district programs were also promoted.
- Annual Accreditation Report (AAR) is in progress to be submitted to ACA by February 15. AAR is required each year and assures camp programs are still following/mandating ACA requirements for all camps.
- Wide Horizons Preschool program is hosting two upcoming Open House dates- January 25 and March 1 from 5-7pm. The open house event gives parents/families an opportunity to come see our classrooms, meet staff members and get more information about our preschool program. Registration for residents begins on February 21 and for non-residents on March 7.
- The Week of the Young Child schedule was finalized and promotional materials are being designed. All Week of the Young Child events/programs will require registration through EventBrite which allow us to gain more specific information about our participants for future marketing needs.

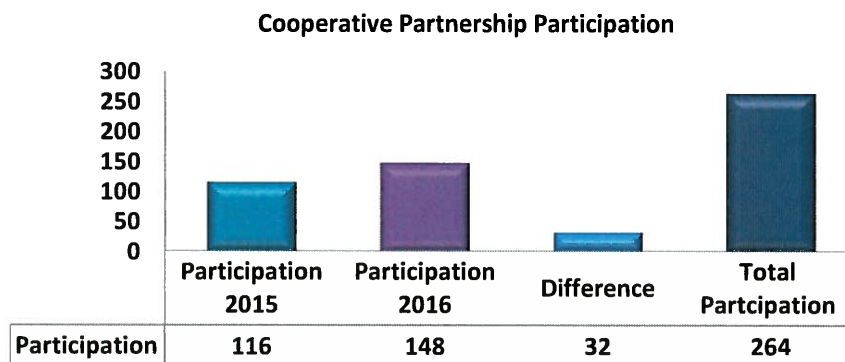
Varied Interest

- Dance recital costumes were ordered the week of January 30 in order to have in time for the May 13 recital.
- The Children's Playhouse, "The Little Mermaid Jr" completed auditions with 78 children between ages 7 and 15 attending. Rehearsals began Tuesday, January 17.

- St. Francis Senior Celebration meetings began on Tuesday, January 24 at 6pm. Community Center maintenance and administrative staff have begun working with the many parent volunteers to store equipment and access rooms in preparation for the April 22 event.
- Cristin is currently hiring for summer camp staff for Camp I Don't Know.
- Cristin continues to serve on the Taste of Wheaton committee, taking responsibility for the Arts and Crafts portion of the event.
- Housing for Missoula Children's Theatre has been secured for the sixth consecutive year with Hampton Inn-Naperville.
- A Post Prom meeting was held January 30 at 1pm
- The Daddy/Daughter Princess Ball is scheduled for Friday, February 24. The event is currently maxed at 76 couples.
- Recreation Supervisor, Cristin Handlon, was a speaker at the 2017 IAPD/IPRA State Conference. The topic was "Teen Service Programs: Helping Your Teens Help You". A co-op opportunity was created with Glendale Heights to expand our Teen Service Series beginning in fall 2017.

Adult Education

- Total cooperative participation for 2015
 - 116 participants
- Total cooperative participation for 2016
 - 148 participants
- Difference between 2015 & 2016
 - Up 32 participants from the previous year
 - The difference in participation from 2015 to 2016 can be attributed to new programs offered and the addition of the Lombard Park District to the Cooperative Partnership with Wheaton



Mary Lubko Center

- Bridge classes continue to be popular, and have grown from one class a session to two full classes (32 students) a season. Bridge teachers Ron and Phyllis Fogel are talented instructors. Brett Peto submitted a feature article about them in early January, which was published in the Daily Herald
- The Silvertones Chorus started work on their spring program this month. It's called, *We're Playing the Palace*. They performed their *Moments to Remember* show at Autumn Leaves of Glen Ellyn on January 2.
- Previews for 2017 trips with Premiere Travel were held on January 18. Eight people registered for tours that were covered in the preview.

- The winter edition of Time Of Your Life was mailed on January 2, and featured eight new day trips, four party events, three live and learn classes, four 2017 extended trips, plus all our standard drop in programs.
- Seven people auditioned for Beyond Glee's Spring Session, and four people were chosen to join. They began work on their spring show, *American Classics*, this month.
- Tax Aide training was held at the Community Center the week of 16th. The Mary Lubko Center and The Community Center staff began taking appointments on January 3.

Green Team

- Usagain clothing recycling efforts collected over 2, 464 pounds of clothing in January. This saves 5,913,600 gallons of water, 14 cubic yards of landfill space and 36, 960 pounds of CO₂ prevented from emissions.
- Green Team members are working on 2017 goals.

Lincoln Marsh

- Lincoln Marsh hosted a total of 482 participants in January.
 - Challenge Course Staff did not present any programs in January.
 - Environmental Education staff presented 26 environmental education programs to 482 participants.
- As of January 27th, Northside Park Shelter House didn't open for the month of January.
- Challenge Course Supervisor continued preparations for the Challenge Course Roundtable Conference Lincoln Marsh will host in February.
- Lincoln Marsh Administrative staff attended IPRA Pre-Conference workshops.

Customer Service

RecTrac

1. Spring/Camp & Aquatic draft – Met with all supervisors from the Rec. Dept. and proofed the brochure to the program masters that were given to me. Our goal is to eliminate errors due to last minute changes and making sure that both the Marketing and Registration Dept. receives the same changes.
2. Summer brochure – Have begun the process of reactivating summer program offerings for many of the activity types.
3. Updated all F/T WDSRA staff with WPD staff benefits for 2017.
4. Updated and printed 2017 Pool Coupons
5. Created ticket for Mary Lubko Center's *Beyond Glee* Spring 2017 concert for Linda Dolan
6. Updated Inventory Count for the purchase of soccer shirts

Training

1. Reviewed procedures for Tax Aide sign-up
2. Made staff aware of new Cosley Zoo calendar promotion
3. Reviewed Track Monitoring

General

1. Served on committee for COMMUNICATION for Strategic Plan helping to create orientation for new hires
2. Interviewed candidates for open Front Desk position and hired new Front Desk Attendant
3. Attended IPRA conference

WHEATON PARK DISTRICT



Financial Overview

January, 2017

Financial Overview Table of Contents

Page #s	Statement Description
Board Requested	
<u>1</u>	<u>AGC Month and Year to Date Departmental Operating Summary</u>
<u>2</u>	<u>Cosley Zoo Analysis</u>
<u>3</u>	<u>Cash & Investments</u>
<u>4</u>	<u>Cash/Fund Balance Target Status Report</u>
<u>5</u>	<u>Investments Report</u>

Balance Sheets

<u>6</u>	<u>General Fund Balance Sheets</u>
<u>7</u>	<u>Recreation Fund Balance Sheets</u>
<u>8</u>	<u>Cosley Zoo Fund Balance Sheets</u>
<u>9</u>	<u>Debt Service Fund Balance Sheets</u>
<u>10</u>	<u>Capital Projects Fund Balance Sheets</u>
<u>11</u>	<u>Arrowhead Golf Club Fund Balance Sheets</u>
<u>12</u>	<u>Information Technology Internal Service Fund Balance Sheets</u>
<u>13</u>	<u>Health Insurance Internal Service Fund Balance Sheets</u>

Operating Statements Year To Date

<u>14</u>	<u>General Fund</u>
<u>14</u>	<u>Recreation Fund</u>
<u>14</u>	<u>Cosley Zoo Fund</u>
<u>15</u>	<u>Debt Service Fund</u>
<u>15</u>	<u>Capital Projects Fund</u>
<u>15</u>	<u>Arrowhead Golf Club Fund</u>
<u>15 - 16</u>	<u>Information Technology Internal Service Fund</u>
<u>16</u>	<u>Health Insurance Internal Service Fund</u>

Operating Statements By Department Year To Date

<u>17</u>	<u>General Fund</u>
<u>17 - 19</u>	<u>Recreation Fund</u>
<u>19 - 20</u>	<u>Cosley Zoo Fund</u>
<u>20 - 22</u>	<u>Arrowhead Golf Club Fund</u>

Special Areas Operating Statements

<u>23</u>	<u>Parks Plus Fitness Operating Summary</u>
<u>24</u>	<u>Central Athletic Complex Operating Summary</u>
<u>25</u>	<u>Special Events</u>

AGC Month & YTD Summary

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
60-Golf Fund									
000-Administration									
4-Revenues	1,578,916	4,483	2,851	1,632	57.26%	4,483	2,851	1,632	57.26%
5-Expenses	(2,802,070)	(49,054)	(51,787)	2,733	5.28%	(49,054)	(51,787)	2,733	5.28%
000-Administration Total	(1,223,154)	(44,571)	(48,936)	4,366	8.92%	(44,571)	(48,936)	4,366	8.92%
101-Parks Maintenance									
5-Expenses	(25,048)	(1,339)	(1,143)	(196)	-17.19%	(1,339)	(1,143)	(196)	-17.19%
101-Parks Maintenance Total	(25,048)	(1,339)	(1,143)	(196)	-17.19%	(1,339)	(1,143)	(196)	-17.19%
601-Golf Maintenance									
4-Revenues	0	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(1,262,737)	(40,181)	(35,313)	(4,868)	-13.78%	(40,181)	(35,313)	(4,868)	-13.78%
601-Golf Maintenance Total	(1,262,737)	(40,181)	(35,313)	(4,868)	-13.78%	(40,181)	(35,313)	(4,868)	-13.78%
611-Pro Shop/Golf Fees									
4-Revenues	2,521,700	15,738	7,716	8,023	103.98%	15,738	7,716	8,023	103.98%
5-Expenses	(839,657)	(2,391)	(23,187)	20,796	89.69%	(2,391)	(23,187)	20,796	89.69%
611-Pro Shop/Golf Fees Total	1,682,043	13,348	(15,471)	28,819	186.27%	13,348	(15,471)	28,819	186.27%
612-Food and Beverage									
4-Revenues	5,795,029	216,307	232,915	(16,608)	-7.13%	216,307	232,915	(16,608)	-7.13%
5-Expenses	(4,733,382)	(192,013)	(204,318)	12,305	6.02%	(192,013)	(204,318)	12,305	6.02%
612-Food and Beverage Total	1,061,648	24,294	28,597	(4,303)	-15.05%	24,294	28,597	(4,303)	-15.05%
613-Cross Country Skiing									
4-Revenues	15,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(9,436)	(620)	(10)	(610)	-6101.60%	(620)	(10)	(610)	-6101.60%
613-Cross Country Skiing Total	5,564	(620)	(10)	(610)	-6101.60%	(620)	(10)	(610)	-6101.60%
60-Golf Fund Total	238,316	(49,069)	(72,276)	23,207	32.11%	(49,069)	(72,276)	23,207	32.11%
Grand Total	238,316	(49,069)	(72,276)	23,207	32.11%	(49,069)	(72,276)	23,207	32.11%

Cosley Zoo Analysis

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
Cosley Zoo									
4-Revenues									
41-Taxes	995,904	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	482,686	5,310	4,271	1,040	24.34%	5,310	4,271	1,040	24.34%
44-Rentals	54,000	2,426	739	1,687	228.32%	2,426	739	1,687	228.32%
45-Product Sales	1,925	30	40	(10)	-25.00%	30	40	(10)	-25.00%
46-Grants & Donations	40,500	72	974	(901)	-92.51%	72	974	(901)	-92.51%
47-Misc. Income	0	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	200	196	52	145	278.35%	196	52	145	278.35%
49-Transfers In	0								
4-Revenues Total	1,575,215	8,035	6,074	1,961	32.28%	8,035	6,074	1,961	32.28%
5-Expenses									
51-Salaries & Wages	(835,029)	(64,549)	(63,807)	(742)	-1.16%	(64,549)	(63,807)	(742)	-1.16%
52-Contractual Services	(314,967)	(3,524)	(3,943)	419	10.64%	(3,524)	(3,943)	419	10.64%
53-Supplies	(161,165)	(2,402)	(458)	(1,945)	-424.57%	(2,402)	(458)	(1,945)	-424.57%
54-Other Charges	(51,690)	(24)	0	(24)	0.00%	(24)	0	(24)	0.00%
57-Capital	(1,377)								
59-Transfers Out	0								
5-Expenses Total	(1,364,229)	(70,499)	(68,208)	(2,291)	-3.36%	(70,499)	(68,208)	(2,291)	-3.36%
Cosley Zoo Total	210,986	(62,465)	(62,134)	(330)	-0.53%	(62,465)	(62,134)	(330)	-0.53%
Foundation									
Concessions									
1-Concession Sales	63,000	60	50	11	21.00%	60	50	11	21.00%
2-Concession COGS	(18,500)	(187)	(67)	(120)	-178.64%	(187)	(67)	(120)	-178.64%
3-Concession Supplies	(1,500)	0	0	0	0.00%	0	0	0	0.00%
Concessions Total	43,000	(127)	(18)	(109)	-606.61%	(127)	(18)	(109)	-606.61%
Gift Shop									
1-Gift Shop Sales	85,000	1,167	1,259	(92)	-7.31%	1,167	1,259	(92)	-7.31%
2-Gift Shop COGS	(31,500)	(3,214)	(3,214)	0	0.00%	(3,214)	(3,214)	0	0.00%
Gift Shop Total	53,500	(2,047)	(1,955)	(92)	-4.71%	(2,047)	(1,955)	(92)	-4.71%
Concession & Gift Shop									
4-Concession & Gift Shop									
Wages	(54,280)	(3,361)	(3,048)	(313)	-10.27%	(3,361)	(3,048)	(313)	-10.27%
Concession & Gift Shop Total	(54,280)	(3,361)	(3,048)	(313)	-10.27%	(3,361)	(3,048)	(313)	-10.27%
Foundation Total	42,220	(5,535)	(5,021)	(514)	-10.24%	(5,535)	(5,021)	(514)	-10.24%
Grand Total	253,206	(67,999)	(67,155)	(844)	-1.26%	(67,999)	(67,155)	(844)	-1.26%

Cash & Investments

Description	Current Month, Prior Year		
	Current Month	Prior Month	Year
<i>Operating Funds</i>			
10-General	3,164,591	3,414,369	2,919,894
20-Recreation	4,165,485	4,143,583	4,934,417
21-Special Recreation	29,614	29,602	17,998
22-Cosley Zoo	369,163	444,717	242,617
23-Liability	401,819	444,413	355,210
24-Audit	34,207	34,206	44,918
25-FICA	262,191	296,060	294,116
26-IMRF	457,002	508,443	461,119
30-Debt Service	849,857	857,704	845,746
60-Golf Fund	3,921,283	3,989,622	3,674,122
70-Information Technology ISF	26,708	61,162	170
75-Health Insurance ISF	508,911	644,147	276,820
Total Operating Funds	14,190,831	14,868,028	14,067,150
<i>Capital Funds</i>			
40-Capital Projects	7,668,684	7,898,844	6,872,121
Total Capital Funds	7,668,684	7,898,844	6,872,121
Total District Funds	21,859,514	22,766,872	20,939,271

Fund Balance Target Analysis
January, 2017

	General 10	Recreation 20	Cosley 22	Insurance Liability 23	Audit 24	FICA 25	IMRF 26	Debt Service 30	Golf 60
Basis of Measurement:									
Budgeted expenditures less budget capital expenditures	3 to 4 months	> 2 months	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	\$5,000	2 - 4 months
FY 2017 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	4,154,961	9,055,750	1,362,851	585,313	30,264	581,788	796,680	4,093,072	9,225,657
FY 2017 Targets									
Target Minimum	1,038,740	1,509,290	340,710	146,330	7,570	145,450	199,170	5,000	1,537,610
Target Maximum	1,384,990	None	681,430	292,660	15,130	290,890	398,340	None	3,075,220
Fund Balance as of January, 2017									
Fund Balance as of 12/31/2016	3,296,103	2,821,710	433,409	404,745	34,225	296,448	451,057	851,765	
Net Profit (Loss) YTD thru January, 2017	(172,032)	(2,783)	(62,465)	168	1	(33,869)	(54,593)	-	
Fund Balance as of January, 2017	3,124,071	2,818,927	370,944	404,913	34,226	262,579	396,463	851,765	
Cash & Investments 12/31/2016									1,688,579
Cash & Investments January, 2017									3,921,283
Analysis Results									
	Over Maximum Target by	Over Target by	Meets Target	Over Maximum Target by	Over Maximum Target by	Meets Target	Meets Target	Over Target Minimum by	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	1,739,081		-	112,253	19,096	-	-		846,063
Amount over target or (under target)		1,309,637						846,765	

All Funds

Investment Report

Description	Current Balance	Prior Month Balance	Prior Year Balance
1110-Certificates of Deposit			
10-General	2,194,697	2,545,011	1,009,270
20-Recreation	3,553,514	3,553,514	3,139,020
21-Special Recreation	0	0	0
22-Cosley Zoo	0	0	0
23-Liability	125,891	125,891	249,122
24-Audit	10,290	10,290	0
25-FICA	247,362	247,362	0
26-IMRF	433,155	433,155	0
30-Debt Service	813,906	813,906	0
40-Capital Projects	5,377,483	5,577,483	2,726,059
60-Golf Fund	2,891,569	3,436,969	1,738,300
75-Health Insurance ISF	192,707	192,707	0
Total Certificates of Deposit	15,840,575	16,936,289	8,861,771
1120-Treasuries			
10-General	0	0	0
20-Recreation	0	0	0
23-Liability	0	0	0
24-Audit	0	0	0
30-Debt Service	0	0	0
40-Capital Projects	0	0	0
60-Golf Fund	0	0	0
Total Treasuries	0	0	0
1122-Agencies			
10-General	0	0	0
20-Recreation	0	0	0
23-Liability	0	0	0
24-Audit	0	0	0
30-Debt Service	0	0	0
40-Capital Projects	0	0	0
60-Golf Fund	0	0	0
Total Agencies	0	0	0
Total Investments	15,840,575	16,936,289	8,861,771

General Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	969,894	869,358	1,910,624
11-Investments	2,194,697	2,545,011	1,009,270
12-Receivables	4,005,956	4,011,654	3,979,572
13-Interfund Receivables	0	0	0
14-Inventory	1,695	1,795	1,817
16-Prepaid/Deposits/Escrows	12,233	12,233	8,767
Total Assets	7,184,475	7,440,051	6,910,051
Liabilities			
20-ST Payables	(14,189)	(100,311)	(42,139)
21-Payroll Payables	(50,291)	(50,213)	(42,310)
22-Accruals	0	0	(62,494)
23-Interfund Payables	0	0	0
24-Unearned Revenues	(3,987,387)	(3,984,887)	(3,983,012)
25-Escheats and Facility Deposits	(8,537)	(8,537)	(7,277)
Total Liabilities	(4,060,404)	(4,143,948)	(4,137,231)
30-Fund Balance	(3,124,071)	(3,296,103)	(2,772,820)
Liabilities and Fund Balance	(7,184,475)	(7,440,051)	(6,910,051)

Recreation BS

Recreation Fund Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	611,971	590,069	1,795,398
11-Investments	3,553,514	3,553,514	3,139,020
12-Receivables	4,017,409	4,101,994	4,044,199
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	94,789	94,789	48,188
Total Assets	8,277,682	8,340,365	9,026,804
Liabilities			
20-ST Payables	(333,469)	(436,044)	(315,043)
22-Accruals	0	0	(89,112)
24-Unearned Revenues	(5,109,161)	(5,068,511)	(5,135,134)
25-Escheats and Facility Deposits	(16,125)	(14,100)	(6,900)
Total Liabilities	(5,458,755)	(5,518,655)	(5,546,189)
30-Fund Balance	(2,818,927)	(2,821,710)	(3,480,615)
Liabilities and Fund Balance	(8,277,682)	(8,340,365)	(9,026,804)

Zoo BS**Zoo Fund
Balance Sheet**

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	369,163	444,717	242,617
11-Investments	0	0	0
12-Receivables	1,007,222	1,007,155	880,670
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	7,106	7,106	9,060
Total Assets	1,383,491	1,458,978	1,132,347
Liabilities			
20-ST Payables	0	(12,059)	(1,323)
22-Accruals	0	0	(25,007)
24-Unearned Revenues	(1,012,547)	(1,013,510)	(881,546)
Total Liabilities	(1,012,547)	(1,025,569)	(907,876)
30-Fund Balance	(370,944)	(433,409)	(224,470)
Liabilities and Fund Balance	(1,383,491)	(1,458,978)	(1,132,347)

Debt BS

Debt Service Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	35,950	43,798	845,746
11-Investments	813,906	813,906	0
12-Receivables	4,288,554	4,288,554	4,308,766
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	5,138,410	5,146,258	5,154,512
Liabilities			
20-ST Payables	0	(7,847)	0
21-Payroll Payables	0	0	0
22-Accruals	0	0	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	(4,286,645)	(4,286,645)	(4,308,766)
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(4,286,645)	(4,294,492)	(4,308,766)
30-Fund Balance	(851,765)	(851,765)	(845,746)
Liabilities and Fund Balance	(5,138,410)	(5,146,258)	(5,154,512)

Cap BS**Capital Projects Fund
Balance Sheet**

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	2,291,201	2,321,361	4,146,063
11-Investments	5,377,483	5,577,483	2,726,059
12-Receivables	23,051	23,253	45,153
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	251	251	764
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	7,691,986	7,922,348	6,918,039
Liabilities			
20-ST Payables	(8,248)	(218,203)	(50,267)
21-Payroll Payables	0	0	0
22-Accruals	0	0	(3,451)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(8,248)	(218,203)	(53,719)
30-Fund Balance	(7,683,738)	(7,704,145)	(6,864,321)
Liabilities and Fund Balance	(7,691,986)	(7,922,348)	(6,918,039)

AGC BS
Arrowhead Golf Club Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	1,029,714	552,652	1,935,822
11-Investments	2,891,569	3,436,969	1,738,300
12-Receivables	1,589,817	1,613,346	1,561,412
13-Interfund Receivables	0	0	0
14-Inventory	116,429	105,974	74,755
15-Other Receivables	23,000	26,000	25,000
16-Prepaid/Deposits/Escrows	46,399	57,147	30,826
17-Other Assets	0	0	0
19-Capital Assets	18,342,337	18,342,337	18,181,982
Total Assets	24,039,265	24,134,426	23,548,097
Liabilities			
20-ST Payables	(1,358,526)	(1,469,966)	(1,256,339)
21-Payroll Payables	0	0	(7,905)
22-Accruals	(84,479)	(84,479)	(173,300)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	(750)
25-Escheats and Facility Deposits	(444,049)	(378,700)	(347,774)
26-Long-Term Debt	(6,702,193)	(6,702,193)	(7,851,766)
27-LT Vacation Accruals	(88,500)	(88,500)	(77,680)
Total Liabilities	(8,677,747)	(8,723,838)	(9,715,514)
30-Fund Balance	(15,361,518)	(15,410,588)	(13,832,583)
Liabilities and Fund Balance	(24,039,265)	(24,134,426)	(23,548,097)

IST BS

Information Technology
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	26,708	61,162	170
11-Investments	0	0	0
12-Receivables	0	94	0
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	22,667	22,667	20,433
17-Other Assets	0	0	0
19-Capital Assets	46,658	46,658	46,658
Total Assets	96,032	130,580	67,261
Liabilities			
20-ST Payables	0	(17,419)	(15,109)
21-Payroll Payables	0	0	0
22-Accruals	0	0	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	0	(17,419)	(15,109)
30-Fund Balance	(96,032)	(113,161)	(52,152)
Liabilities and Fund Balance	(96,032)	(130,580)	(67,261)

Health BS

Health Insurance Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	316,204	451,439	276,820
11-Investments	192,707	192,707	0
12-Receivables	2,154	2,386	1,937
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	511,066	646,533	278,757
Liabilities			
20-ST Payables	0	(143,626)	0
21-Payroll Payables	0	0	0
22-Accruals	0	0	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	(1,291)	0
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	0	(144,917)	0
30-Fund Balance	(511,066)	(501,617)	(278,757)
Liabilities and Fund Balance	(511,066)	(646,533)	(278,757)

Major & Internal Service Funds

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
4-Revenues									
41-Taxes	3,952,666	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	275,200	5,110	2,193	2,916	132.99%	5,110	2,193	2,916	132.99%
43-Debt Proceeds	0								
44-Rentals	87,500	6,750	6,750	0	0.00%	6,750	6,750	0	0.00%
45-Product Sales	18,900	166	80	86	107.13%	166	80	86	107.13%
46-Grants & Donations	156,900	22,291	625	21,666	3466.59%	22,291	625	21,666	3466.59%
47-Misc. Income	5,700	523	0	523	0.00%	523	0	523	0.00%
48-Interest Income	6,500	1,883	347	1,536	442.62%	1,883	347	1,536	442.62%
49-Transfers In	0								
4-Revenues Total	4,503,366	36,722	9,995	26,727	267.41%	36,722	9,995	26,727	267.41%
5-Expenses									
51-Salaries & Wages	(2,165,154)	(162,264)	(151,997)	(10,267)	-6.75%	(162,264)	(151,997)	(10,267)	-6.75%
52-Contractual Services	(1,242,125)	(16,124)	(11,924)	(4,199)	-35.22%	(16,124)	(11,924)	(4,199)	-35.22%
53-Supplies	(511,067)	(2,041)	(5,329)	3,288	61.70%	(2,041)	(5,329)	3,288	61.70%
54-Other Charges	(236,616)	(8,369)	(10,847)	2,478	22.84%	(8,369)	(10,847)	2,478	22.84%
57-Capital	(277,403)	(19,957)	0	(19,957)	0.00%	(19,957)	0	(19,957)	0.00%
59-Transfers Out	(601,391)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(5,033,755)	(208,755)	(180,097)	(28,658)	-15.91%	(208,755)	(180,097)	(28,658)	-15.91%
10-General Total	(530,389)	(172,032)	(170,102)	(1,931)	-1.14%	(172,032)	(170,102)	(1,931)	-1.14%
20-Recreation									
4-Revenues									
41-Taxes	3,900,913	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	5,133,992	305,223	300,029	5,193	1.73%	305,223	300,029	5,193	1.73%
44-Rentals	238,085	26,779	13,512	13,267	98.18%	26,779	13,512	13,267	98.18%
45-Product Sales	194,746	1,829	2,588	(759)	-29.33%	1,829	2,588	(759)	-29.33%
46-Grants & Donations	27,795	549	57	493	864.04%	549	57	493	864.04%
47-Misc. Income	71,141	1,180	466	714	153.31%	1,180	466	714	153.31%
48-Interest Income	20,000	349	1,207	(858)	-71.11%	349	1,207	(858)	-71.11%
49-Transfers In	148,000								
4-Revenues Total	9,734,671	335,908	317,859	18,050	5.68%	335,908	317,859	18,050	5.68%
5-Expenses									
51-Salaries & Wages	(4,441,497)	(277,083)	(251,079)	(26,004)	-10.36%	(277,083)	(251,079)	(26,004)	-10.36%
52-Contractual Services	(3,223,351)	(41,906)	(47,305)	5,399	11.41%	(41,906)	(47,305)	5,399	11.41%
53-Supplies	(1,169,075)	(12,440)	(16,042)	3,601	22.45%	(12,440)	(16,042)	3,601	22.45%
54-Other Charges	(221,827)	(7,262)	(8,333)	1,071	12.85%	(7,262)	(8,333)	1,071	12.85%
57-Capital	(8,436)								
59-Transfers Out	(1,782,883)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(10,847,069)	(338,692)	(322,759)	(15,933)	-4.94%	(338,692)	(322,759)	(15,933)	-4.94%
20-Recreation Total	(1,112,398)	(2,783)	(4,900)	2,117	43.20%	(2,783)	(4,900)	2,117	43.20%
22-Cosley Zoo									
4-Revenues									
41-Taxes	995,904	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	482,686	5,310	4,271	1,040	24.34%	5,310	4,271	1,040	24.34%
44-Rentals	54,000	2,426	739	1,687	228.32%	2,426	739	1,687	228.32%
45-Product Sales	1,925	30	40	(10)	-25.00%	30	40	(10)	-25.00%
46-Grants & Donations	40,500	72	974	(901)	-92.51%	72	974	(901)	-92.51%
47-Misc. Income	0	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	200	196	52	145	278.35%	196	52	145	278.35%
49-Transfers In	0								
4-Revenues Total	1,575,215	8,035	6,074	1,961	32.28%	8,035	6,074	1,961	32.28%
5-Expenses									
51-Salaries & Wages	(835,029)	(64,549)	(63,807)	(742)	-1.16%	(64,549)	(63,807)	(742)	-1.16%
52-Contractual Services	(314,967)	(3,524)	(3,943)	419	10.64%	(3,524)	(3,943)	419	10.64%
53-Supplies	(161,165)	(2,402)	(458)	(1,945)	-424.57%	(2,402)	(458)	(1,945)	-424.57%
54-Other Charges	(51,690)	(24)	0	(24)	0.00%	(24)	0	(24)	0.00%
57-Capital	(1,377)								
59-Transfers Out	0								
5-Expenses Total	(1,364,229)	(70,499)	(68,208)	(2,291)	-3.36%	(70,499)	(68,208)	(2,291)	-3.36%
22-Cosley Zoo Total	210,986	(62,465)	(62,134)	(330)	-0.53%	(62,465)	(62,134)	(330)	-0.53%
30-Debt Service									
4-Revenues									
41-Taxes	4,286,646	0	0	0	0.00%	0	0	0	0.00%

	Sum of Full Year	Sum of	Sum of LY	Month	% Month	Sum of	Sum of LY		% YTD
Row Labels	Budget	Current Month	Month	Variance	Variance	Current YTD	YTD	YTD Variance	Variance
43-Debt Proceeds	575,433	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	136,972	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	0	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	4,000	0	29	(29)	-98.83%	0	29	(29)	-98.83%
49-Transfers In	0								
4-Revenues Total	5,003,050	0	29	(29)	-98.83%	0	29	(29)	-98.83%
5-Expenses									
52-Contractual Services	(5,006,263)	0	0	0	0.00%	0	0	0	0.00%
54-Other Charges	0								
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(5,006,263)	0	0	0	0.00%	0	0	0	0.00%
30-Debt Service Total	(3,213)	0	29	(29)	-98.83%	0	29	(29)	-98.83%
40-Capital Projects									
4-Revenues									
41-Taxes	0								
42-Charges for Services	0								
43-Debt Proceeds	1,043,344	0	0	0	0.00%	0	0	0	0.00%
44-Rentals	42,885	0	1,435	(1,435)	-99.97%	0	1,435	(1,435)	-99.97%
45-Product Sales	10,400	1,320	0	1,320	0.00%	1,320	0	1,320	0.00%
46-Grants & Donations	750,350	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	200	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	15,000	1,505	1,025	481	46.90%	1,505	1,025	481	46.90%
49-Transfers In	2,384,274	0	0	0	0.00%	0	0	0	0.00%
4-Revenues Total	4,246,453	2,825	2,459	366	14.89%	2,825	2,459	366	14.89%
5-Expenses									
51-Salaries & Wages	(155,188)	(12,763)	(8,955)	(3,808)	-42.52%	(12,763)	(8,955)	(3,808)	-42.52%
52-Contractual Services	(144,473)	(61)	(96)	35	36.51%	(61)	(96)	35	36.51%
53-Supplies	(1,077,262)	0	(1,800)	1,800	99.99%	0	(1,800)	1,800	99.99%
54-Other Charges	(9,850)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(7,385,236)	(10,409)	0	(10,409)	0.00%	(10,409)	0	(10,409)	0.00%
59-Transfers Out	0								
5-Expenses Total	(8,772,009)	(23,233)	(10,851)	(12,382)	-114.11%	(23,233)	(10,851)	(12,382)	-114.11%
40-Capital Projects Total	(4,525,555)	(20,407)	(8,391)	(12,016)	-143.20%	(20,407)	(8,391)	(12,016)	-143.20%
60-Golf Fund									
4-Revenues									
41-Taxes	1,565,716	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	2,166,872	11,408	9,893	1,515	15.31%	11,408	9,893	1,515	15.31%
44-Rentals	413,950	6,026	210	5,816	2769.29%	6,026	210	5,816	2769.29%
45-Product Sales	5,717,907	213,320	229,930	(16,609)	-7.22%	213,320	229,930	(16,609)	-7.22%
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	37,200	1,379	718	661	92.04%	1,379	718	661	92.04%
48-Interest Income	9,000	4,396	2,731	1,665	60.98%	4,396	2,731	1,665	60.98%
49-Transfers In	0								
4-Revenues Total	9,910,645	236,529	243,482	(6,953)	-2.86%	236,529	243,482	(6,953)	-2.86%
5-Expenses									
51-Salaries & Wages	(3,343,396)	(220,581)	(204,607)	(15,974)	-7.81%	(220,581)	(204,607)	(15,974)	-7.81%
52-Contractual Services	(3,281,633)	(34,414)	(42,787)	8,372	19.57%	(34,414)	(42,787)	8,372	19.57%
53-Supplies	(2,304,054)	(23,637)	(57,749)	34,112	59.07%	(23,637)	(57,749)	34,112	59.07%
54-Other Charges	(296,574)	(6,965)	(10,615)	3,650	34.38%	(6,965)	(10,615)	3,650	34.38%
57-Capital	(446,672)	0	0	0	0.00%	0	0	0	0.00%
59-Transfers Out	0								
5-Expenses Total	(9,672,329)	(285,598)	(315,758)	30,160	9.55%	(285,598)	(315,758)	30,160	9.55%
60-Golf Fund Total	238,316	(49,069)	(72,276)	23,207	32.11%	(49,069)	(72,276)	23,207	32.11%
70-Information Technology ISF									
4-Revenues									
42-Charges for Services	465,712	0	0	0	0.00%	0	0	0	0.00%
43-Debt Proceeds	0								
47-Misc. Income	10	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	0								
49-Transfers In	0								
4-Revenues Total	465,722	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									

Major & Internal Service Funds

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
52-Contractual Services	(345,372)	(16,750)	(23,937)	7,188	30.03%	(16,750)	(23,937)	7,188	30.03%
53-Supplies	(107,340)	(379)	0	(379)	0.00%	(379)	0	(379)	0.00%
57-Capital	(13,000)								
5-Expenses Total	(465,712)	(17,128)	(23,937)	6,809	28.44%	(17,128)	(23,937)	6,809	28.44%
70-Information Technology ISF Tc	10	(17,128)	(23,937)	6,809	28.44%	(17,128)	(23,937)	6,809	28.44%
75-Health Insurance ISF									
4-Revenues									
42-Charges for Services	1,639,752	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	200,442	8,990	8,410	580	6.90%	8,990	8,410	580	6.90%
48-Interest Income	500	459	97	362	372.71%	459	97	362	372.71%
49-Transfers In	0								
4-Revenues Total	1,840,694	9,449	8,507	942	11.07%	9,449	8,507	942	11.07%
5-Expenses									
52-Contractual Services	(1,842,944)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(1,842,944)	0	0	0	0.00%	0	0	0	0.00%
75-Health Insurance ISF Total	(2,250)	9,449	8,507	942	11.07%	9,449	8,507	942	11.07%
Grand Total	(5,724,493)	(314,436)	(333,205)	18,768	5.63%	(314,436)	(333,205)	18,768	5.63%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
000-Administration									
4-Revenues									
41-Taxes	1,976,333	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	224,650	5,040	1,665	3,375	202.70%	5,040	1,665	3,375	202.70%
43-Debt Proceeds	0								
44-Rentals	81,000	6,750	6,750	0	0.00%	6,750	6,750	0	0.00%
45-Product Sales	16,200	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	0								
47-Misc. Income	700	0	0	0	0.00%	0	0	0	0.00%
48-Interest Income	6,500	1,883	347	1,536	442.62%	1,883	347	1,536	442.62%
49-Transfers In	0								
4-Revenues Total	2,305,383	13,673	8,762	4,911	56.05%	13,673	8,762	4,911	56.05%
5-Expenses									
51-Salaries & Wages	(541,085)	(45,914)	(40,405)	(5,508)	-13.63%	(45,914)	(40,405)	(5,508)	-13.63%
52-Contractual Services	(613,576)	(11,696)	(6,764)	(4,932)	-72.92%	(11,696)	(6,764)	(4,932)	-72.92%
53-Supplies	(109,550)	0	(2,393)	2,393	100.00%	0	(2,393)	2,393	100.00%
54-Other Charges	(217,629)	(8,369)	(10,847)	2,478	22.84%	(8,369)	(10,847)	2,478	22.84%
57-Capital	(5,681)								
59-Transfers Out	(601,391)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(2,088,912)	(65,979)	(60,409)	(5,570)	-9.22%	(65,979)	(60,409)	(5,570)	-9.22%
000-Administration Total	216,471	(52,305)	(51,646)	(659)	-1.28%	(52,305)	(51,646)	(659)	-1.28%
101-Parks Maintenance									
4-Revenues									
41-Taxes	1,976,333	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	5,000	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	0								
47-Misc. Income	5,000	0	0	0	0.00%	0	0	0	0.00%
49-Transfers In	0								
4-Revenues Total	1,986,333	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(1,507,655)	(108,422)	(104,031)	(4,391)	-4.22%	(108,422)	(104,031)	(4,391)	-4.22%
52-Contractual Services	(552,698)	(3,166)	(4,037)	871	21.56%	(3,166)	(4,037)	871	21.56%
53-Supplies	(382,841)	(1,940)	(2,978)	1,038	34.86%	(1,940)	(2,978)	1,038	34.86%
54-Other Charges	(11,000)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(271,205)	(19,957)	0	(19,957)	0.00%	(19,957)	0	(19,957)	0.00%
59-Transfers Out	0								
5-Expenses Total	(2,725,399)	(133,486)	(111,046)	(22,439)	-20.21%	(133,486)	(111,046)	(22,439)	-20.21%
101-Parks Maintenance Total	(739,066)	(133,486)	(111,046)	(22,439)	-20.21%	(133,486)	(111,046)	(22,439)	-20.21%
430-Historical Museum									
4-Revenues									
42-Charges for Services	45,550	70	528	(459)	-86.85%	70	528	(459)	-86.85%
44-Rentals	6,500	0	0	0	0.00%	0	0	0	0.00%
45-Product Sales	2,700	166	80	86	107.13%	166	80	86	107.13%
46-Grants & Donations	156,900	22,291	625	21,666	3466.59%	22,291	625	21,666	3466.59%
47-Misc. Income	0	523	0	523	0.00%	523	0	523	0.00%
4-Revenues Total	211,650	23,049	1,233	21,816	1769.37%	23,049	1,233	21,816	1769.37%
5-Expenses									
51-Salaries & Wages	(116,413)	(7,929)	(7,561)	(367)	-4.86%	(7,929)	(7,561)	(367)	-4.86%
52-Contractual Services	(75,851)	(1,261)	(1,123)	(138)	-12.28%	(1,261)	(1,123)	(138)	-12.28%
53-Supplies	(18,676)	(100)	43	(143)	-333.16%	(100)	43	(143)	-333.16%
54-Other Charges	(7,987)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(517)								
5-Expenses Total	(219,444)	(9,290)	(8,642)	(649)	-7.50%	(9,290)	(8,642)	(649)	-7.50%
430-Historical Museum Total	(7,794)	13,759	(7,409)	21,168	285.70%	13,759	(7,409)	21,168	285.70%
10-General Total	(530,389)	(172,032)	(170,102)	(1,931)	-1.14%	(172,032)	(170,102)	(1,931)	-1.14%
20-Recreation									
000-Administration									
4-Revenues									
41-Taxes	3,900,913	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	141,025	5,660	0	5,660	0.00%	5,660	0	5,660	0.00%
44-Rentals	34,639	7,736	1,213	6,523	537.76%	7,736	1,213	6,523	537.76%
45-Product Sales	46,800	124	296	(172)	-58.11%	124	296	(172)	-58.11%
46-Grants & Donations	27,795	548	57	492	862.28%	548	57	492	862.28%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
47-Misc. Income	3,641	200	215	(15)	-6.98%	200	215	(15)	-6.98%
48-Interest Income	20,000	349	1,207	(858)	-71.11%	349	1,207	(858)	-71.11%
49-Transfers In	83,000								
4-Revenues Total	4,257,813	14,617	2,987	11,629	389.33%	14,617	2,987	11,629	389.33%
5-Expenses									
51-Salaries & Wages	(1,324,720)	(104,767)	(101,652)	(3,115)	-3.06%	(104,767)	(101,652)	(3,115)	-3.06%
52-Contractual Services	(843,140)	(16,139)	(14,127)	(2,011)	-14.24%	(16,139)	(14,127)	(2,011)	-14.24%
53-Supplies	(208,890)	(186)	(813)	627	77.17%	(186)	(813)	627	77.17%
54-Other Charges	(128,291)	(4,427)	(7,808)	3,381	43.30%	(4,427)	(7,808)	3,381	43.30%
57-Capital	(6,112)								
59-Transfers Out	(1,782,883)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(4,294,037)	(125,519)	(124,400)	(1,119)	-0.90%	(125,519)	(124,400)	(1,119)	-0.90%
000-Administration Total	(36,224)	(110,902)	(121,413)	10,511	8.66%	(110,902)	(121,413)	10,511	8.66%
101-Parks Maintenance									
4-Revenues									
42-Charges for Services	0								
44-Rentals	12,261	0	0	0	0.00%	0	0	0	0.00%
45-Product Sales	0								
47-Misc. Income	0								
4-Revenues Total	12,261	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(696,585)	(49,529)	(35,562)	(13,968)	-39.28%	(49,529)	(35,562)	(13,968)	-39.28%
52-Contractual Services	(354,599)	(1,941)	(2,152)	211	9.79%	(1,941)	(2,152)	211	9.79%
53-Supplies	(294,892)	(4,231)	(1,645)	(2,587)	-157.24%	(4,231)	(1,645)	(2,587)	-157.24%
57-Capital	(86)								
5-Expenses Total	(1,346,162)	(55,701)	(39,358)	(16,344)	-41.53%	(55,701)	(39,358)	(16,344)	-41.53%
101-Parks Maintenance Total	(1,333,901)	(55,701)	(39,358)	(16,344)	-41.53%	(55,701)	(39,358)	(16,344)	-41.53%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	2,962,316	198,836	196,317	2,519	1.28%	198,836	196,317	2,519	1.28%
44-Rentals	88,284	6,868	7,009	(141)	-2.01%	6,868	7,009	(141)	-2.01%
45-Product Sales	24,761	1,491	2,804	(1,313)	-46.83%	1,491	2,804	(1,313)	-46.83%
46-Grants & Donations	0	1	0	1	0.00%	1	0	1	0.00%
47-Misc. Income	0	0	0	0	0.00%	0	0	0	0.00%
4-Revenues Total	3,075,362	207,195	206,129	1,066	0.52%	207,195	206,129	1,066	0.52%
5-Expenses									
51-Salaries & Wages	(1,141,540)	(56,846)	(54,893)	(1,953)	-3.56%	(56,846)	(54,893)	(1,953)	-3.56%
52-Contractual Services	(1,162,631)	(1,740)	(12,339)	10,598	85.89%	(1,740)	(12,339)	10,598	85.89%
53-Supplies	(183,359)	(7,502)	(9,863)	2,361	23.94%	(7,502)	(9,863)	2,361	23.94%
54-Other Charges	(2,200)	(40)	0	(40)	0.00%	(40)	0	(40)	0.00%
57-Capital	0								
5-Expenses Total	(2,489,730)	(66,128)	(77,095)	10,967	14.22%	(66,128)	(77,095)	10,967	14.22%
220-Recreation Programs Total	585,631	141,067	129,034	12,033	9.33%	141,067	129,034	12,033	9.33%
221-Athletics									
4-Revenues									
42-Charges for Services	415,201	21,983	19,633	2,350	11.97%	21,983	19,633	2,350	11.97%
45-Product Sales	29,705	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	0								
49-Transfers In	65,000								
4-Revenues Total	509,906	21,983	19,633	2,350	11.97%	21,983	19,633	2,350	11.97%
5-Expenses									
51-Salaries & Wages	(73,836)	(2,662)	(2,477)	(185)	-7.47%	(2,662)	(2,477)	(185)	-7.47%
52-Contractual Services	(127,964)	0	0	0	0.00%	0	0	0	0.00%
53-Supplies	(266,530)	(522)	(456)	(66)	-14.42%	(522)	(456)	(66)	-14.42%
54-Other Charges	(38,501)	(2,645)	(450)	(2,195)	-487.78%	(2,645)	(450)	(2,195)	-487.78%
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(506,830)	(5,829)	(3,383)	(2,446)	-72.30%	(5,829)	(3,383)	(2,446)	-72.30%
221-Athletics Total	3,076	16,154	16,249	(96)	-0.59%	16,154	16,249	(96)	-0.59%
222-Pools									
4-Revenues									
42-Charges for Services	790,000	21,761	20,865	896	4.29%	21,761	20,865	896	4.29%
44-Rentals	24,050	0	0	0	0.00%	0	0	0	0.00%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
45-Product Sales	88,500	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	0								
47-Misc. Income	17,500	0	0	0	0.00%	0	0	0	0.00%
4-Revenues Total	920,050	21,761	20,865	896	4.29%	21,761	20,865	896	4.29%
5-Expenses									
51-Salaries & Wages	(487,284)	(7,423)	(6,648)	(775)	-11.66%	(7,423)	(6,648)	(775)	-11.66%
52-Contractual Services	(271,074)	(4,548)	(4,109)	(439)	-10.69%	(4,548)	(4,109)	(439)	-10.69%
53-Supplies	(68,286)	0	0	0	0.00%	0	0	0	0.00%
54-Other Charges	(18,250)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(517)								
59-Transfers Out	0								
5-Expenses Total	(845,410)	(11,971)	(10,757)	(1,214)	-11.29%	(11,971)	(10,757)	(1,214)	-11.29%
222-Pools Total	74,640	9,789	10,108	(318)	-3.15%	9,789	10,108	(318)	-3.15%
224-Recreation Facilities									
4-Revenues									
42-Charges for Services	2,650	277	251	26	10.41%	277	251	26	10.41%
44-Rentals	77,650	12,156	5,264	6,892	130.93%	12,156	5,264	6,892	130.93%
45-Product Sales	1,080	214	(512)	726	141.81%	214	(512)	726	141.81%
47-Misc. Income	0								
4-Revenues Total	81,380	12,647	5,003	7,644	152.79%	12,647	5,003	7,644	152.79%
5-Expenses									
51-Salaries & Wages	(183,722)	(17,137)	(13,790)	(3,346)	-24.27%	(17,137)	(13,790)	(3,346)	-24.27%
52-Contractual Services	(344,443)	(15,702)	(13,789)	(1,913)	-13.87%	(15,702)	(13,789)	(1,913)	-13.87%
53-Supplies	(46,817)	0	(1,374)	1,374	100.03%	0	(1,374)	1,374	100.03%
54-Other Charges	(4,730)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(1,033)								
59-Transfers Out	0								
5-Expenses Total	(580,745)	(32,839)	(28,954)	(3,884)	-13.42%	(32,839)	(28,954)	(3,884)	-13.42%
224-Recreation Facilities Total	(499,365)	(20,192)	(23,952)	3,760	15.70%	(20,192)	(23,952)	3,760	15.70%
350-Special Facilities									
4-Revenues									
42-Charges for Services	822,800	56,706	62,964	(6,257)	-9.94%	56,706	62,964	(6,257)	-9.94%
44-Rentals	1,200	19	27	(8)	-28.26%	19	27	(8)	-28.26%
45-Product Sales	3,900	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	0								
47-Misc. Income	50,000	980	251	729	290.61%	980	251	729	290.61%
4-Revenues Total	877,900	57,706	63,241	(5,536)	-8.75%	57,706	63,241	(5,536)	-8.75%
5-Expenses									
51-Salaries & Wages	(533,810)	(38,718)	(36,057)	(2,661)	-7.38%	(38,718)	(36,057)	(2,661)	-7.38%
52-Contractual Services	(119,500)	(1,836)	(789)	(1,047)	-132.71%	(1,836)	(789)	(1,047)	-132.71%
53-Supplies	(100,301)	0	(1,891)	1,891	99.97%	0	(1,891)	1,891	99.97%
54-Other Charges	(29,855)	(150)	(75)	(75)	-100.00%	(150)	(75)	(75)	-100.00%
57-Capital	(689)								
59-Transfers Out	0								
5-Expenses Total	(784,154)	(40,704)	(38,811)	(1,893)	-4.88%	(40,704)	(38,811)	(1,893)	-4.88%
350-Special Facilities Total	93,746	17,002	24,430	(7,429)	-30.41%	17,002	24,430	(7,429)	-30.41%
20-Recreation Total	(1,112,398)	(2,783)	(4,900)	2,117	43.20%	(2,783)	(4,900)	2,117	43.20%
22-Cosley Zoo									
000-Administration									
4-Revenues									
41-Taxes	995,904	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	0	0	0	0	0.00%	0	0	0	0.00%
44-Rentals	0								
45-Product Sales	0								
46-Grants & Donations	0								
47-Misc. Income	0								
48-Interest Income	200	196	52	145	278.35%	196	52	145	278.35%
49-Transfers In	0								
4-Revenues Total	996,104	196	52	145	278.35%	196	52	145	278.35%
5-Expenses									
51-Salaries & Wages	(51,778)	(4,396)	(4,119)	(277)	-6.72%	(4,396)	(4,119)	(277)	-6.72%
52-Contractual Services	(11,082)	(491)	(418)	(73)	-17.41%	(491)	(418)	(73)	-17.41%
53-Supplies	0								

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
54-Other Charges	(100)	(24)	0	(24)	0.00%	(24)	0	(24)	0.00%
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(62,960)	(4,911)	(4,537)	(374)	-8.24%	(4,911)	(4,537)	(374)	-8.24%
000-Administration Total	933,144	(4,715)	(4,486)	(229)	-5.10%	(4,715)	(4,486)	(229)	-5.10%
101-Parks Maintenance									
4-Revenues									
47-Misc. Income	0								
4-Revenues Total	0								
5-Expenses									
51-Salaries & Wages	(153,077)	(10,700)	(11,369)	670	5.89%	(10,700)	(11,369)	670	5.89%
52-Contractual Services	(43,299)	(114)	(1,137)	1,022	89.91%	(114)	(1,137)	1,022	89.91%
53-Supplies	(27,215)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	0								
5-Expenses Total	(223,591)	(10,814)	(12,506)	1,692	13.53%	(10,814)	(12,506)	1,692	13.53%
101-Parks Maintenance Total	(223,591)	(10,814)	(12,506)	1,692	13.53%	(10,814)	(12,506)	1,692	13.53%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	122,582	1,640	2,355	(714)	-30.33%	1,640	2,355	(714)	-30.33%
45-Product Sales	1,925	30	40	(10)	-25.00%	30	40	(10)	-25.00%
46-Grants & Donations	0								
4-Revenues Total	124,507	1,670	2,395	(724)	-30.24%	1,670	2,395	(724)	-30.24%
5-Expenses									
51-Salaries & Wages	0								
52-Contractual Services	(1,253)	0	0	0	0.00%	0	0	0	0.00%
53-Supplies	(11,000)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	0								
5-Expenses Total	(12,253)	0	0	0	0.00%	0	0	0	0.00%
220-Recreation Programs Total	112,254	1,670	2,395	(724)	-30.24%	1,670	2,395	(724)	-30.24%
350-Special Facilities									
5-Expenses									
51-Salaries & Wages	(56,148)	(5,038)	(4,679)	(359)	-7.67%	(5,038)	(4,679)	(359)	-7.67%
52-Contractual Services	(11,990)	0	0	0	0.00%	0	0	0	0.00%
53-Supplies	0								
54-Other Charges	(11,000)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	0								
5-Expenses Total	(79,139)	(5,038)	(4,679)	(359)	-7.67%	(5,038)	(4,679)	(359)	-7.67%
350-Special Facilities Total	(79,139)	(5,038)	(4,679)	(359)	-7.67%	(5,038)	(4,679)	(359)	-7.67%
501-Cosley Zoo Operations									
4-Revenues									
42-Charges for Services	360,104	3,670	1,916	1,754	91.54%	3,670	1,916	1,754	91.54%
44-Rentals	54,000	2,426	739	1,687	228.32%	2,426	739	1,687	228.32%
45-Product Sales	0								
46-Grants & Donations	40,500	72	974	(901)	-92.51%	72	974	(901)	-92.51%
47-Misc. Income	0	0	0	0	0.00%	0	0	0	0.00%
4-Revenues Total	454,604	6,168	3,628	2,540	70.02%	6,168	3,628	2,540	70.02%
5-Expenses									
51-Salaries & Wages	(574,025)	(44,416)	(43,640)	(776)	-1.78%	(44,416)	(43,640)	(776)	-1.78%
52-Contractual Services	(247,344)	(2,918)	(2,388)	(530)	-22.20%	(2,918)	(2,388)	(530)	-22.20%
53-Supplies	(122,950)	(2,402)	(458)	(1,945)	-424.57%	(2,402)	(458)	(1,945)	-424.57%
54-Other Charges	(40,590)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(1,377)								
5-Expenses Total	(986,286)	(49,737)	(46,486)	(3,250)	-6.99%	(49,737)	(46,486)	(3,250)	-6.99%
501-Cosley Zoo Operations Total	(531,682)	(43,568)	(42,858)	(710)	-1.66%	(43,568)	(42,858)	(710)	-1.66%
22-Cosley Zoo Total	210,986	(62,465)	(62,134)	(330)	-0.53%	(62,465)	(62,134)	(330)	-0.53%
60-Golf Fund									
000-Administration									
4-Revenues									
41-Taxes	1,565,716	0	0	0	0.00%	0	0	0	0.00%
42-Charges for Services	0								
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	4,200	87	120	(33)	-27.50%	87	120	(33)	-27.50%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
48-Interest Income	9,000	4,396	2,731	1,665	60.98%	4,396	2,731	1,665	60.98%
49-Transfers In	0								
4-Revenues Total	1,578,916	4,483	2,851	1,632	57.26%	4,483	2,851	1,632	57.26%
5-Expenses									
51-Salaries & Wages	(317,157)	(29,193)	(26,124)	(3,069)	-11.75%	(29,193)	(26,124)	(3,069)	-11.75%
52-Contractual Services	(2,033,648)	(12,995)	(19,474)	6,479	33.27%	(12,995)	(19,474)	6,479	33.27%
53-Supplies	(109,354)	0	(743)	743	99.97%	0	(743)	743	99.97%
54-Other Charges	(136,574)	(6,865)	(5,446)	(1,420)	-26.07%	(6,865)	(5,446)	(1,420)	-26.07%
57-Capital	(205,337)	0	0	0	0.00%	0	0	0	0.00%
59-Transfers Out	0								
5-Expenses Total	(2,802,070)	(49,054)	(51,787)	2,733	5.28%	(49,054)	(51,787)	2,733	5.28%
000-Administration Total	(1,223,154)	(44,571)	(48,936)	4,366	8.92%	(44,571)	(48,936)	4,366	8.92%
101-Parks Maintenance									
5-Expenses									
51-Salaries & Wages	(13,902)	(1,246)	(1,063)	(183)	-17.23%	(1,246)	(1,063)	(183)	-17.23%
52-Contractual Services	(4,146)	(93)	(80)	(13)	-16.68%	(93)	(80)	(13)	-16.68%
53-Supplies	(7,000)	0	0	0	0.00%	0	0	0	0.00%
54-Other Charges	0								
57-Capital	0								
5-Expenses Total	(25,048)	(1,339)	(1,143)	(196)	-17.19%	(1,339)	(1,143)	(196)	-17.19%
101-Parks Maintenance Total	(25,048)	(1,339)	(1,143)	(196)	-17.19%	(1,339)	(1,143)	(196)	-17.19%
601-Golf Maintenance									
4-Revenues									
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	0								
4-Revenues Total	0	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(545,010)	(35,507)	(32,007)	(3,501)	-10.94%	(35,507)	(32,007)	(3,501)	-10.94%
52-Contractual Services	(191,806)	(3,162)	(2,425)	(737)	-30.38%	(3,162)	(2,425)	(737)	-30.38%
53-Supplies	(365,111)	(1,512)	(882)	(630)	-71.46%	(1,512)	(882)	(630)	-71.46%
54-Other Charges	(25,000)	0	0	0	0.00%	0	0	0	0.00%
57-Capital	(135,810)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(1,262,737)	(40,181)	(35,313)	(4,868)	-13.78%	(40,181)	(35,313)	(4,868)	-13.78%
601-Golf Maintenance Total	(1,262,737)	(40,181)	(35,313)	(4,868)	-13.78%	(40,181)	(35,313)	(4,868)	-13.78%
611-Pro Shop/Golf Fees									
4-Revenues									
42-Charges for Services	1,979,750	7,878	5,961	1,917	32.16%	7,878	5,961	1,917	32.16%
44-Rentals	413,950	6,000	0	6,000	0.00%	6,000	0	6,000	0.00%
45-Product Sales	128,000	1,106	1,755	(648)	-36.94%	1,106	1,755	(648)	-36.94%
46-Grants & Donations	0								
47-Misc. Income	0	754	0	754	0.00%	754	0	754	0.00%
4-Revenues Total	2,521,700	15,738	7,716	8,023	103.98%	15,738	7,716	8,023	103.98%
5-Expenses									
51-Salaries & Wages	(441,587)	(17,758)	(17,374)	(384)	-2.21%	(17,758)	(17,374)	(384)	-2.21%
52-Contractual Services	(178,859)	(2,688)	(3,311)	623	18.81%	(2,688)	(3,311)	623	18.81%
53-Supplies	(133,608)	18,055	(2,002)	20,057	1001.86%	18,055	(2,002)	20,057	1001.86%
54-Other Charges	(35,000)	0	(500)	500	100.00%	0	(500)	500	100.00%
57-Capital	(50,603)	0	0	0	0.00%	0	0	0	0.00%
5-Expenses Total	(839,657)	(2,391)	(23,187)	20,796	89.69%	(2,391)	(23,187)	20,796	89.69%
611-Pro Shop/Golf Fees Total	1,682,043	13,348	(15,471)	28,819	186.27%	13,348	(15,471)	28,819	186.27%
612-Food and Beverage									
4-Revenues									
42-Charges for Services	172,122	3,530	3,932	(402)	-10.24%	3,530	3,932	(402)	-10.24%
44-Rentals	0	26	210	(185)	-87.86%	26	210	(185)	-87.86%
45-Product Sales	5,589,907	212,214	228,175	(15,961)	-6.99%	212,214	228,175	(15,961)	-6.99%
46-Grants & Donations	0								
47-Misc. Income	33,000	538	598	(60)	-10.08%	538	598	(60)	-10.08%
4-Revenues Total	5,795,029	216,307	232,915	(16,608)	-7.13%	216,307	232,915	(16,608)	-7.13%
5-Expenses									
51-Salaries & Wages	(2,021,740)	(136,319)	(128,039)	(8,280)	-6.47%	(136,319)	(128,039)	(8,280)	-6.47%
52-Contractual Services	(872,739)	(15,414)	(17,487)	2,074	11.86%	(15,414)	(17,487)	2,074	11.86%
53-Supplies	(1,683,981)	(40,180)	(54,122)	13,942	25.76%	(40,180)	(54,122)	13,942	25.76%
54-Other Charges	(100,000)	(100)	(4,669)	4,569	97.86%	(100)	(4,669)	4,569	97.86%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
57-Capital	(54,922)	0	0	0	0.00%	0	0	0	0.00%
59-Transfers Out	0								
5-Expenses Total	(4,733,382)	(192,013)	(204,318)	12,305	6.02%	(192,013)	(204,318)	12,305	6.02%
612-Food and Beverage Total	1,061,648	24,294	28,597	(4,303)	-15.05%	24,294	28,597	(4,303)	-15.05%
613-Cross Country Skiing									
4-Revenues									
42-Charges for Services	15,000	0	0	0	0.00%	0	0	0	0.00%
45-Product Sales	0								
4-Revenues Total	15,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(4,000)	(557)	0	(557)	0.00%	(557)	0	(557)	0.00%
52-Contractual Services	(436)	(63)	(10)	(53)	-532.70%	(63)	(10)	(53)	-532.70%
53-Supplies	(5,000)								
57-Capital	0								
5-Expenses Total	(9,436)	(620)	(10)	(610)	-6101.60%	(620)	(10)	(610)	-6101.60%
613-Cross Country Skiing Total	5,564	(620)	(10)	(610)	-6101.60%	(620)	(10)	(610)	-6101.60%
60-Golf Fund Total	238,316	(49,069)	(72,276)	23,207	32.11%	(49,069)	(72,276)	23,207	32.11%
Grand Total	(1,193,485)	(286,349)	(309,412)	23,063	7.45%	(286,349)	(309,412)	23,063	7.45%

PPF

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	799,500	56,706	62,964	(6,257)	-9.94%	56,706	62,964	(6,257)	-9.94%
44-Rentals	500	19	27	(8)	-28.26%	19	27	(8)	-28.26%
45-Product Sales	500								
47-Misc. Income	50,000	980	251	729	290.61%	980	251	729	290.61%
4-Revenues Total	850,500	57,706	63,241	(5,536)	-8.75%	57,706	63,241	(5,536)	-8.75%
5-Expenses									
51-Salaries & Wages	(465,193)	(34,013)	(32,772)	(1,242)	-3.79%	(34,013)	(32,772)	(1,242)	-3.79%
52-Contractual Services	(79,642)	(1,237)	(176)	(1,060)	-602.53%	(1,237)	(176)	(1,060)	-602.53%
53-Supplies	(89,761)	0	(1,891)	1,891	99.97%	0	(1,891)	1,891	99.97%
54-Other Charges	(10,500)	(150)	(75)	(75)	-100.00%	(150)	(75)	(75)	-100.00%
57-Capital	(430)								
5-Expenses Total	(645,527)	(35,400)	(34,914)	(487)	-1.39%	(35,400)	(34,914)	(487)	-1.39%
Grand Total	204,973	22,306	28,328	(6,022)	-21.26%	22,306	28,328	(6,022)	-21.26%

Central Athletic Complex

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	43,100	4,414	4,416	(2)	-0.04%	4,414	4,416	(2)	-0.04%
44-Rentals	88,284	6,868	7,009	(141)	-2.01%	6,868	7,009	(141)	-2.01%
45-Product Sales	8,168	291	1,205	(914)	-75.85%	291	1,205	(914)	-75.85%
4-Revenues Total	139,552	11,573	12,630	(1,057)	-8.37%	11,573	12,630	(1,057)	-8.37%
5-Expenses									
51-Salaries & Wages	(41,400)	(5,146)	(3,830)	(1,315)	-34.35%	(5,146)	(3,830)	(1,315)	-34.35%
52-Contractual Services	(162,732)	(1,218)	(4,851)	3,634	74.91%	(1,218)	(4,851)	3,634	74.91%
53-Supplies	(45,992)	(794)	(462)	(332)	-71.82%	(794)	(462)	(332)	-71.82%
54-Other Charges	0								
57-Capital	(86)								
5-Expenses Total	(250,210)	(7,157)	(9,144)	1,986	21.72%	(7,157)	(9,144)	1,986	21.72%
Grand Total	(110,658)	4,416	3,486	930	26.67%	4,416	3,486	930	26.67%

Special Events

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
1901-Kite Event									
4-Revenues	4,650	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(3,000)	0	0	0	0.00%	0	0	0	0.00%
1901-Kite Event Total	1,650	0	0	0	0.00%	0	0	0	0.00%
1902-4th of July									
4-Revenues	42,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(41,800)	0	0	0	0.00%	0	0	0	0.00%
1902-4th of July Total	200	0	0	0	0.00%	0	0	0	0.00%
1903-Ale Fest									
4-Revenues	87,500	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(81,100)	0	0	0	0.00%	0	0	0	0.00%
1903-Ale Fest Total	6,400	0	0	0	0.00%	0	0	0	0.00%
1905-Taste of Wheaton									
4-Revenues	140,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(150,483)	(1,723)	(1,484)	(238)	-16.06%	(1,723)	(1,484)	(238)	-16.06%
1905-Taste of Wheaton Total	(10,483)	(1,723)	(1,484)	(238)	-16.06%	(1,723)	(1,484)	(238)	-16.06%
1907-Shakespeare Event									
4-Revenues	13,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(13,500)	0	0	0	0.00%	0	0	0	0.00%
1907-Shakespeare Event Total	(500)	0	0	0	0.00%	0	0	0	0.00%
1908-Fun Run Event									
4-Revenues	70,500	4,285	910	3,375	370.88%	4,285	910	3,375	370.88%
5-Expenses	(64,500)	0	0	0	0.00%	0	0	0	0.00%
1908-Fun Run Event Total	6,000	4,285	910	3,375	370.88%	4,285	910	3,375	370.88%
1909-Entertainment In The Park									
4-Revenues	3,500	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(4,000)	0	0	0	0.00%	0	0	0	0.00%
1909-Entertainment In The Park Total	(500)	0	0	0	0.00%	0	0	0	0.00%
1910-Light the Torch Run									
4-Revenues	30,000	755	755	0	0.00%	755	755	0	0.00%
5-Expenses	(25,300)	0	0	0	0.00%	0	0	0	0.00%
1910-Light the Torch Run Total	4,700	755	755	0	0.00%	755	755	0	0.00%
1925-Reindeer Run									
4-Revenues	35,000	725	725	0	0.00%	725	725	0	0.00%
5-Expenses	(23,000)	0	0	0	0.00%	0	0	0	0.00%
1925-Reindeer Run Total	12,000	725	725	0	0.00%	725	725	0	0.00%
Grand Total	19,467	4,042	906	3,137	346.21%	4,042	906	3,137	346.21%