



Wheaton Park District

PUBLIC NOTICE

**Meeting - Wheaton Park District Board of Commissioners
Wednesday May 18, 2022 5:00 p.m.
City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois**

May 13, 2022

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 5 pm on Wednesday May 18, 2022.

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 May 18, 2022 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 Wheaton Park District Board of Commissioners

May 18, 2022 5:00 pm

CALL TO ORDER

PRESENTATIONS

- Summer Day Camps

COMMUNITY INPUT

Public comments are important to the Board. However, it is the Board's policy not to act 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 \$735,178.37 for the period beginning April 13, 2022 and ending May 10, 2022
- B. Approval of the Disbursements totaling \$338,788.07 for the period beginning April 13, 2022 and ending May 10, 2022
- C. Approval of the Regular Meeting Minutes for April 20, 2022
- D. Approval of the Subcommittee Minutes for May 4, 2022
- E. Approval of the November 17, 2021 Closed Session Minutes
- G. Approval of Amended 2022 Regular Meeting Schedule

UNFINISHED BUSINESS

None

NEW BUSINESS

1. **Ordinance 2022-02** – Motion to approve Ordinance 2022-02 Disposal and Sale of Personal Property Owned by the Wheaton Park District
2. **Proposed Amendments to the Financial Policies of the Wheaton Park District-** Motion to approve the policy amendments as presented

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Wheaton Park District

3. **National Recreation and Parks Association Educational Conference and Exposition September 20-22, 2022 in Phoenix, Arizona** Motion to approve the attendance of two Commissioners for the National Recreation and Parks Association Educational Conference and Exposition September 20-22, 2022 in Phoenix, AZ at a cost not to exceed \$3,000 per commissioner
4. **Arrowhead Golf Club Asphalt Path Replacement Project**
Motion to approve change order 1 in the amount of \$2,764 with Evans and Son
5. **Professional Services Proposal from Wight Engineering for Concept Planning and Design for Arrowhead Golf Club Parking Lot – Motion to approve the proposal from Wight Engineering for Concept Planning and Design for Arrowhead Golf Club Parking Lot at a cost of \$11,500**
6. **Bid Results – Cosley Zoo Entrance Paver Repair & Replace –** Motion to approve the low bid from Innovation Landscape, Inc. Base bid of \$58,600.00., unit costs for remove & reinstall \$135 per square yard and unit cost for remove & haul off \$850 per truckload
7. **Quotes for the Installation of Two Furnace/Air Conditioning Units – 855 Prairie Office Building –** Motion to approve the quote from MG Mechanical Service for \$15,400.

REPORTS FROM STAFF

- 2021 Annual Report – Cosley Zoo
- Executive Director – Government Directory for the Wheaton Park District
- Monthly Department Reports – Finance, Special Facilities, Marketing, Development, Events, Recreation, Athletics, Parks and Planning

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. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, 5 ILCS 120/2(c) (21)

ADJOURNMENT

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Accounts Payable

Checks Approval Document

User: rtucker
Printed: 5/10/2022 - 11:22 AM



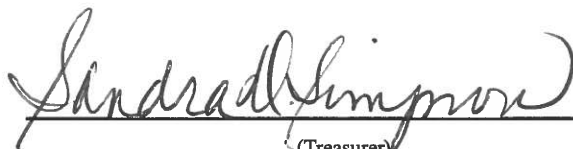
Wheaton Park District

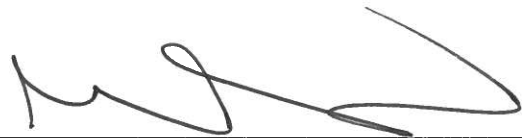
Board of Commissioners Report From the Period Beginning April 13, 2022 and Ending May 10, 2022.

Fund	Description	Amount
10	General	60,476.80
20	Recreation	175,554.30
22	Cosley Zoo	19,018.42
23	Liability	39,250.58
30	Debt Service	356.25
40	Capital Projects	86,707.48
60	Golf Fund	306,828.68
70	Information Technology	43,772.74
75	Health Insurance	3,213.12
Report Total:		735,178.37

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 May 18, 2022.


(Treasurer)


(Secretary)

Accounts Payable

Checks Approval List

User: rtucker
Printed: 5/10/2022 - 11:23 AM



Wheaton Park District

Board of Commissioners Report From the Period Beginning April 13, 2022 and Ending May 10, 2022.

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
10	General	00001	1st AYD Corporation	Washer Solvent	220933	PSI523566	043.04.2022	10-101-000-53-5348-000C	198.54
Vendor Total:									198.54
00025	Allen Lock & Key			Duplicate Keys	221075	1853	051.05.2022	10-101-000-53-5334-000C	24.00
Vendor Total:									24.00
00032	Alpha Graphics			Printing and Binding of 20 Special Event Annual	221076	168351	051.05.2022	10-000-415-53-5302-000C	164.02
Vendor Total:									164.02
00038	A. M. Leonard Inc.			Matt for Grass at Beer Cart	220854	C122015850	042.04.2022	10-000-416-53-5346-190C	699.00
Vendor Total:									699.00
00042	Anderson Elevator Co.			Parks Elevator Maintenance April 2022	220863	INV-55948-D4B8	042.04.2022	10-101-000-52-5211-0000	155.00
				DHM Elevator Maintenance April 2022	220863	INV-55949-B0Z1	042.04.2022	10-101-854-52-5211-0000	214.00
Vendor Total:									369.00
00057	Armbrust Plumbing & Air Conditioning Inc.			Atten Plumbing Service Call	221078	35627923	051.05.2022	10-101-000-52-5210-000C	405.00
Vendor Total:									405.00
00068	AT&T Mobility			386-1562 Parks Dept 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	5.48
				386-1616 Parks Dept 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	5.48
				464-0161 R. Sperl 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	47.49
				639-8267 Parks Dept 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	5.48
				639-8599 Parks Dept 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	72.76
				639-8783 K. Flynn 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	72.76
				917-4832 P. Stanczak 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	72.76
				917-4835 D. Seymour 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	72.76
				945-7726 M. Benard 031822-041722	221079	877051597_0422	051.05.2022	10-000-000-52-5265-000C	72.76
				815-1067 Sandra S 031822-041722	221079	877051597_0422	051.05.2022	10-419-000-52-5265-000C	72.76
				300-4503 D. Siciliano 031822-041722	221079	877051597_0422	051.05.2022	10-000-000-52-5265-000C	72.76
				346-9175 Marketing Tablet 7 031822-041722	221079	877051597_0422	051.05.2022	10-000-415-52-5265-000C	29.88
				234-1025 Parks Tablet 8 031822-041722	221079	877051597_0422	051.05.2022	10-101-000-52-5265-000C	29.89
				251-5866 Events Tablet 10 031822-041722	221079	877051597_0422	051.05.2022	10-000-415-52-5265-000C	29.88
				251-8452 Tablet 11 Events 031822-041722	221079	877051597_0422	051.05.2022	10-000-415-52-5265-000C	29.88
				234-2925 Martha H 031822-041722	221079	877051597_0422	051.05.2022	10-419-000-52-5265-000C	47.50
				240-0798 Hot Spot 1 Events 031822-041722	221079	877051597_0422	051.05.2022	10-000-415-52-5265-000C	43.23
				815-6705 Events iPad 031822-041722	221079	877051597_0422	051.05.2022	10-000-416-52-5265-190C	29.88
				815-6706 Events iPad 031822-041722	221079	877051597_0422	051.05.2022	10-000-416-52-5265-190C	29.88
				815-6707 Events iPad 031822-041722	221079	877051597_0422	051.05.2022	10-000-416-52-5265-190C	29.88

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					873.15
00192 City of Wheaton					
Amphitheater 040122-063022	220875	WH6241_0622	042.04.2022	10-101-000-52-5211-1904	255.00
DC Hist Museum 040122-063022	220875	WH6619_0622	042.04.2022	10-101-854-52-5211-0000	255.00
855 W Prairie Ave 040122-063022	220875	WH6661_0622	042.04.2022	10-101-856-52-5211-0000	255.00
Parks & Planning 040122-063022	220875	WH6921_0622	042.04.2022	10-101-000-52-5211-0000	255.00
Vendor Total:					1,020.00
00193 City of Wheaton					
Prairie Path Park 030822-040722	221014	0004420000_0422	044.04.2022	10-000-000-52-5264-000C	22.29
Hurley Park 030822-040722	221014	0021856000_0422	044.04.2022	10-000-000-52-5264-000C	22.29
Parks & Planning 030722-040622	221014	0029220000_0422	044.04.2022	10-101-000-52-5264-000C	160.46
W W Stevens Park 030722-040622	221014	0055220100_0422	044.04.2022	10-000-000-52-5264-000C	20.89
855 Prairie 030722-040622	221014	0310060201_0422	044.04.2022	10-000-856-52-5264-000C	187.08
Kelly Park/Edison 030822-040722	221014	0370840000_0422	044.04.2022	10-000-000-52-5264-000C	63.05
DC Hist Museum 030722-040622	221014	0396760000_0422	044.04.2022	10-000-000-52-5264-000C	50.32
DC Hist Museum 030722-040622	221014	0396760000_0422	044.04.2022	10-430-000-52-5264-000C	21.56
Northside Park 030722-040622	221014	0402460000_0422	044.04.2022	10-000-000-52-5264-000C	63.05
Memorial Park 030722-040622	221014	0417770200_0422	044.04.2022	10-000-000-52-5264-000C	95.66
Seven Gables Park 030822-040722	221014	0500620100_0422	044.04.2022	10-000-000-52-5264-000C	43.08
Scottsdale Park 030822-040722	221014	0551600000_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Briar Patch Park 030822-040722	221014	0642091600_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Briar Patch Park 030822-040722	221014	0642091700_0422	044.04.2022	10-000-000-52-5264-000C	35.88
Triangle Park 030722-040622	221014	0666060100_0422	044.04.2022	10-000-000-52-5264-000C	22.29
Hillside Park 030822-040722	221014	0670480200_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Sunnyside Park 030822-040722	221014	0674020000_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Hoffman Park 030722-040622	221014	0693200000_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Briarknoll Park 030822-040722	221014	0922450100_0422	044.04.2022	10-000-000-52-5264-000C	20.89
Vendor Total:					933.24
00323 Government Navigation Group					
Consulting Services January 2022	221030	1513	044.04.2022	10-000-000-52-5205-000C	1,333.33
Consulting Services February 2022	221030	1539	044.04.2022	10-000-000-52-5205-000C	1,333.33
Consulting Services March 2022	221030	1615	044.04.2022	10-000-000-52-5205-000C	1,333.34
Vendor Total:					4,000.00
00335 W W Grainger Inc					
PSC 42399 Toohey Bike Repair	221065	9278849964	044.04.2022	10-101-000-53-5315-000C	12.81
Vendor Total:					12.81
00395 Harris Motor Sports Inc					
Golfcart #4 Parts	220891	02-309959	042.04.2022	10-101-000-53-5315-000C	67.75
Vendor Total:					67.75
00398 Hastings, James					
Plumbing	221103	0041022	051.05.2022	10-101-000-53-5311-0000	987.84
Vendor Total:					987.84
00406 Commonwealth Edison					
Seven Gables Park 031522-041322	220946	8679428014_0422	043.04.2022	10-000-000-52-5260-000C	13.84
Vendor Total:					13.84
00409 Communications Direct Inc					
Radio Rental - Fun Run in Color 2022	221018	RN169857	044.04.2022	10-000-416-53-5346-190E	280.00

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					280.00
00417 Constellation NewEnergy Inc					
Main Street Tennis Lighting 031022-040822	220949	0081092079_0422	043.04.2022	10-000-000-52-5260-000C	20.30
Parks & Planning 031622-041422	220949	1785163109_0422	043.04.2022	10-101-000-52-5260-000C	1,005.15
Overpass Bridge 031722-041522	221019	2115116037_0422	044.04.2022	10-000-000-52-5260-000C	61.51
Northside Park 031722-041522	221091	2423026020_0422	051.05.2022	10-000-000-52-5260-000C	92.28
C L Herrick Park 031822-041822	221019	6703043016_0422	044.04.2022	10-000-000-52-5260-000C	43.52
Northside Park 032422-042222	221091	7203024021_0422	051.05.2022	10-000-000-52-5260-000C	463.69
Briar Patch Park 031422-041222	220949	7671244006_0422	043.04.2022	10-000-000-52-5260-000C	35.38
Hurley Park 031522-041322	220949	7928415004_0422	043.04.2022	10-000-000-52-5260-000C	20.61
Northside Park 031722-041522	221091	8351597001_0422	051.05.2022	10-000-000-52-5260-000C	43.46
855 Prairie 031722-041822	221091	8603078055_0422	051.05.2022	10-000-856-52-5260-000C	830.76
Seven Gables Park 031522-041322	220949	8679427008_0422	043.04.2022	10-000-000-52-5260-000C	40.74
DC History Museum 031022-040822	220949	8843216006_0422	043.04.2022	10-000-000-52-5260-000C	691.98
DC History Museum 031022-040822	220949	8843216006_0422	043.04.2022	10-430-000-52-5260-000C	296.57
Memorial Park 031022-040822	221091	8843562003_0422	051.05.2022	10-000-000-52-5260-000C	23.13
Vendor Total:					3,669.08
00418 Conserv FS Inc.					
OD Premium Absorb 32 QT	220947	6414293	043.04.2022	10-101-000-53-5315-000C	96.00
Vendor Total:					96.00
00480 ITASCA PARK DISTRICT					
Legislative Conference Dinner Reimbursement t	220966	3/8/2022	043.04.2022	10-000-000-54-5432-000C	13.53
Vendor Total:					13.53
00617 MENARDS GLENDALE HEIGHTS					
Carpentry/Paint	220905	86528	042.04.2022	10-101-000-53-5314-000C	129.00
2x4/4x4/Braid Poly	220974	86564	043.04.2022	10-101-000-53-5314-000C	123.24
Nail Gun	220974	86855	043.04.2022	10-101-000-53-5345-000C	349.00
Vendor Total:					601.24
00671 NCPERS - IL IMRF - 0817					
April 2022 NCPERS	221116	081702022	051.05.2022	10-000-000-21-2130-000C	192.00
Vendor Total:					192.00
00680 Northern Illinois Gas Company					
855 Prairie 031822-041922	221117	0402035172_0422	051.05.2022	10-000-856-52-5261-000C	126.50
855 Prairie 031822-041922	221117	0693040819_0422	051.05.2022	10-000-856-52-5261-000C	109.27
855 Prairie 031822-041922	221117	0835554754_0422	051.05.2022	10-000-856-52-5261-000C	95.34
855 Prairie 031822-041922	221117	1366082885_0422	051.05.2022	10-000-856-52-5261-000C	118.71
855 Prairie 031822-041922	221117	5076137885_0422	051.05.2022	10-000-856-52-5261-000C	56.38
DC History Museum 031622-041322	221045	5389121000_0422	044.04.2022	10-000-000-52-5261-000C	163.88
DC History Museum 031622-041322	221045	5389121000_0422	044.04.2022	10-430-000-52-5261-000C	70.23
Vendor Total:					740.31
00783 Randall Pressure Systems Inc					
Equipment# 1744 Parts	221121	I-46441-0	051.05.2022	10-101-000-53-5315-000C	12.49
Vendor Total:					12.49
00791 Regional Truck Equipment					
LED Truck Lights	220986	273093	043.04.2022	10-101-000-53-5315-000C	16.00
Vendor Total:					16.00
00792 Reinders Inc					

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
#1383	PSC 40702				220916	6007705-00	042.04.2022	10-101-000-53-5315-0000	742.75
	Filter for Stock				220916	6008060-00	042.04.2022	10-101-000-53-5315-0000	390.69
Vendor Total:									1,133.44
01023	Waste Management of Illinois Inc								
	Parks & Planning 030122-033122	220928	207653823005_0322	042.04.2022				10-101-000-52-5263-0000	567.60
	Picnic Table Haul Aways March 2022	220996	3420684-2011-2	043.04.2022				10-101-000-52-5263-0000	1,416.80
Vendor Total:									1,984.40
01043	Wheaton Sanitary District								
	DC Hist Museum 030722-040622	221137	020785000_0422	051.05.2022				10-000-000-52-5264-0000	25.43
	DC Hist Museum 030722-040622	221137	020785000_0422	051.05.2022				10-430-000-52-5264-0000	10.90
	Seven Gables Park 030822-040722	221137	022415000_0422	051.05.2022				10-000-000-52-5264-0000	22.74
	Manchester Park 030722-040622	221137	026101000_0422	051.05.2022				10-000-000-52-5264-0000	22.74
	Parks & Planning 030722-040622	221137	027991000_0422	051.05.2022				10-101-000-52-5264-0000	52.66
	Northside Park 030722-040622	221137	037067000_0422	051.05.2022				10-000-000-52-5264-0000	22.74
	Prairie Path Park 030822-040722	221137	037561000_0422	051.05.2022				10-000-000-52-5264-0000	22.74
	855 Prairie 030722-040622	221137	041834000_0422	051.05.2022				10-000-856-52-5264-0000	101.68
Vendor Total:									281.63
02243	Holsteins Garage								
	Inspections	220895	2124	042.04.2022				10-101-000-52-5210-0000	80.00
Vendor Total:									80.00
02300	Home Depot Credit Services								
	Pump Transfer Striper	221105	0013629	051.05.2022				10-101-000-53-5333-0000	178.41
	AGC Strip Shingles/Barkwood	221105	1010403	051.05.2022				10-101-000-53-5314-0000	143.48
	Step Ladder/Tape	221105	9010497	051.05.2022				10-101-000-53-5345-0000	201.97
Vendor Total:									523.86
02796	NAPA								
	Radiator Cap	220907	5736-634845	042.04.2022				10-101-000-53-5315-0000	9.99
	Antifreeze	220907	5736-634900	042.04.2022				10-101-000-53-5315-0000	72.96
	Truck 1105 Front/Disc Brake Pads	220907	5736-635559	042.04.2022				10-101-000-53-5315-0000	13.07
	Truck 1192 Front/Disc Brake Pads	220907	5736-635619	042.04.2022				10-101-000-53-5315-0000	178.83
	Oil Filters	220907	5736-636299	042.04.2022				10-101-000-53-5315-0000	24.36
	Fuel Filter for Stock	220907	5736-636323	042.04.2022				10-101-000-53-5315-0000	9.09
	Touch Up Tube	220907	5736-636634	042.04.2022				10-101-000-53-5315-0000	21.62
	PSC 41506 Air Filter	220907	5736-636765	042.04.2022				10-101-000-53-5315-0000	23.69
	Air Filters for Stock	220907	5736-636947	042.04.2022				10-101-000-53-5315-0000	40.16
	PSC 41778 PX Gasket Maker 50ML	220907	5736-638338	042.04.2022				10-101-000-53-5315-0000	14.91
	Truck 1107 Shifter Interlock Solenoid	220907	5736-638341	042.04.2022				10-101-000-53-5315-0000	50.46
	Credit for Shift Actuator	220907	5736-638724	042.04.2022				10-101-000-53-5315-0000	-54.50
	Oil Seals for Stock	220907	5736-638977	042.04.2022				10-101-000-53-5315-0000	38.12
Vendor Total:									442.76
03085	Nalco US 2 INC								
	Water Treatment	221115	2620577	051.05.2022				10-101-854-52-5211-0000	112.50
	Water Treatment	221044	2621605	044.04.2022				10-101-854-52-5211-0000	112.50
Vendor Total:									225.00
03163	Advanced Turf Solutions								
	Turf Additive	221002	SO997049	044.04.2022				10-101-000-53-5333-0000	2,641.00
Vendor Total:									2,641.00
03219	Novatoo								
	Sound and Lights	220978	12695	043.04.2022				10-000-000-54-5401-0000	253.75

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									253.75
03248	Atlas Bobcat Inc.								
	Filter	220938	BT7126	043.04.2022	10-101-000-53-5315-000C				220.54
	Tire Disposal	221005	BT7243	044.04.2022	10-101-000-52-5263-000C				85.00
Vendor Total:									305.54
03355	First Illinois Systems Inc.								
	Pest Control Services April 2022	220955	30556	043.04.2022	10-430-000-52-5210-000C				108.00
Vendor Total:									108.00
03405	Advantage Auto Leasing Inc.								
	Breakaway Kit and Jack Handle	220856	78319	042.04.2022	10-101-000-53-5315-000C				149.43
Vendor Total:									149.43
03481	Tressler LLP								
	Services through 033122	221064	444690	044.04.2022	10-000-000-52-5207-000C				1,966.66
Vendor Total:									1,966.66
03754	Comcast Cable								
	DC History Museum 042222-052122	221016	87712040736543_05	044.04.2022	10-000-000-52-5262-000C				111.85
	Parks Services 041722-051622	220945	87712047526761_05	043.04.2022	10-101-000-52-5262-000C				111.85
Vendor Total:									223.70
04109	Power Up Batteries LLC.								
	Equipment 1383 Battery	221051	P50600393	044.04.2022	10-101-000-53-5315-000C				124.25
Vendor Total:									124.25
04296	Culligan DuPage Soft Water Service Inc								
	Drinking Water March 2022	220879	262006_0322W	042.04.2022	10-000-856-53-5302-000C				56.25
	Water Cooler Rental April 2022	220879	262006_0422R	042.04.2022	10-000-856-52-5220-000C				6.00
Vendor Total:									62.25
04377	Keystone Hatcheries LLC								
	Re-Stocking Fish at Rathje and Northside Parks	220967	43131	043.04.2022	10-101-000-53-5331-000C				3,350.50
Vendor Total:									3,350.50
04861	Rexel USA Inc								
	Bandshell Breaker	220988	S133386980.001	043.04.2022	10-101-000-53-5313-1904				95.57
Vendor Total:									95.57
04888	Feece Oil Company								
	50 Gallons of Diesel Fuel	221096	3871373	051.05.2022	10-101-000-53-5348-000C				173.81
	550 Gallons of Regular Gasoline	221096	3871374	051.05.2022	10-101-000-53-5348-000C				1,880.96
	614 Gallons of Regular Gasoline	221096	3874464	051.05.2022	10-101-000-53-5348-000C				2,232.46
Vendor Total:									4,287.23
04895	Quadient Leasing USA Inc.								
	Postage Machine Lease	221120	N9372148	051.05.2022	10-000-856-52-5220-000C				488.54
Vendor Total:									488.54
04896	Quadient Finance USA Inc.								
	Refill Postage Machine 7900044036659674	221053	31227753	044.04.2022	10-000-000-53-5304-000C				1,000.00
Vendor Total:									1,000.00
04937	Acorn Niles Corporation								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Towmax Strap	220934	537018	043.04.2022	10-101-000-53-5315-0000	384.95
				Stock Parts	220934	537058	043.04.2022	10-101-000-53-5315-0000	213.98
								Vendor Total:	598.93
05162	Hines Building Supply - US LBM LLC			Lumber	220894	5138043	042.04.2022	10-101-000-53-5314-0000	18.90
								Vendor Total:	18.90
05255	The Wayouts			Deposit - The Wayouts - Memorial Park 7/15/22	220921	071522	042.04.2022	10-000-416-52-5241-1900	450.00
								Vendor Total:	450.00
05540	Performance Chemical & Supply			Floor Pads	221119	275767	051.05.2022	10-101-000-53-5313-0000	72.80
								Vendor Total:	72.80
05765	Luetkehans, Phillip			Services through 03.22.22	220902	58	042.04.2022	10-000-000-52-5207-0000	676.00
				Services through 04.20.22	221110	59	051.05.2022	10-000-000-52-5207-0000	851.50
								Vendor Total:	1,527.50
05810	US Bank Equipment Finance			Prairie Finance April 2022	220924	76404_0422	042.04.2022	10-419-000-52-5211-0000	29.81
				Museum April 2022	220924	82277_0422	042.04.2022	10-000-000-52-5211-0000	272.66
				Parks April 2022	220924	82522_0422	042.04.2022	10-101-000-52-5211-0000	136.33
				Prairie April 2022	220924	82571_0422	042.04.2022	10-000-856-52-5211-0000	227.21
								Vendor Total:	666.01
05943	COEO SOLUTIONS LLC			Prairie May 2022	221088	11000057_0522	051.05.2022	10-000-856-52-5262-0000	787.83
				Parks May 2022	221088	11000057_0522	051.05.2022	10-101-000-52-5262-0000	661.53
				Museum May 2022	221088	11000057_0522	051.05.2022	10-000-000-52-5262-0000	661.53
								Vendor Total:	2,110.89
06121	Zoro Tools Inc			Strobe Guard	220932	INV10852324	042.04.2022	10-101-000-53-5308-0000	331.00
				Shelters	220932	INV10876378	042.04.2022	10-101-000-53-5311-0000	80.22
				Cream of Wheaton Cords	221142	INV10953552	051.05.2022	10-101-000-53-5312-0000	63.23
				Plumbing Supplies	221142	INV10959198	051.05.2022	10-101-000-53-5311-0000	961.45
								Vendor Total:	1,435.90
06308	Westlake Hardware Inc			Distilled Water	221135	12508152	051.05.2022	10-101-000-53-5315-0000	5.37
				Distilled Water	221135	12508153	051.05.2022	10-101-000-53-5315-0000	3.58
				Screw/Nut Driver/Keyrafter	221135	12508155	051.05.2022	10-101-000-53-5334-0000	22.63
				Striper Parts	221135	12508156	051.05.2022	10-101-000-53-5315-0000	100.22
				Fasteners	221135	12508160	051.05.2022	10-101-000-53-5334-0000	7.56
				Signs	221135	12508163	051.05.2022	10-101-000-53-5314-0000	13.48
				Striper Transfer System	221135	12508175	051.05.2022	10-101-000-53-5333-0000	152.98
				Tire and Tube Sealant	221135	12508190	051.05.2022	10-101-000-53-5315-0000	15.29
				Scale for Fertilizer	221135	12508205	051.05.2022	10-101-000-53-5333-0000	21.09
				Fasteners	221135	12508209	051.05.2022	10-101-000-53-5315-0000	5.76
				PSC 42198 #2021	221135	12508218	051.05.2022	10-101-000-53-5315-0000	7.00
				PSC 41987	221135	12508223	051.05.2022	10-101-000-53-5315-0000	33.45
				Fasteners/Drill Bit	221135	12508237	051.05.2022	10-101-000-53-5315-0000	48.58
				Fasteners	221135	12508243	051.05.2022	10-101-000-53-5315-0000	0.93
				Wheel Grinder/Trowl/Hose/Putty Knife/Grout	221135	12508245	051.05.2022	10-101-000-53-5314-0000	27.14

Fund	Description					
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Fasteners		221135	12508253	051.05.2022	10-101-000-53-5334-000C	4.02
Washers/Staples		221135	12508259	051.05.2022	10-101-000-53-5314-000C	28.13
Signs		221135	12608462	051.05.2022	10-101-000-53-5314-000C	14.39
V-Belt/Fasteners		221135	12608466	051.05.2022	10-101-000-53-5334-000C	12.05
Cable Tie/Bit Security		221135	12608485	051.05.2022	10-101-000-53-5315-000C	0.29
Broom with Squeegee/Angle Broom/Hose		221135	12608516	051.05.2022	10-101-000-53-5334-000C	70.87
Key Blanks		221135	12608519	051.05.2022	10-101-000-53-5334-000C	12.55
Shims		221135	12608539	051.05.2022	10-101-000-53-5314-000C	27.32
Vendor Total:						634.68
06542	Peerless Network Inc					
Admin 041522-051422		220910	97900018657_0522	042.04.2022	10-000-000-52-5262-000C	242.25
Vendor Total:						242.25
06674	Lingo Communications LLC					
Finance 040422-050322		220901	960579_0522	042.04.2022	10-419-000-52-5262-000C	49.78
HR 040422-050322		220901	960579_0522	042.04.2022	10-418-000-52-5262-000C	49.78
Admin 040422-050322		220901	960579_0522	042.04.2022	10-000-000-52-5262-000C	149.34
Parks 040422-050322		220901	960579_0522	042.04.2022	10-101-000-52-5262-000C	248.90
Vendor Total:						497.80
06726	Dearborn Life Insurance Company					
Voluntary Life Insurance Premium May 2022		221093	050122	051.05.2022	10-000-000-21-2130-000C	874.35
Vendor Total:						874.35
06764	Sixteen Candles ENT LLC					
Deposit - Sixteen Candles Performance on 07/30		221126	073022 Deposit	051.05.2022	10-000-416-52-5241-190C	2,000.00
Vendor Total:						2,000.00
06909	Bass/Schuler Entertainment, Inc.					
Deposit for Billy Elton Performance on 7/29/22		220939	072922 Deposit	043.04.2022	10-000-416-52-5241-190C	625.00
Vendor Total:						625.00
06985	Floods Royal Flush Inc.					
Portable Units Lincoln Marsh April 2022		220956	I13742	043.04.2022	10-101-000-52-5211-000C	400.00
Portable Units Kelly Park April 2022		220956	I13742	043.04.2022	10-101-000-52-5211-000C	200.00
Portable Units Rathje April 2022		220956	I13742	043.04.2022	10-101-000-52-5211-000C	200.00
Portable Units Atten Park April 2022		220956	I13742	043.04.2022	10-101-000-52-5211-000C	100.00
Vendor Total:						900.00
06999	Reliable Fire Equipment Co.					
Fire Alarm Inspections - Prairie		221054	59124	044.04.2022	10-101-856-52-5211-000C	1,500.00
Fire Alarm Inspections - Bandshell		221054	59285	044.04.2022	10-101-000-52-5211-1904	755.00
Fire Alarm Inspections - PSC		221054	59561	044.04.2022	10-101-000-52-5211-000C	1,355.00
Fire Alarm Inspections - Museum		221054	61055	044.04.2022	10-101-854-52-5211-000C	1,500.00
Vendor Total:						5,110.00
07028	Kondoudis, Christopher					
Deposit for Ultra Beat Band on 7/30/22		220969	073022 Deposit	043.04.2022	10-000-416-52-5241-190C	250.00
Vendor Total:						250.00
07030	Cahill, Gregory J					
Deposit for Memorial Park Performance 9/10/22		220943	091022 Deposit	043.04.2022	10-000-416-52-5241-190C	500.00
Vendor Total:						500.00
07034	HiFi Superstar Band LLC					

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Deposit HiFi Superstar Band Performing 06/25/22	220893	062522	042.04.2022	10-000-416-52-5241-1906	300.00
								Vendor Total:	300.00
07035	Magnificent Events Ltd			Deposit Gold Dust Dream Performance on 6/24/22	220904	062422	042.04.2022	10-000-416-52-5241-1906	1,375.00
				Deposit for Mulberry Street Summer Concert on 220973		062422 Deposit	043.04.2022	10-000-416-52-5241-1906	750.00
				Deposit - ARRA Performance at Summer Concert 221111		081222 Deposit	051.05.2022	10-000-416-52-5241-1906	875.00
				Deposit for Chicago Experience Summer Concert 221039		081322 Deposit	044.04.2022	10-000-416-52-5241-1906	875.00
								Vendor Total:	3,875.00
07039	Brett Dean			Deposit for Shout Section Big Band Performance 220942		071122 Deposit	043.04.2022	10-000-416-52-5241-1906	250.00
								Vendor Total:	250.00
07042	King, Randolph W.			Deposit for Mickey Hatfield Trio on 6/25/22	220968	062522 Deposit	043.04.2022	10-000-416-52-5241-1906	150.00
								Vendor Total:	150.00
07043	The Chicago Philharmonic Society			Deposit for Chicago Philharmonic 07/16/22	221061	071622 Deposit	044.04.2022	10-000-416-52-5241-1906	1,700.00
								Vendor Total:	1,700.00
07046	Wilkin, Carolyn			Mileage Reimbursement 030322-042022	221139	042022	051.05.2022	10-000-415-54-5422-0000	17.20
								Vendor Total:	17.20
TMP*3559	DeLeon, Andrew			Reissue Payroll DD 04/22/2022 for DeLeon	221022	10815	044.04.2022	10-000-000-25-2581-0000	553.24
								Vendor Total:	553.24
								Fund Total:	60,476.80
20	Recreation								
00042	Anderson Elevator Co.			CC Elevator Maintenance April 2022	220863	INV-55950-Y3S2	042.04.2022	20-101-220-52-5211-0000	188.00
				CAC Elevator Maintenance April 2022	220863	INV-55951-J3R5	042.04.2022	20-101-225-52-5211-0000	195.00
								Vendor Total:	383.00
00068	AT&T Mobility			768-2406 WPD Wagner 031822-041722	221079	877051597_0422	051.05.2022	20-101-220-52-5265-0000	72.76
				885-4579 D. Shee 031822-041722	221079	877051597_0422	051.05.2022	20-101-000-52-5265-0000	47.48
				945-7929 Mean Green 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				945-7045 Camp Coordinator 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				885-4684 W. Russell 031822-041722	221079	877051597_0422	051.05.2022	20-222-232-52-5265-0000	47.49
				639-8642 Camp No Name 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				624-3574 D. Novak 031822-041722	221079	877051597_0422	051.05.2022	20-000-205-52-5265-0000	72.76
				414-0027 M. Wilhelmi 031822-041722	221079	877051597_0422	051.05.2022	20-000-415-52-5265-0000	72.76
				281-0870 A. Lewandowski 031822-041722	221079	877051597_0422	051.05.2022	20-000-205-52-5265-0000	47.49
				605-1287 Athletics 031822-041722	221079	877051597_0422	051.05.2022	20-000-205-52-5265-0000	47.49
				232-9893 Hot Spot 3 Athletics 031822-041722	221079	877051597_0422	051.05.2022	20-000-205-52-5265-0000	43.23
				251-0735 Vickie P 031822-041722	221079	877051597_0422	051.05.2022	20-000-304-52-5265-0000	47.49
				945-7048 Camp Blackhawk 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				945-7931 Camp Illini 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				605-0389 Camp IDK 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	5.48
				346-9428 J. Martinson 031822-041722	221079	877051597_0422	051.05.2022	20-220-207-52-5265-0000	47.49
				346-5702 M. Wrobel 031822-041722	221079	877051597_0422	051.05.2022	20-220-305-52-5265-0000	47.49

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
945-7926 Critter Camp 031822-041722	221079	877051597_0422	051.05.2022	20-000-112-52-5265-0000	5.48	
945-7927 Curiosity Camp 031822-041722	221079	877051597_0422	051.05.2022	20-000-112-52-5265-0000	5.48	
945-7928 Camp Wild Ones 031822-041722	221079	877051597_0422	051.05.2022	20-000-112-52-5265-0000	5.48	
536-4138 V. Beyer 031822-041722	221079	877051597_0422	051.05.2022	20-000-200-52-5265-0000	72.76	
251-7369 Max Y 031822-041722	221079	877051597_0422	051.05.2022	20-222-232-52-5265-0000	72.76	
232-9894 Hot Spot 2 PPFC 031822-041722	221079	877051597_0422	051.05.2022	20-350-302-52-5265-0000	43.23	
Vendor Total:					832.00	
00151 BSN Sports Inc						
Baseball Hats	221008	916605582	044.04.2022	20-221-223-53-5306-0000	794.88	
Vendor Total:					794.88	
00192 City of Wheaton						
Rathje Park 040122-063022	220875	WH6225_0622	042.04.2022	20-101-000-52-5211-0000	255.00	
Zamboni Storage 040122-063022	220875	WH6226_0622	042.04.2022	20-101-225-52-5211-0000	255.00	
Northside Pool 040122-063022	220875	WH6460_0622	042.04.2022	20-222-231-52-5210-0000	255.00	
Toohey Park 040122-063022	220875	WH6609_0622	042.04.2022	20-101-000-52-5211-0000	255.00	
Clocktower Commons 040122-063022	220875	WH6653_0622	042.04.2022	20-101-303-52-5211-0000	255.00	
Community Ct 040122-063022	220875	WH6745_0622	042.04.2022	20-101-220-52-5211-0000	255.00	
Central Athletic 040122-063022	220875	WH6948_0622	042.04.2022	20-101-225-52-5211-0000	255.00	
Lincoln Marsh 040122-063022	220875	WH6979_0622	042.04.2022	20-101-112-52-5211-0000	255.00	
Vendor Total:					2,040.00	
00193 City of Wheaton						
Rathje Park 030822-040722	221014	0007650000_0422	044.04.2022	20-000-000-52-5264-0000	22.29	
Graf Park/Monroe 030722-040622	221014	0034005200_0422	044.04.2022	20-000-000-52-5264-0000	20.89	
Graf Pk/Monroe 030722-040622	221014	0034005300_0422	044.04.2022	20-000-000-52-5264-0000	63.05	
Northside Pool 030722-040622	221014	0052890000_0422	044.04.2022	20-222-231-52-5264-0000	123.90	
Northside Pool 030722-040622	221014	0052890100_0422	044.04.2022	20-222-231-52-5264-0000	199.36	
Boy Scout Cabin 030722-040622	221014	0052910000_0422	044.04.2022	20-000-000-52-5264-0000	22.29	
Toohey Park 030822-040722	221014	0212470900_0422	044.04.2022	20-000-000-52-5264-0000	119.65	
Atten Park 030822-040722	221014	0280800000_0422	044.04.2022	20-000-000-52-5264-0000	20.89	
Atten Park 030822-040722	221014	0280840800_0422	044.04.2022	20-000-000-52-5264-0000	170.36	
Central Athletic Complex 030722-040622	221014	0366180000_0422	044.04.2022	20-220-225-52-5264-0000	37.50	
Central Athletic Complex 030722-040622	221014	0366190000_0422	044.04.2022	20-220-225-52-5264-0000	171.76	
Clocktower Commons 030722-040622	221014	0367030000_0422	044.04.2022	20-350-303-52-5264-0000	142.25	
Zamboni Storage 030722-040622	221014	0375250000_0422	044.04.2022	20-220-225-52-5264-0000	63.05	
Mary Lubko Center 030722-040622	221014	0417780000_0422	044.04.2022	20-000-304-52-5264-0000	77.45	
Community Center 030822-040722	221014	0443170000_0422	044.04.2022	20-224-220-52-5264-0000	798.86	
Rice Pool 030822-040722	221014	0443170100_0422	044.04.2022	20-222-232-52-5264-0000	36.30	
Rice Pool 030822-040722	221014	0443170200_0422	044.04.2022	20-222-232-52-5264-0000	94.26	
Vendor Total:					2,184.11	
00237 Dreisilker Electric Motors						
V-Belts	221094	I211323	051.05.2022	20-101-220-53-5313-0000	40.00	
Vendor Total:					40.00	
00248 DuPage County Health Dept.						
Annual Food Permit Acct ID AR0004697 / FA00 220881		IN0049879	042.04.2022	20-222-231-54-5429-0000	258.00	
Annual Food Permit Acct ID AR0004765 / FA00 220881		IN0049997	042.04.2022	20-222-232-54-5429-0000	258.00	
Annual Food Permit Acct ID AR0004781 / FA00 220881		IN0050005	042.04.2022	20-350-303-54-5429-0000	258.00	
Annual Spa Permit Acct ID AR0001530 / FA00 220953		IN0051033	043.04.2022	20-101-220-52-5210-0000	1,088.00	
Annual Pool Permit Acct ID AR0001720 / FA00 220953		IN0051242	043.04.2022	20-222-232-54-5429-0000	578.00	
Annual Pool Permit Acct ID AR0001729 / FA00 220953		IN0051244	043.04.2022	20-222-231-54-5429-0000	578.00	
Vendor Total:					3,018.00	
00308 Future Pros						

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Wheaton Wings SC Winter Training	220887	032122	042.04.2022	20-220-204-52-5280-4457	7,180.00
				Winter Training and Games	220887	032822	042.04.2022	20-220-204-52-5280-4457	12,000.00
				MFC Training Payment 3 of 3	221026	041122	044.04.2022	20-220-204-52-5280-4457	4,939.86
								Vendor Total:	24,119.86
00323	Government Navigation Group								
				Consulting Services January 2022	221030	1513	044.04.2022	20-000-000-52-5205-0000	1,333.33
				Consulting Services February 2022	221030	1539	044.04.2022	20-000-000-52-5205-0000	1,333.34
				Consulting Services March 2022	221030	1615	044.04.2022	20-000-000-52-5205-0000	1,333.33
								Vendor Total:	4,000.00
00335	W W Grainger Inc								
				Supplies	220927	9255243793	042.04.2022	20-101-232-53-5311-0000	171.33
				Supplies	220927	9255243793	042.04.2022	20-101-232-53-5311-0000	171.33
				Batting Cages	220927	9258113712	042.04.2022	20-101-225-53-5313-0000	84.24
				Batting Cages	220927	9262270979	042.04.2022	20-101-225-53-5313-0000	89.58
				Wire Cage	220927	9262587828	042.04.2022	20-101-225-53-5313-0000	302.70
				Wire Cage	220927	9262587836	042.04.2022	20-101-225-53-5313-0000	255.12
				Eyewash Spray Head	221065	9279389648	044.04.2022	20-101-232-53-5311-0000	114.43
				Garbage Hopper	221065	9279389655	044.04.2022	20-101-232-53-5302-0000	696.60
				Cartridge Assembly	221065	9279389663	044.04.2022	20-101-231-53-5311-0000	167.52
				CC Cooling Tower	221133	9286263729	051.05.2022	20-101-220-53-5313-0000	136.68
								Vendor Total:	2,189.53
00336	All American Sports Corp								
				Baseball and Softball Bid Items for 2022 Season	220858	60445896	042.04.2022	20-221-223-53-5306-0000	1,372.00
								Vendor Total:	1,372.00
00389	Lynette Havelka								
				Mileage Reimbursement 02/24/22-04/01/22	220903	040122	042.04.2022	20-224-220-54-5422-0000	32.76
								Vendor Total:	32.76
00391	HALOGEN SUPPLY COMPANY								
				Plastic Stick/Step Vertical	220962	00577664	043.04.2022	20-101-231-53-5313-0000	287.43
				Vinyl Markers	220962	00577664	043.04.2022	20-101-232-53-5313-0000	287.42
				Depth Markers and Diving Symbol	221032	00577847	044.04.2022	20-101-232-53-5302-0000	188.65
				Chemicals	221032	00578022	044.04.2022	20-101-232-53-5335-0000	603.75
				Chemicals	221032	00578022	044.04.2022	20-101-231-53-5335-0000	603.75
				Depth Markers	221032	00578022	044.04.2022	20-101-232-53-5302-0000	44.56
				Depth Markers	221032	00578022	044.04.2022	20-101-231-53-5302-0000	44.56
								Vendor Total:	2,060.12
00406	Commonwealth Edison								
				Lincoln Marsh Office 031722-041522	221017	8435664018_0422	044.04.2022	20-000-112-52-5260-0000	132.68
								Vendor Total:	132.68
00417	Constellation NewEnergy Inc								
				Seven Gables Barn 030122-033022	220949	0220031032_0322	043.04.2022	20-000-000-52-5260-0000	43.13
				Rice Pool 031422-041222	220949	0534243000_0422	043.04.2022	20-222-232-52-5260-0000	3,048.33
				Community Center 031422-041222	220949	0534243000_0422	043.04.2022	20-224-220-52-5260-0000	9,144.98
				Atten Park 031422-041222	220949	0788335008_0422	043.04.2022	20-000-000-52-5260-0000	193.07
				Graf Park/Monroe 031422-041222	220949	0788340009_0422	043.04.2022	20-000-000-52-5260-0000	1,178.57
				Zamboni Storage 030322-040122	220949	11100160150_0422	043.04.2022	20-220-225-52-5260-0000	107.83
				Graf Park/Monroe 031422-041222	220949	1371090088_0422	043.04.2022	20-000-000-52-5260-0000	60.34
				Central Athletic Complex 031122-041122	220949	6219071053_0422	043.04.2022	20-220-225-52-5260-0000	2,812.27
				Toohy Park 031522-041322	220949	6414387023_0422	043.04.2022	20-000-000-52-5260-0000	311.38
				Clocktower Commons 031122-041122	221091	7123061000_0422	051.05.2022	20-350-303-52-5260-0000	375.04

Fund **Description**
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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Rathje Park 031622-041422	220949	7592636002_0422	043.04.2022	20-000-000-52-5260-000C	108.37
Northside Shelter 031722-041522	221091	8351586008_0422	051.05.2022	20-000-000-52-5260-000C	63.89
Girl Scout Cabin 031722-041522	221019	8351594000_0422	044.04.2022	20-000-000-52-5260-000C	44.96
Northside Pool 031722-041522	221091	8351595007_0422	051.05.2022	20-222-231-52-5260-000C	260.40
Boy Scout Cabin 031722-041522	221019	8351596004_0422	044.04.2022	20-000-000-52-5260-000C	33.12
Mary Lubko Center 031022-040822	220949	8843417003_0422	043.04.2022	20-000-304-52-5260-000C	392.39
Vendor Total:					18,178.07
00418 Conserv FS Inc.					
Athletic Field Supplies	221090	6413626	051.05.2022	20-101-000-53-5349-000C	1,008.00
Athletic Field Supplies	221090	6414051	051.05.2022	20-101-000-53-5349-000C	1,936.80
Athletic Field Supplies	221090	6414093	051.05.2022	20-101-000-53-5349-000C	792.00
Vendor Total:					3,736.80
00453 ILLINOIS AMERICAN WATER CO.					
Lincoln Marsh 031222-041322	220964	1025211695604_042	043.04.2022	20-000-112-52-5264-000C	26.80
Vendor Total:					26.80
00475 Constellation Newenergy Gas Division LLC					
Community Center 030122-033122	220948	7718490000_0322	043.04.2022	20-224-220-52-5261-000C	1,406.49
Rice Pool 030122-033122	220948	7718490000_0322	043.04.2022	20-222-232-52-5261-000C	468.83
Vendor Total:					1,875.32
00480 ITASCA PARK DISTRICT					
Legislative Conference Dinner Reimbursement t	220966	3/8/2022	043.04.2022	20-000-000-54-5432-000C	13.54
Vendor Total:					13.54
00680 Northern Illinois Gas Company					
Central Athletic Complex 031622-041422	221045	1750636993_0422	044.04.2022	20-220-225-52-5261-000C	1,050.16
Rathje Park 031422-041222	220977	1812901000_0422	043.04.2022	20-000-000-52-5261-000C	104.74
Toohey Park 031122-041122	221045	4163602345_0422	044.04.2022	20-000-000-52-5261-000C	308.24
Zamboni Storage 031622-041422	221045	4910440592_0422	044.04.2022	20-220-225-52-5261-000C	55.96
Mary Lubko Center 031622-041422	221045	4920221000_0422	044.04.2022	20-000-304-52-5261-000C	165.38
Memorial Park Bandshell 031622-041422	221045	81577915226_0422	044.04.2022	20-000-000-52-5261-000C	129.14
Vendor Total:					1,813.62
00742 Pepsi Beverages Company					
Pepsi Products	220911	08823259	042.04.2022	20-350-303-53-5383-000C	500.39
Vendor Total:					500.39
00789 Recreonics Inc.					
Diving Board	221122	0882882-IN	051.05.2022	20-101-232-53-5302-000C	5,292.12
Vendor Total:					5,292.12
01011 Visual Image Photography Inc					
100 Yard Signs for the Lacrosse Program	220995	10385	043.04.2022	20-220-204-53-5301-4407	1,145.00
Vendor Total:					1,145.00
01023 Waste Management of Illinois Inc					
Rice Pool 050122-053122	221134	12272113008_0522	051.05.2022	20-222-232-52-5263-000C	77.78
Community Center 050122-053122	221134	12272113008_0522	051.05.2022	20-224-220-52-5263-000C	275.77
Manchester Park 030122-033122	220928	207653823005_0322	042.04.2022	20-000-000-52-5263-000C	567.60
Vendor Total:					921.15
01043 Wheaton Sanitary District					
Mary Lubko Center 030722-040622	221137	020309000_0422	051.05.2022	20-000-304-52-5264-000C	24.07

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Clocktower Commons 030722-040622	221137	021723000_0422	051.05.2022	20-350-303-52-5264-000C	60.83
				Northside Pool 030722-040622	221137	023365000_0422	051.05.2022	20-222-231-52-5264-000C	81.25
				Northside Pool 030722-040622	221137	023367000_0422	051.05.2022	20-222-231-52-5264-000C	36.33
				Rathje Park 030822-040722	221137	028831000_0422	051.05.2022	20-000-000-52-5264-000C	22.74
				Toohey Park 030822-040722	221137	032977000_0422	051.05.2022	20-000-000-52-5264-000C	61.44
				Central Athletic Complex 030722-040622	221137	043486000_0422	051.05.2022	20-220-225-52-5264-000C	22.74
				Central Athletic Gym 030722-040622	221137	043487000_0422	051.05.2022	20-220-225-52-5264-000C	32.24
				Lincoln Marsh Fountain 031122-041322	221137	045786000_0422	051.05.2022	20-000-112-52-5264-000C	23.88
				Boy Scout Cabin 030722-040622	221137	045957000_0422	051.05.2022	20-000-000-52-5264-000C	22.74
				Zamboni Storage 030722-040622	221137	049517000_0422	051.05.2022	20-220-225-52-5264-000C	22.74
Vendor Total:									411.00
02254	Marathon Sportswear			Northside Uniforms	221040	65489	044.04.2022	20-222-231-53-5330-000C	96.70
				Rice Uniforms	221040	65489	044.04.2022	20-222-232-53-5330-000C	1,052.30
				Northside Uniforms	221040	65490	044.04.2022	20-222-231-53-5330-000C	350.70
				Rice Uniforms	221040	65565	044.04.2022	20-222-232-53-5330-000C	393.55
				Northside Uniforms	221040	65565	044.04.2022	20-222-231-53-5330-000C	257.25
				Northside Uniforms	221040	65566	044.04.2022	20-222-231-53-5330-000C	73.50
				Northside Uniforms	221040	65567	044.04.2022	20-222-231-53-5330-000C	144.85
				Rice Uniforms	221040	65567	044.04.2022	20-222-232-53-5330-000C	632.15
				Rice Uniforms	221040	65568	044.04.2022	20-222-232-53-5330-000C	1,808.75
				Rice Uniforms	221040	65570	044.04.2022	20-222-232-53-5330-000C	148.00
				Rice Uniforms	221040	65571	044.04.2022	20-222-232-53-5330-000C	760.95
Vendor Total:									5,718.70
02300	Home Depot Credit Services			Supplies	221105	2024456	051.05.2022	20-101-231-53-5302-000C	112.73
				Paint	221105	4010054	051.05.2022	20-101-231-53-5347-000C	343.73
				Return of Bevel Post Cap	221105	4200093	051.05.2022	20-101-231-53-5347-000C	-78.12
				Extension Wand and Brush	221105	9014769	051.05.2022	20-101-220-53-5316-000C	36.91
Vendor Total:									415.25
02505	Village of Lisle			Lucent Park 022822-032422	221132	124473002_0322	051.05.2022	20-000-000-52-5264-000C	20.48
Vendor Total:									20.48
02834	Bathing Brands Inc			Sauna Repairs	220866	345880	042.04.2022	20-350-302-52-5210-000C	1,171.00
Vendor Total:									1,171.00
03219	Novatoo			Sound and Lights	220978	12695	043.04.2022	20-000-000-54-5401-000C	253.75
Vendor Total:									253.75
03481	Tressler LLP			Services through 033122	221064	444690	044.04.2022	20-000-000-52-5207-000C	1,966.67
Vendor Total:									1,966.67
03754	Comcast Cable			Community Center 050122-053122	221089	87712004762650_05	051.05.2022	20-224-220-52-5262-000C	4.22
				Admin IP Services 042622-052522	221016	87712047315272_05	044.04.2022	20-224-220-52-5262-000C	154.90
				Central Athletic Center 041622-051522	220945	87712047361631_05	043.04.2022	20-101-225-52-5262-000C	111.85
				Mary Lubko Center 041922-051822	220945	87712047526787_05	043.04.2022	20-000-304-52-5262-000C	111.85
				Lincoln Marsh 041822-051722	220945	87712047527272_05	043.04.2022	20-000-112-52-5262-000C	111.85
				Clocktower Commons 041122-051022	220945	87712047624798_05	043.04.2022	20-350-303-52-5262-000C	111.85
				Northside Pool 041122-051022	220945	87712047626371_05	043.04.2022	20-222-231-52-5262-000C	111.85

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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Central Athletic Complex 041122-051022	220945	87712047708096_05	043.04.2022	20-220-225-52-5262-0000	243.85
Vendor Total:					962.22
04266 ChemCraft Industries					
Gloves and Paper Towels	221011	261032	044.04.2022	20-101-220-53-5316-0000	1,935.75
Supplies	221084	261051	051.05.2022	20-101-225-53-5316-0000	733.25
Supplies	221084	261051	051.05.2022	20-101-220-53-5316-0000	1,701.60
Vendor Total:					4,370.60
04296 Culligan DuPage Soft Water Service Inc					
Drinking Water March 2022	220879	261966_0322W	042.04.2022	20-224-220-53-5302-0000	75.00
Water Cooler Rental April 2022	220879	261966_0422R	042.04.2022	20-224-220-52-5220-0000	12.00
Drinking Water March 2022	220879	261974_0322W	042.04.2022	20-224-220-53-5302-0000	50.00
Deposit of Bottled Drinking Water March 2022	220879	261982_0322W	042.04.2022	20-224-220-53-5302-0000	-13.00
Water Cooler Rental April 2022	220879	261982_0422R	042.04.2022	20-000-304-52-5220-0000	6.00
Water Cooler Rental April 2022	220879	261990_0422R	042.04.2022	20-000-112-52-5220-0000	6.00
Vendor Total:					136.00
04857 Official Finders, LLC					
Umpire Fees for 9U & 10U Travel Games	220979	8344	043.04.2022	20-221-223-52-5281-0000	140.00
Travel Team Umpire Fees	221046	8655	044.04.2022	20-221-223-52-5281-0000	280.00
Travel Team Umpire Fees	221046	8656	044.04.2022	20-220-204-52-5280-4451	465.00
Travel Team Umpire Fees	221046	8657	044.04.2022	20-221-223-52-5281-0000	70.00
Vendor Total:					955.00
04895 Quadient Leasing USA Inc.					
Postage Machine Lease	221120	N9372148	051.05.2022	20-000-000-52-5220-0000	244.27
Postage Machine Lease	221120	N9372148	051.05.2022	20-224-220-52-5220-0000	244.26
Vendor Total:					488.53
05068 Chicago Classic Coach LLC					
Bus for Six Trip 4/25/22 Plus Tip	221086	23696	051.05.2022	20-220-304-52-5280-5531	1,109.00
Vendor Total:					1,109.00
05220 EVP Academies LLC					
EVP Volleyball - Spring Break Camp	220883	2084	042.04.2022	20-220-203-52-5280-3305	739.20
Vendor Total:					739.20
05234 The Perfect Swing Inc.					
Baseball and Softball Equipment	220920	6651	042.04.2022	20-221-223-53-5306-0000	31,517.36
Baseball and Softball Equipment	220920	6772	042.04.2022	20-221-223-53-5306-0000	895.00
Baseball Hats	221062	6849	044.04.2022	20-221-223-53-5306-0000	216.00
Vendor Total:					32,628.36
05540 Performance Chemical & Supply					
New Floor Machine	220983	274914	043.04.2022	20-101-225-53-5316-0000	7,073.53
Vendor Total:					7,073.53
05748 G.A.G. Industries Inc.					
Filters	221099	INV297473	051.05.2022	20-101-220-53-5313-0000	760.14
Vendor Total:					760.14
05765 Luetkehans, Phillip					
Services through 03.22.22	220902	58	042.04.2022	20-000-000-52-5207-0000	676.00
Services through 04.20.22	221110	59	051.05.2022	20-000-000-52-5207-0000	851.50

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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					1,527.50
05810 US Bank Equipment Finance					
Marketing April 2022	220924	81543_0422	042.04.2022	20-000-415-52-5211-0000	568.04
Mary Lubko Center April 2022	220924	81956_0422	042.04.2022	20-000-304-52-5211-0000	113.61
Lincoln Marsh April 2022	220924	81957_0422	042.04.2022	20-000-112-52-5211-0000	113.61
Community Center April 2022	220924	82133_0422	042.04.2022	20-224-220-52-5211-0000	517.23
Community Center April 2022	220924	82278_0422	042.04.2022	20-000-000-52-5211-0000	272.66
Vendor Total:					1,585.15
05943 COEO SOLUTIONS LLC					
Community Center May 2022	221088	11000057_0522	051.05.2022	20-224-220-52-5262-0000	1,314.08
Lincoln Marsh May 2022	221088	11000057_0522	051.05.2022	20-000-112-52-5262-0000	661.53
Vendor Total:					1,975.61
05987 All American Paper Co					
Custodial Pool Supplies	221074	4248	051.05.2022	20-101-232-53-5316-0000	686.02
Custodial Pool Supplies	221074	4248	051.05.2022	20-101-231-53-5316-0000	686.02
Vendor Total:					1,372.04
05995 Showalter Roofing Service Inc					
CAC Roof Repair	220990	42433	043.04.2022	20-101-225-52-5210-0000	704.00
Vendor Total:					704.00
06121 Zoro Tools Inc					
Panic Bar	221142	INV10946832	051.05.2022	20-101-225-53-5313-0000	150.20
Vendor Total:					150.20
06308 Westlake Hardware Inc					
Bungee Cords	221135	12508226	051.05.2022	20-101-231-53-5302-0000	40.98
Tape/Glue/Blade/Putty/Nozzle	221135	12508231	051.05.2022	20-101-231-53-5302-0000	46.93
Acid Magic/Thread Tape/Gloves/Boil Drain	221135	12608483	051.05.2022	20-101-231-53-5302-0000	61.69
LED Bulb	221135	12608484	051.05.2022	20-101-232-53-5312-0000	22.49
Fasteners	221135	12608491	051.05.2022	20-101-220-53-5313-0000	1.05
Cotton Rags	221135	12608492	051.05.2022	20-101-220-53-5316-0000	16.19
Coupling Hose	221135	12608521	051.05.2022	20-101-232-53-5302-0000	58.96
Return Coupling Hose	221135	12608522	051.05.2022	20-101-232-53-5334-0000	-24.27
Coupling Hose	221135	12608523	051.05.2022	20-101-232-53-5334-0000	32.36
Hardware	221135	12608545	051.05.2022	20-101-232-53-5314-0000	76.43
Pest Control	221135	12608555	051.05.2022	20-101-220-53-5313-0000	15.28
Bibb Hose Brass/Blade	221135	12608560	051.05.2022	20-101-232-53-5302-0000	44.07
Vendor Total:					392.16
06428 Proficient Window Cleaning, Inc.					
Window Cleaning	221052	6997	044.04.2022	20-101-220-52-5210-0000	796.00
Vendor Total:					796.00
06451 Panek, Megann					
Mileage Reimbursement 030922-042222	221048	042222	044.04.2022	20-000-304-54-5422-0000	133.97
Vendor Total:					133.97
06542 Peerless Network Inc					
Recreation 041522-051422	220910	97900018657_0522	042.04.2022	20-000-000-52-5262-0000	269.18
Vendor Total:					269.18
06674 Lingo Communications LLC					

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Vendor No **Vendor Name**

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Programs 040422-050322	220901	960579_0522	042.04.2022	20-220-000-52-5262-0000	99.56
Toohey/Safety City 040422-050322	220901	960579_0522	042.04.2022	20-000-000-52-5262-0000	49.78
Community Center 040422-050322	220901	960579_0522	042.04.2022	20-224-220-52-5262-0000	199.12
Northside Pool 040422-050322	220901	960579_0522	042.04.2022	20-222-231-52-5262-0000	49.78
CAC 040422-050322	220901	960579_0522	042.04.2022	20-220-203-52-5262-0000	49.78
Mary Lubko Center 040422-050322	220901	960579_0522	042.04.2022	20-000-304-52-5262-0000	49.78
Lincoln Marsh 040422-050322	220901	960579_0522	042.04.2022	20-000-112-52-5262-0000	49.78
Vendor Total:					547.58
06704 Adolph Kiefer and Associates LLC					
Lifeguard Supplies	221001	INV001162544	044.04.2022	20-222-231-53-5306-0000	1,042.49
Lifeguard Supplies	221001	INV001162544	044.04.2022	20-222-232-53-5302-0000	1,776.50
Northside Equipment	221071	INV001175830	051.05.2022	20-222-231-53-5306-0000	704.90
Vendor Total:					3,523.89
06706 E.J. Rohn Company					
Floor Matt Service CAC 2022	220882	1100358	042.04.2022	20-101-225-52-5211-0000	165.39
Floor Matt Service CAC 2022	220882	1102352	042.04.2022	20-101-225-52-5211-0000	166.39
Floor Matt Service CAC 2022	220882	1104382	042.04.2022	20-101-225-52-5211-0000	166.39
Vendor Total:					498.17
06711 Zimmerman, Janet Ergo					
Reimbursement of Supplies for Childrens Playh	221069	042122	044.04.2022	20-220-202-53-5301-2266	301.70
Vendor Total:					301.70
06731 Kornichuk, Karen					
February Watercolors 2022	220900	032222	042.04.2022	20-220-305-52-5280-1021	158.40
March Watercolors 2022	220900	032922	042.04.2022	20-220-305-52-5280-1021	237.60
Vendor Total:					396.00
06851 Hot Shots Sports					
Winter 2022	220897	2425	042.04.2022	20-220-203-52-5280-3310	7,012.50
Vendor Total:					7,012.50
06917 Midwest Strength and Performance, LLC					
Strength for Kids Program	220906	00006058	042.04.2022	20-220-203-52-5280-3348	240.00
Vendor Total:					240.00
06945 Bielenda, Ashley					
Reimbursement for Spring Jerseys 14U Wildcats	221080	042222-01	051.05.2022	20-221-223-54-5405-4455	512.07
Reimbursement for Glen Ellyn Tournament Fee	221080	042222-02	051.05.2022	20-221-223-54-5405-4455	575.00
Reimbursement for Gamer Day Tournament Fee	221080	042222-03	051.05.2022	20-221-223-54-5405-4455	360.50
Vendor Total:					1,447.57
06985 Floods Royal Flush Inc.					
Portable Units Franklin April 2022	220956	I13742	043.04.2022	20-221-222-52-5210-0000	200.00
Portable Units Washington April 2022	220956	I13742	043.04.2022	20-221-222-52-5210-0000	200.00
Portable Units Madison April 2022	220956	I13742	043.04.2022	20-221-222-52-5210-0000	200.00
Portable Units Hawthorne April 2022	220956	I13742	043.04.2022	20-221-223-52-5210-4211	200.00
Portable Units Edison April 2022	220956	I13742	043.04.2022	20-221-223-52-5210-4211	200.00
Portable Units Jefferson April 2022	220956	I13742	043.04.2022	20-221-223-52-5210-4211	200.00
Portable Units Scottsdale April 2022	220956	I13742	043.04.2022	20-221-223-52-5210-4211	200.00
Portable Units Brighton April 2022	220956	I13742	043.04.2022	20-220-204-52-5280-4454	200.00
Portable Units Emerson April 2022	220956	I13742	043.04.2022	20-220-204-52-5280-4454	200.00
Portable Units Graf April 2022	220956	I13742	043.04.2022	20-220-204-52-5280-4454	200.00
Portable Units Briarpatch April 2022	220956	I13742	043.04.2022	20-000-000-52-5210-0000	200.00

Fund **Description**
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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					2,200.00
06999 Reliable Fire Equipment Co.					
Fire Alarm Inspections - Rathje	221054	58884	044.04.2022	20-101-000-52-5211-0000	615.00
Fire Alarm Inspections - Lincoln Marsh	221054	58891	044.04.2022	20-101-112-52-5211-0000	615.00
Fire Alarm Inspections - CAC	221054	59126	044.04.2022	20-101-225-52-5211-0000	3,215.00
Fire Alarm Inspections - Clocktower	221054	59423	044.04.2022	20-101-303-52-5211-0000	615.00
Fire Alarm Inspections - Northside Pool	221054	59424	044.04.2022	20-101-231-52-5211-0000	755.00
Fire Alarm Inspections - Toohey	221054	60137	044.04.2022	20-101-000-52-5211-0000	920.00
Fire Alarm Inspections - Community Center	221054	60369	044.04.2022	20-101-220-52-5211-0000	2,100.00
Vendor Total:					8,835.00
07027 R&M Specialties Ltd					
Wheaton United Car Magnets	220914	74095	042.04.2022	20-220-204-53-5301-4457	875.00
Vendor Total:					875.00
07036 Cody Joe Hodges					
Deposit - Cody Joe Hodges Performance at Crea	221087	060422 Deposit	051.05.2022	20-000-416-52-5241-1905	500.00
Vendor Total:					500.00
07037 Paragon Mechanical					
Boiler Repair	220980	8006673	043.04.2022	20-101-220-52-5210-0000	412.50
Vendor Total:					412.50
07040 Iliff, Lisa					
Reimbursement for 2022 Cheer ICA Membership	220963	2022 Cheer	043.04.2022	20-221-221-52-5285-0000	150.00
Vendor Total:					150.00
07041 Long, Kevin					
Reimbursement for Wings Target Tournament 20	220970	040122	043.04.2022	20-220-204-52-5280-4457	335.00
Vendor Total:					335.00
07044 Justin Louis Colebrissi					
Wheaton Wings Spring Classic - Medals	221107	5802-0	051.05.2022	20-220-204-53-5301-4465	3,236.40
Vendor Total:					3,236.40
09534 Redlok Productions Inc					
Rams Cheerleading Clothing	220915	2127	042.04.2022	20-221-221-53-5330-0000	256.00
Vendor Total:					256.00
Fund Total:					175,554.30
22 Cosley Zoo					
00046 Animal Medical Clinic					
Monthly Retainer	220864	169163	042.04.2022	22-501-000-52-5210-0000	250.00
Veterinary Services	220864	169163	042.04.2022	22-501-000-54-5424-0000	744.78
Canine Diet	220864	169163	042.04.2022	22-501-000-53-5339-0000	31.61
Veterinary Medications	220864	169163	042.04.2022	22-501-000-53-5309-0000	487.73
Vendor Total:					1,514.12
00068 AT&T Mobility					
234-9679 Cosley Tablet 9 031822-041722	221079	877051597_0422	051.05.2022	22-501-000-52-5265-0000	29.89
234-0136 Cosley Tablet 16 031822-041722	221079	877051597_0422	051.05.2022	22-501-000-52-5265-0000	29.89
779-8546 Cosley Tablet 17 031822-041722	221079	877051597_0422	051.05.2022	22-501-000-52-5265-0000	29.88
Vendor Total:					89.66

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
00192	City of Wheaton								
	Cosley Welcome Center 040122-063022	220875	WH6204_0622	042.04.2022	22-501-000-52-5211-0000				255.00
	Cosley Zoo White Barn 040122-063022	220875	WH6323_0622	042.04.2022	22-501-000-52-5211-0000				255.00
	Cosley Zoo Kiebler Barn 040122-063022	220875	WH6678_0622	042.04.2022	22-501-000-52-5211-0000				255.00
	Cosley Zoo/Chicken House 040122-063022	220875	WH6936_0622	042.04.2022	22-501-000-52-5211-0000				255.00
	Cosley Zoo Bobcat Exhibit 040122-063022	220875	WH6945_0622	042.04.2022	22-501-000-52-5211-0000				255.00
								Vendor Total:	1,275.00
00193	City of Wheaton								
	Cosley Welcome Center 030722-040622	221014	0067810100_0422	044.04.2022	22-501-000-52-5264-0000				35.88
	Cosley Zoo 030722-040622	221014	0310000100_0422	044.04.2022	22-501-000-52-5264-0000				149.45
	Cosley Zoo 030722-040622	221014	0310000200_0422	044.04.2022	22-501-000-52-5264-0000				415.85
	Cosley Bobcat 030722-040622	221014	0310000300_0422	044.04.2022	22-501-000-52-5264-0000				35.88
								Vendor Total:	637.06
00240	Duchaj Bros.								
	25 Bales of Hay	220880	031922	042.04.2022	22-501-000-53-5339-0000				168.75
	150 Bales of Hay	221023	041522	044.04.2022	22-501-000-53-5339-0000				1,012.50
								Vendor Total:	1,181.25
00417	Constellation NewEnergy Inc								
	Cosley Welcome Center 031722-041522	221019	0793155067_0422	044.04.2022	22-501-000-52-5260-0000				111.79
	Cosley Zoo 031722-041522	221019	8519798002_0422	044.04.2022	22-501-000-52-5260-0000				2,186.51
								Vendor Total:	2,298.30
00437	Reedy Equipment Services Inc.								
	Ice Machine Rental April 2022	220985	0410389	043.04.2022	22-501-000-52-5220-0000				39.67
								Vendor Total:	39.67
00550	Legrand, Laura								
	Mileage Reimbursement for March 2022	221037	033122	044.04.2022	22-501-000-54-5422-0000				21.06
								Vendor Total:	21.06
00680	Northern Illinois Gas Company								
	Cosley Zoo 031822-041922	221117	3015221000_0422	051.05.2022	22-501-000-52-5261-0000				225.36
	Cosley Welcome Center 031822-041922	221117	3615221000_0422	051.05.2022	22-501-000-52-5261-0000				55.18
	Cosley Zoo 031822-042022	221117	5450490000_0422	051.05.2022	22-501-000-52-5261-0000				358.62
								Vendor Total:	639.16
00738	CTM Group Inc.								
	Reimbursement of 75% of Souvenir Penny Sales 220878		MAR22PENJE31-12	042.04.2022	22-501-000-54-5433-0000				45.00
								Vendor Total:	45.00
01023	Waste Management of Illinois Inc								
	Cosley Zoo 050122-053122	221134	12272113008_0522	051.05.2022	22-501-000-52-5263-0000				749.26
								Vendor Total:	749.26
01043	Wheaton Sanitary District								
	Cosley Zoo 030722-040622	221137	026475000_0422	051.05.2022	22-501-000-52-5264-0000				64.92
	Cosley Zoo 030722-040622	221137	026477000_0422	051.05.2022	22-501-000-52-5264-0000				216.04
	Cosley Welcome Ctr 030722-040622	221137	027965000_0422	051.05.2022	22-501-000-52-5264-0000				22.74
	Bobcat Exhibit 030722-040622	221137	049516000_0422	051.05.2022	22-501-000-52-5264-0000				22.74
								Vendor Total:	326.44
01082	Young's Grain Farms								
	175 Bales of Straw	221141	594559	051.05.2022	22-501-000-53-5336-0000				743.75

Fund **Description**
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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
175 Bales of Straw	220931	594560	042.04.2022	22-501-000-53-5336-0000	743.75
				Vendor Total:	1,487.50
01095 Midwest Printing Inc					
Cosley Tails	221113	22741	051.05.2022	22-350-415-54-5426-0000	189.57
				Vendor Total:	189.57
01120 Holy Cow Sports Inc.					
Volunteer Shirts	220896	220442	042.04.2022	22-501-000-53-5330-0000	921.00
				Vendor Total:	921.00
03754 Comcast Cable					
Cosley Zoo 041122-051022	220945	87712047625845_05	043.04.2022	22-501-000-52-5262-0000	111.85
				Vendor Total:	111.85
04296 Culligan DuPage Soft Water Service Inc					
Water Cooler Rental April 2022	220879	261974_0422R	042.04.2022	22-501-000-52-5220-0000	6.00
				Vendor Total:	6.00
04885 American Septic Service Inc.					
Pump Duck Pond	220861	16689	042.04.2022	22-501-000-52-5210-0000	450.00
				Vendor Total:	450.00
05050 Wheaton Mulch Inc.					
Sand for Cow Yard	221066	22-0813	044.04.2022	22-501-000-53-5349-0000	810.00
Sand for Domestic Yards	221136	22-1052	051.05.2022	22-501-000-53-5349-0000	810.00
				Vendor Total:	1,620.00
05361 o8o Leasing LLC					
Reimbursement of 75% for Use of Wind Machin	220909	0322	042.04.2022	22-501-000-54-5433-0000	52.01
				Vendor Total:	52.01
05667 Christensen, Ginny					
Mileage Reimbursement for March 2022	220873	033122	042.04.2022	22-501-000-54-5422-0000	21.06
				Vendor Total:	21.06
05810 US Bank Equipment Finance					
Cosley April 2022	220924	81955_0422	042.04.2022	22-501-000-52-5211-0000	113.61
				Vendor Total:	113.61
06542 Peerless Network Inc					
Cosley 041522-051422	220910	97900018657_0522	042.04.2022	22-501-000-52-5262-0000	53.84
				Vendor Total:	53.84
06673 Gould Clinics, Ltd.					
Goat and Sheep	220890	033122	042.04.2022	22-501-000-54-5424-0000	375.72
				Vendor Total:	375.72
06674 Lingo Communications LLC					
Cosley 040422-050322	220901	960579_0522	042.04.2022	22-501-000-52-5262-0000	99.56
				Vendor Total:	99.56
06797 W A Management, Inc.					
Brick Paver Repair	220926	24109	042.04.2022	22-501-000-52-5210-0000	972.00
				Vendor Total:	972.00

Fund **Description**
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Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
06902 Grayslake Feed Sales, Inc.					
Animal Feed	221031	38360	044.04.2022	22-501-000-53-5339-000C	535.18
Animal Bedding	221031	38360	044.04.2022	22-501-000-53-5336-000C	224.85
Vendor Total:					760.03
06999 Reliable Fire Equipment Co.					
Fire Alarm Inspections - Cosley	221054	59431	044.04.2022	22-501-000-52-5211-0000	460.00
Fire Alarm Inspections - Cosley	221054	59432	044.04.2022	22-501-000-52-5211-0000	460.00
Fire Alarm Inspections - Cosley	221054	59433	044.04.2022	22-501-000-52-5211-0000	460.00
Fire Alarm Inspections - Cosley	221054	59436	044.04.2022	22-501-000-52-5211-0000	460.00
Fire Alarm Inspections - Cosley	221054	59442	044.04.2022	22-501-000-52-5211-0000	460.00
Alarm Communication Repair	221054	62248	044.04.2022	22-501-000-52-5210-000C	541.00
Vendor Total:					2,841.00
07045 Zoological Society of Philadelphia					
Transport of Corn Snake	221070	23-012	044.04.2022	22-501-000-53-5325-000C	127.69
Vendor Total:					127.69
Fund Total:					19,018.42
23 Liability					
00451 ILLINOIS STATE POLICE					
Replenish Background Check Fee PK0008746	220899	04/01/2022	042.04.2022	23-418-000-52-5208-000C	5,000.00
Vendor Total:					5,000.00
00725 Park District Risk Mgmt Agency					
Property Insurance Premium March 2022	220981	0322023	043.04.2022	23-000-000-52-5270-000C	10,798.06
Public Liability Insurance Premium March 2022	220981	0322023	043.04.2022	23-000-000-52-5271-000C	5,268.83
Worker's Comp Insurance Premium March 2022	220981	0322023	043.04.2022	23-000-000-52-5273-000C	15,961.60
Employment Practices Insurance Premium March 2022	220981	0322023	043.04.2022	23-000-000-52-5276-000C	1,832.72
Pollution Liability Insurance Premium March 2022	220981	0322023	043.04.2022	23-000-000-52-5277-000C	321.07
Vendor Total:					34,182.28
06895 Protect My Ministry, LLC					
Background Check	220913	940511	042.04.2022	23-418-000-52-5208-000C	11.30
Vendor Total:					11.30
06940 Advocate Health and Hospitals Corporation					
Back Evaluations	220936	822094	043.04.2022	23-418-000-52-5208-000C	57.00
Vendor Total:					57.00
Fund Total:					39,250.58
30 Debt Service					
05314 Amalgamated Bank of Chicago					
Paying Agent Fee for GO Bonds 2003A 04/01/2022	220860	1855418002	042.04.2022	30-000-000-52-5209-000C	356.25
Vendor Total:					356.25
Fund Total:					356.25
40 Capital Projects					
00311 Game Time					
Play for All GT Wave Playground Equipment	220959	PJI-0170162	043.04.2022	40-000-188-57-5706-000C	64,360.41
Vendor Total:					64,360.41
00717 Paddock Publications Inc., The Daily Herald					

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Cosley Entrance Bid - Pavers	221047	213372	044.04.2022	40-000-000-54-5428-0000	142.60
								Vendor Total:	142.60
02798	Williams Architects			CC Interior	221067	0020924	044.04.2022	40-800-846-57-5701-0000	1,251.27
								Vendor Total:	1,251.27
03978	Illinois Roof Consulting Associates Inc			Cosley Zoo Roof Bid Specs	220898	25700	042.04.2022	40-800-813-57-5701-0000	4,525.00
				Roof Bid Spec	221033	25703	044.04.2022	40-800-849-57-5701-0000	3,562.50
								Vendor Total:	8,087.50
04036	Bronze Memorial Company			Memorial Plaques	221007	707276	044.04.2022	40-101-000-53-5338-0000	324.14
								Vendor Total:	324.14
05104	Westmore Supply			Driveway Gravel	220929	M48970	042.04.2022	40-800-822-53-5301-0000	105.26
								Vendor Total:	105.26
05747	Landscape Material & Firewood Sales Inc.			Screening Material for Paths and Ball Field Rep	221036	001421	044.04.2022	40-101-000-53-5349-0000	968.00
				Supplies	221108	001669	051.05.2022	40-101-000-53-5349-0000	36.00
				Stone	221108	001669	051.05.2022	40-800-822-53-5301-0000	384.00
								Vendor Total:	1,388.00
05875	Day Robert & Morrison P.C.			Easement Professional Fees	220952	33361	043.04.2022	40-000-000-52-5207-0000	3,610.50
								Vendor Total:	3,610.50
05912	Bedrock Earthscapes LLC			Annual Pond and Stream Landscape Maintenance	220940	1783	043.04.2022	40-000-000-52-5210-0000	7,400.00
								Vendor Total:	7,400.00
06605	BHFX LLC			Bond Copies	220867	418216	042.04.2022	40-000-000-52-5235-0000	37.80
								Vendor Total:	37.80
								Fund Total:	86,707.48
60	Golf Fund								
00007	Aramark			Inv# 602000235445 Banquet Linen Service	220865	602000235445	042.04.2022	60-612-901-52-5222-0000	232.55
				Inv# 602000235445 Restaurant Linen Service	220865	602000235445	042.04.2022	60-612-902-52-5222-0000	103.31
				Inv# 602000238320 Restaurant Linen	220937	602000238320	043.04.2022	60-612-902-52-5222-0000	103.00
				Inv# 602000238320 Banquet Linen	220937	602000238320	043.04.2022	60-612-901-52-5222-0000	226.61
				Inv# 602000240856 Banquet Linens	221004	602000240856	044.04.2022	60-612-901-52-5222-0000	235.50
				Inv# 602000240856 Restaurant Linens	221004	602000240856	044.04.2022	60-612-902-52-5222-0000	103.31
				Inv# 60200243350 Restaurant Linen	221077	602000243350	051.05.2022	60-612-902-52-5222-0000	106.31
				Inv# 60200243350 Banquet Linen	221077	602000243350	051.05.2022	60-612-901-52-5222-0000	236.75
								Vendor Total:	1,347.34
00032	Alpha Graphics			Inv# 167975 2021 Annual Report	221003	167975	044.04.2022	60-612-000-52-5235-0000	491.90
				Inv# 168094 AGC Menus	220859	168094	042.04.2022	60-612-000-52-5235-0000	711.01

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									1,202.91
00068	AT&T Mobility								
	957-8730 A. Bendy	031822-041722	221079	877051597_0422	051.05.2022	60-000-000-52-5265-0000			72.76
	240-0783 Hot Spot 4 AGC	031822-041722	221079	877051597_0422	051.05.2022	60-000-000-52-5265-0000			43.23
	520-5201 AGC Tablet 13	031822-041722	221079	877051597_0422	051.05.2022	60-000-000-52-5265-0000			29.88
	520-5473 AGC Tablet 14	031822-041722	221079	877051597_0422	051.05.2022	60-000-000-52-5265-0000			29.88
	871-4196 AGC Tablet 15	031822-041722	221079	877051597_0422	051.05.2022	60-000-000-52-5265-0000			29.88
Vendor Total:									205.63
00125	Black Gold Septic Inc								
	Inv 33032 Clean Outside Grease Trap		220941	33032	043.04.2022	60-000-000-52-5211-0000			425.00
Vendor Total:									425.00
00179	Chicagoland Turf								
	May T-Pass		221013	050122	044.04.2022	60-601-000-53-5335-0000			18,092.55
Vendor Total:									18,092.55
00180	Chicago District Golf Association								
	Handicap Fees		220872	1837-221	042.04.2022	60-611-000-52-5210-0000			80.00
Vendor Total:									80.00
00187	Christensen, Robert								
	Mileage Reimbursement for March 2022		220874	033122	042.04.2022	60-000-000-54-5422-0000			68.45
Vendor Total:									68.45
00193	City of Wheaton								
	AGC Clubhouse 030822-040722		221014	0293553000_0422	044.04.2022	60-000-000-52-5264-0000			825.76
	AGC Maintenance Building 030822-040722		221014	0293553100_0422	044.04.2022	60-000-000-52-5264-0000			117.46
	AGC Chemical Building 030822-040722		221014	0293553200_0422	044.04.2022	60-000-000-52-5264-0000			92.01
Vendor Total:									1,035.23
00269	Euclid Beverage								
	Inv# W-2874210 Beer		220954	W-2874210	043.04.2022	60-000-000-14-1412-0000			1,450.50
	Inv# W-2878153 Beer		221024	W-2878153	044.04.2022	60-000-000-14-1412-0000			2,339.20
	Inv# W-2882036 Beer		221095	W-2882036	051.05.2022	60-000-000-14-1412-0000			2,458.60
Vendor Total:									6,248.30
00275	Faulks Bros. Construction Inc.								
	Steel Elbow Sweep for Sand Silo		220884	365153	042.04.2022	60-601-000-53-5342-0000			1,838.70
Vendor Total:									1,838.70
00289	Footjoy								
	Staff Shirts		220885	912879337	042.04.2022	60-611-000-53-5330-0000			192.08
	Mens Shorts		220957	913036994	043.04.2022	60-000-000-14-1431-0000			380.19
Vendor Total:									572.27
00293	Fortune Fish Company								
	Inv# 028743 Seafood		220886	028743	042.04.2022	60-000-000-14-1411-0000			653.12
	Inv# 037273 Seafood		220886	037273	042.04.2022	60-000-000-14-1411-0000			540.06
	Inv# 028743 General Grocery		220886	037273	042.04.2022	60-000-000-14-1415-0000			195.20
	Inv# 038754 Seafood		220958	038754	043.04.2022	60-000-000-14-1411-0000			263.34
	Inv# 044161 Seafood		220958	044161	043.04.2022	60-000-000-14-1411-0000			356.82
	Inv# 046359 Seafood		220958	046359	043.04.2022	60-000-000-14-1411-0000			382.43
	Inv# 049612 Seafood		221025	049612	044.04.2022	60-000-000-14-1411-0000			699.59
	Inv# 053316 Seafood		221025	055316	044.04.2022	60-000-000-14-1411-0000			987.44

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Inv# 056948 Seafood	221025	056948	044.04.2022	60-000-000-14-1411-0000	1,937.63	
Inv# 059146 Seafood	221025	059146	044.04.2022	60-000-000-14-1411-0000	421.84	
Inv# 060484 Seafood	221098	060484	051.05.2022	60-000-000-14-1411-0000	312.60	
Inv# 063794 Seafood	221098	063794	051.05.2022	60-000-000-14-1411-0000	412.69	
Inv# 067465 General Grocery	221098	067465	051.05.2022	60-000-000-14-1415-0000	195.20	
Inv# 067465 Seafood	221098	067465	051.05.2022	60-000-000-14-1411-0000	653.24	
Vendor Total:					8,011.20	
00316	Gemplers Inc.					
12 Volt Pump	221100	INV0004498707	051.05.2022	60-601-000-53-5343-0000	114.49	
Vendor Total:					114.49	
00323	Government Navigation Group					
Consulting Services January 2022	221030	1513	044.04.2022	60-000-000-52-5205-0000	1,333.34	
Consulting Services February 2022	221030	1539	044.04.2022	60-000-000-52-5205-0000	1,333.33	
Consulting Services March 2022	221030	1615	044.04.2022	60-000-000-52-5205-0000	1,333.33	
Vendor Total:					4,000.00	
00334	Gordon Food Service					
Inv# 217862561 General Grocery	220961	217862561	043.04.2022	60-000-000-14-1415-0000	495.74	
Inv# 217862561 Non-Alcoholic Beverages	220961	217862561	043.04.2022	60-000-000-14-1416-0000	258.69	
Inv# 753222873 General Grocery	220889	753222873	042.04.2022	60-000-000-14-1415-0000	16.46	
Inv# 753222960 General Grocery	220961	753222960	043.04.2022	60-000-000-14-1415-0000	31.98	
CM# 908913 General Grocery	221029	908913	044.04.2022	60-000-000-14-1415-0000	-21.82	
Inv# 960070344 Banquet Supplies	220961	960070344	043.04.2022	60-612-901-53-5390-0000	237.92	
Inv# 960070601 General Grocery	221029	960070601	044.04.2022	60-000-000-14-1415-0000	79.36	
Inv# 960070677 Meat	221029	960070677	044.04.2022	60-000-000-14-1411-0000	260.94	
Vendor Total:					1,359.27	
00395	Harris Motor Sports Inc					
Invoice# 02-312028	221102	02-312028	051.05.2022	60-601-000-53-5315-0000	259.20	
Vendor Total:					259.20	
00417	Constellation NewEnergy Inc					
Orchard Gate 031522-041322	220949	0051046274_0422	043.04.2022	60-000-000-52-5260-0000	26.70	
AGC Clubhouse 031522-041322	220949	0581101000_0422	043.04.2022	60-000-000-52-5260-0000	79.42	
AGC Clubhouse 031522-041322	221019	6414622009_0422	044.04.2022	60-000-000-52-5260-0000	8,962.16	
Vendor Total:					9,068.28	
00419	Consumers Packing Co.					
Inv# 383439 Meat	220877	383439	042.04.2022	60-000-000-14-1411-0000	1,501.29	
Inv# 383566 Meat	220877	383566	042.04.2022	60-000-000-14-1411-0000	1,412.47	
Inv# 383744 Meat	220950	383744	043.04.2022	60-000-000-14-1411-0000	495.47	
Inv# 383780 Meat	220950	383780	043.04.2022	60-000-000-14-1411-0000	1,123.75	
Inv# 383890 Meat	221020	383890	044.04.2022	60-000-000-14-1411-0000	2,276.56	
Inv# 383983 Meat	221020	383983	044.04.2022	60-000-000-14-1411-0000	1,942.37	
Inv# 384134 Meat	221092	384134	051.05.2022	60-000-000-14-1411-0000	724.64	
Inv# 384189 Meat	221092	384189	051.05.2022	60-000-000-14-1411-0000	2,146.22	
Inv# 384222 Meat	221092	384222	051.05.2022	60-000-000-14-1411-0000	1,660.63	
Vendor Total:					13,283.40	
00475	Constellation Newenergy Gas Division LLC					
AGC Clubhouse 030122-033122	220948	2400503855_0322	043.04.2022	60-000-000-52-5261-0000	1,522.68	
Vendor Total:					1,522.68	
00480	ITASCA PARK DISTRICT					
Legislative Conference Dinner Reimbursement t	220966	3/8/2022	043.04.2022	60-000-000-54-5432-0000	13.53	

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					13.53
00497 Johnson, Timothy A.					
Reimbursement for Work Boots	221034	041922	044.04.2022	60-601-000-53-5330-000C	220.00
Vendor Total:					220.00
00532 Imperial Bag & Paper Co LLC					
Cleaning Products	221106	1765050-00	051.05.2022	60-000-000-53-5316-000C	235.24
Glass Cleaner/Disinfectant/Furniture Polish	220965	1765428-00	043.04.2022	60-000-000-53-5316-000C	655.95
Vendor Total:					891.19
00551 LEIBOLD IRRIGATION INC.					
Swing Joints/Glue and Primer/Gate Valve Key	221109	0010650-IN	051.05.2022	60-601-000-53-5343-000C	684.94
Vendor Total:					684.94
00578 LOUIS GLUNZ WINES INC.					
Inv# G-1704452 Wine	220971	G-1704452	043.04.2022	60-000-000-14-1412-000C	112.00
Vendor Total:					112.00
00615 MENARDS WEST CHICAGO					
Concrete/Boards/Bolts	221042	47896	044.04.2022	60-601-000-53-5342-000C	158.12
Inv# 48095	220975	48095	043.04.2022	60-000-000-53-5313-000C	533.85
Inv# 48139	220975	48139	043.04.2022	60-000-000-53-5313-000C	425.56
Inv# 48201	220975	48201	043.04.2022	60-000-000-53-5313-000C	134.91
Lumber/Concrete/Mini Screwdriver Set/Twist Ti	220975	48202	043.04.2022	60-601-000-53-5331-000C	131.41
AGC Starter Shed	220975	48214	043.04.2022	60-611-000-53-5393-0000	222.63
Inv# 48531	220975	48531	043.04.2022	60-000-000-53-5313-000C	107.22
Vendor Total:					1,713.70
00617 MENARDS GLENDALE HEIGHTS					
AGC Starter Shed	220974	85837	043.04.2022	60-611-000-53-5393-0000	1,569.74
AGC Starter Shed	220974	86855	043.04.2022	60-611-000-53-5393-0000	418.14
Starter Shed	221041	87250	044.04.2022	60-611-000-53-5393-0000	90.58
Starter Shed	221041	87391	044.04.2022	60-611-000-53-5393-0000	763.54
Arch Sable Plank Return	221041	87393	044.04.2022	60-611-000-53-5393-0000	-567.82
Starter Shed	221112	87745	051.05.2022	60-611-000-53-5393-0000	827.10
Vendor Total:					3,101.28
00680 Northern Illinois Gas Company					
AGC Maintenance Building 031422-041222	220977	1106501000_0422	043.04.2022	60-000-000-52-5261-000C	499.89
Vendor Total:					499.89
00742 Pepsi Beverages Company					
Inv# 80165857 Non-Alcoholic Beverages	221049	80165857	044.04.2022	60-000-000-14-1416-000C	341.40
Inv# 80344151 Non-Alcoholic Beverages	221049	80344151	044.04.2022	60-000-000-14-1416-000C	768.10
Inv# 84361603 Non-Alcoholic Beverages	220911	84361603	042.04.2022	60-000-000-14-1416-000C	2,612.98
Inv# 84471459 Non-Alcoholic Beverages	220982	84471459	043.04.2022	60-000-000-14-1416-000C	1,017.97
Inv# 84663958 Non-Alcoholic Beverages	221118	84663958	051.05.2022	60-000-000-14-1416-000C	495.74
Vendor Total:					5,236.19
00764 Prairie Material					
Starter Shed	220912	890413223	042.04.2022	60-611-000-53-5393-0000	765.36
Starter Shed	220912	890413224	042.04.2022	60-611-000-53-5393-0000	799.50
Starter Shed	220912	890413225	042.04.2022	60-611-000-53-5393-0000	646.38
Vendor Total:					2,211.24

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
00792	Reinders Inc								
	Inv# 1912424-00	220987	1912424-00	043.04.2022	60-601-000-53-5343-000C				479.44
	Coupler Key Tops for Toro Sprinklers	220916	1912479-00	042.04.2022	60-601-000-53-5343-000C				1,449.30
	Electrical Pigtail/Splice Kit for Pond Fountain or	220916	4068592-00	042.04.2022	60-601-000-53-5343-000C				286.81
	Invoice # 6005321-02	220916	6005321-02	042.04.2022	60-601-000-53-5315-000C				414.02
	Invoice # 6005321-03	220916	6005321-03	042.04.2022	60-601-000-53-5315-000C				479.16
	Invoice # 6007748-00	220916	6007748-00	042.04.2022	60-601-000-53-5315-000C				209.80
	Invoice # 6007748-01	220916	6007748-01	042.04.2022	60-601-000-53-5315-000C				292.54
	Invoice # 6008093-00	220916	6008093-00	042.04.2022	60-601-000-53-5315-000C				355.45
	Invoice # 6008945-00	220916	6008945-00	042.04.2022	60-601-000-53-5315-000C				158.68
Vendor Total:									4,125.20
00825	Russo Hardware Inc								
	Inv# SPI11041270	221055	SPI11041270	044.04.2022	60-601-000-53-5331-000C				42.99
	Inv# SPI11041285	221055	SPI11041285	044.04.2022	60-601-000-53-5315-000C				102.71
	Inv# SPI11047960	221124	SPI11047960	051.05.2022	60-601-000-53-5315-000C				78.90
Vendor Total:									224.60
00841	Schamberger Bros. Inc.								
	Inv# 0000439453 Beer	220989	0000439453	043.04.2022	60-000-000-14-1412-000C				176.00
	Inv# 0000439572 Beer	221056	0000439572	044.04.2022	60-000-000-14-1412-000C				146.00
	Inv# 0000439668 Beer	221125	0000439668	051.05.2022	60-000-000-14-1412-000C				230.00
Vendor Total:									552.00
00852	Shamrock Garden Florist								
	Inv# 303971/1 Easter Floral	221057	303971/1	044.04.2022	60-612-901-52-5292-000C				528.00
Vendor Total:									528.00
00874	Southern Glazer's Wine And Spirits, LLC								
	Inv# 4137089 Liquor	220917	4137089	042.04.2022	60-000-000-14-1412-000C				340.71
	Inv# 4147984 Liquor	220917	4147984	042.04.2022	60-000-000-14-1412-000C				443.00
	Inv# 4158534 Liquor	220991	4158534	043.04.2022	60-000-000-14-1412-000C				2,747.54
	Inv# 4164279 Wine	221058	4164279	044.04.2022	60-000-000-14-1412-000C				293.00
	Inv# 4169301 Liquor	221127	4169301	051.05.2022	60-000-000-14-1412-000C				1,327.95
Vendor Total:									5,152.20
00911	Stuever & Sons Inc								
	Inv# 0370969 Beer Line Cleaning AGC	220992	0370969	043.04.2022	60-612-000-52-5210-000C				96.00
	Inv# 0372381 Beer Line Cleaning AGC	220992	0372381	043.04.2022	60-612-000-52-5210-000C				96.00
	Inv# 0372381 Restaurant Supplies AGC	220992	0372381	043.04.2022	60-612-902-53-5388-000C				20.00
Vendor Total:									212.00
00956	Titleist								
	Backpacks Inv# 912778691	220922	912778691	042.04.2022	60-000-000-14-1431-000C				147.98
Vendor Total:									147.98
01023	Waste Management of Illinois Inc								
	Arrowhead GC 050122-053122	221134	12272113008_0522	051.05.2022	60-000-000-52-5263-000C				447.54
Vendor Total:									447.54
01043	Wheaton Sanitary District								
	AGC Maintenance Building 030822-040722	221137	036235000_0422	051.05.2022	60-000-000-52-5264-000C				34.37
	AGC Clubhouse 030822-040722	221137	036431000_0422	051.05.2022	60-000-000-52-5264-000C				526.05
Vendor Total:									560.42
01053	Wilson Sporting Goods Company								

Fund	Description					
Vendor No	Vendor Name					
Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
EXO Bags/Mens and Womens Gloves/Sun Hats	220997	4537611763	043.04.2022	60-000-000-14-1431-000C	1,938.84	
Mens and Womens Gloves/Sun Hats	221140	45377012035	051.05.2022	60-000-000-14-1431-000C	627.24	
DUO & Triad Golf Balls	221140	4537702036	051.05.2022	60-000-000-14-1432-000C	187.20	
Vendor Total:					2,753.28	
01058	Chicago Beverage Systems, LLC					
Inv# 305906 Beer	221012	305906	044.04.2022	60-000-000-14-1412-000C	167.65	
Inv# 309752 Beer	221085	309752	051.05.2022	60-000-000-14-1412-000C	210.44	
Vendor Total:					378.09	
01068	Wm. F. Meyer Co.					
Inv# S4170983.001	220998	S4170983.001	043.04.2022	60-000-000-53-5311-0000	840.96	
Vendor Total:					840.96	
02231	Sysco-Chicago					
Inv# 524358862 Banquet Supplies	221128	524358862	051.05.2022	60-612-901-53-5390-000C	131.70	
Inv# 524374686 Restaurant Supplies	221128	524374686	051.05.2022	60-612-902-53-5388-000C	35.37	
Inv# 524379627 Banquet Supplies	221128	524379627	051.05.2022	60-612-901-53-5390-000C	76.62	
Inv# 524384743 Restaurant Supplies	221128	524384743	051.05.2022	60-612-902-53-5388-000C	82.86	
Inv# 524393733 Cleaning Supplies	220919	524393733	042.04.2022	60-612-000-53-5316-000C	96.44	
Inv# 524393733 Restaurant Supplies	220919	524393733	042.04.2022	60-612-902-53-5388-000C	380.26	
Inv# 524393733 Meat	220919	524393733	042.04.2022	60-000-000-14-1411-0000	954.24	
Inv# 524393733 Meat	220919	524393733	042.04.2022	60-000-000-14-1411-0000	1,674.26	
Inv# 524393733 Produce	220919	524393733	042.04.2022	60-000-000-14-1413-000C	53.96	
Inv# 524393733 General Grocery	220919	524393733	042.04.2022	60-000-000-14-1415-000C	868.67	
Inv# 524393733 Dairy	220919	524393733	042.04.2022	60-000-000-14-1414-000C	133.96	
Inv# 524399935 Restaurant Supplies	221128	524399935	051.05.2022	60-612-902-53-5388-000C	18.50	
Inv# 524400421 Non-Alcoholic Beverages	220994	524400421	043.04.2022	60-000-000-14-1416-000C	882.44	
Inv# 524400421 General Grocery	220994	524400421	043.04.2022	60-000-000-14-1415-000C	2,784.32	
Inv# 524400421 Produce	220994	524400421	043.04.2022	60-000-000-14-1413-000C	44.36	
Inv# 524400421 Dairy	220994	524400421	043.04.2022	60-000-000-14-1414-000C	865.52	
Inv# 524400421 Meat	220994	524400421	043.04.2022	60-000-000-14-1411-0000	227.49	
Inv# 524400421 Meat	220994	524400421	043.04.2022	60-000-000-14-1411-0000	654.36	
Inv# 524400421 Restaurant Supplies	220994	524400421	043.04.2022	60-612-902-53-5388-000C	81.09	
Inv# 524400421 Cleaning Supplies	220994	524400421	043.04.2022	60-612-000-53-5316-000C	299.71	
Inv# 524401778 General Grocery	221128	524401778	051.05.2022	60-000-000-14-1415-000C	130.29	
Inv# 524404282 General Grocery	220919	524404282	042.04.2022	60-000-000-14-1415-000C	485.65	
Inv# 524404282 Dairy	220919	524404282	042.04.2022	60-000-000-14-1414-000C	582.48	
Inv# 524404282 Cleaning Supplies	220919	524404282	042.04.2022	60-612-000-53-5316-000C	62.55	
Inv# 524404282 Meat	220919	524404282	042.04.2022	60-000-000-14-1411-0000	358.78	
Inv# 524412258 Meat	220919	524412258	042.04.2022	60-000-000-14-1411-0000	287.48	
Inv# 524412258 Meat	220919	524412258	042.04.2022	60-000-000-14-1411-0000	502.08	
Inv# 524412258 Cleaning Supplies	220919	524412258	042.04.2022	60-612-000-53-5316-000C	125.10	
Inv# 524412258 Dairy	220919	524412258	042.04.2022	60-000-000-14-1414-000C	606.16	
Inv# 524412258 General Grocery	220919	524412258	042.04.2022	60-000-000-14-1415-000C	977.13	
Inv# 524412258 Non-Alcoholic Beverages	220919	524412258	042.04.2022	60-000-000-14-1416-000C	37.68	
Inv# 524413962 Restaurant Supplies	221128	524413962	051.05.2022	60-612-902-53-5388-000C	76.62	
Inv# 524419253 Cleaning Supplies	220994	524419253	043.04.2022	60-612-000-53-5316-000C	34.55	
Inv# 524419253 Banquet Supplies	220994	524419253	043.04.2022	60-612-901-53-5390-000C	363.74	
Inv# 524419253 Restaurant Supplies	220994	524419253	043.04.2022	60-612-902-53-5388-000C	363.74	
Inv# 524419253 Dairy	220994	524419253	043.04.2022	60-000-000-14-1414-000C	370.94	
Inv# 524419253 Meat	220994	524419253	043.04.2022	60-000-000-14-1411-0000	115.28	
Inv# 524419253 General Grocery	220994	524419253	043.04.2022	60-000-000-14-1415-000C	312.60	
Inv# 524423520 General Grocery	220994	524423520	043.04.2022	60-000-000-14-1415-000C	817.87	
Inv# 524423520 Dairy	220994	524423520	043.04.2022	60-000-000-14-1414-000C	472.63	
Inv# 524423520 Meat	220994	524423520	043.04.2022	60-000-000-14-1411-0000	689.50	
Inv# 524423520 Meat	220994	524423520	043.04.2022	60-000-000-14-1411-0000	388.90	

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 524423520 Restaurant Supplies	220994	524423520	043.04.2022	60-612-902-53-5388-000C	216.50
Inv# 524423520 Cleaning Supplies	220994	524423520	043.04.2022	60-612-000-53-5316-000C	284.09
Inv# 524423520 Banquet Supplies	220994	524423520	043.04.2022	60-612-901-53-5390-000C	216.50
Inv# 524429180 Banquet Supplies	220994	524429180	043.04.2022	60-612-901-53-5390-000C	177.36
Inv# 524429180 Restaurant Supplies	220994	524429180	043.04.2022	60-612-902-53-5388-000C	208.96
Inv# 524429180 Meat	220994	524429180	043.04.2022	60-000-000-14-1411-0000	582.62
Inv# 524429180 Meat	220994	524429180	043.04.2022	60-000-000-14-1411-0000	271.52
Inv# 524429180 Dairy	220994	524429180	043.04.2022	60-000-000-14-1414-000C	498.16
Inv# 524429180 General Grocery	220994	524429180	043.04.2022	60-000-000-14-1415-000C	335.91
Inv# 524435771 Dairy	221060	524435771	044.04.2022	60-000-000-14-1414-000C	389.90
Inv# 524435771 Restaurant Supplies	221060	524435771	044.04.2022	60-612-902-53-5388-000C	498.94
Inv# 524435771 Restaurant Supplies	221060	524435771	044.04.2022	60-612-902-53-5388-000C	21.18
Inv# 524435771 Cleaning Supplies	221060	524435771	044.04.2022	60-612-000-53-5316-000C	435.83
Inv# 524435771 General Grocery	221060	524435771	044.04.2022	60-000-000-14-1415-000C	1,018.59
Inv# 524435772 General Grocery	221060	524435772	044.04.2022	60-000-000-14-1415-000C	161.52
Inv# 524435772 Dairy	221060	524435772	044.04.2022	60-000-000-14-1414-000C	327.14
Inv# 524435772 Meat	221060	524435772	044.04.2022	60-000-000-14-1411-0000	94.26
Inv# 524439840 Meat	221060	524439840	044.04.2022	60-000-000-14-1411-0000	1,033.16
Inv# 524439840 General Grocery	221060	524439840	044.04.2022	60-000-000-14-1415-000C	1,702.63
Inv# 524439840 Dairy	221060	524439840	044.04.2022	60-000-000-14-1414-000C	420.49
Inv# 524439841 Restaurant Supplies	221060	524439841	044.04.2022	60-612-902-53-5388-000C	43.34
Inv# 524439841 General Grocery	221060	524439841	044.04.2022	60-000-000-14-1415-000C	181.34
Inv# 524439841 Meat	221060	524439841	044.04.2022	60-000-000-14-1411-0000	757.99
Inv# 524439842 General Grocery	221060	524439842	044.04.2022	60-000-000-14-1415-000C	59.78
Inv# 524439843 General Grocery	221060	524439843	044.04.2022	60-000-000-14-1415-000C	1,205.17
Inv# 524439843 Produce	221060	524439843	044.04.2022	60-000-000-14-1413-000C	44.36
Inv# 524439843 Dairy	221060	524439843	044.04.2022	60-000-000-14-1414-000C	757.55
Inv# 524439843 Meat	221060	524439843	044.04.2022	60-000-000-14-1411-0000	544.46
Inv# 524439843 Meat	221060	524439843	044.04.2022	60-000-000-14-1411-0000	574.37
Inv# 524439843 Restaurant Supplies	221060	524439843	044.04.2022	60-612-902-53-5388-000C	243.59
Inv# 524439843 Cleaning Supplies	221060	524439843	044.04.2022	60-612-000-53-5316-000C	158.99
Inv# 524442026 Restaurant Supplies	221128	524442026	051.05.2022	60-612-902-53-5388-000C	118.64
Inv# 524442137 Banquet Supplies	221128	524442137	051.05.2022	60-612-901-53-5390-000C	104.94
Inv# 524445305 Restaurant Supplies	221060	524445305	044.04.2022	60-612-902-53-5388-000C	649.08
Inv# 524445305 Meat	221060	524445305	044.04.2022	60-000-000-14-1411-0000	312.82
Inv# 524445305 Meat	221060	524445305	044.04.2022	60-000-000-14-1411-0000	346.54
Inv# 524445305 General Grocery	221060	524445305	044.04.2022	60-000-000-14-1415-000C	1,008.07
Inv# 524445305 Dairy	221060	524445305	044.04.2022	60-000-000-14-1414-000C	454.10
Inv# 524451499 Banquet Supplies	221128	524451499	051.05.2022	60-612-901-53-5390-000C	209.88
Inv# 524451889 Dairy	221128	524451889	051.05.2022	60-000-000-14-1414-000C	128.00
Inv# 524451889 General Grocery	221128	524451889	051.05.2022	60-000-000-14-1415-000C	1,020.37
Inv# 524451889 Meat	221128	524451889	051.05.2022	60-000-000-14-1411-0000	1,065.38
Inv# 524451889 Produce	221128	524451889	051.05.2022	60-000-000-14-1413-000C	44.36
Inv# 524451889 Banquet Supplies	221128	524451889	051.05.2022	60-612-901-53-5390-000C	65.88
Inv# 524451889 Banquet Supplies	221128	524451889	051.05.2022	60-612-901-53-5390-000C	374.98
Inv# 524451889 Cleaning Supplies	221128	524451889	051.05.2022	60-612-000-53-5316-000C	233.53
Inv# 524455780 General Grocery	221128	524455780	051.05.2022	60-000-000-14-1415-000C	917.00
Inv# 524455780 Restaurant Supplies	221128	524455780	051.05.2022	60-612-902-53-5388-000C	695.01
Inv# 524455780 Meat	221128	524455780	051.05.2022	60-000-000-14-1411-0000	1,522.27
Inv# 524455780 Meat	221128	524455780	051.05.2022	60-000-000-14-1411-0000	173.90
Inv# 524455780 Dairy	221128	524455780	051.05.2022	60-000-000-14-1414-000C	751.04
Inv# 524461389 Meat	221128	524461389	051.05.2022	60-000-000-14-1411-0000	1,191.65
Inv# 524461389 Cleaning Supplies	221128	524461389	051.05.2022	60-612-000-53-5316-000C	317.98
Inv# 524461389 General Grocery	221128	524461389	051.05.2022	60-000-000-14-1415-000C	1,193.21
Inv# 524461389 Dairy	221128	524461389	051.05.2022	60-000-000-14-1414-000C	621.18
Inv# 524461389 Restaurant Supplies	221128	524461389	051.05.2022	60-612-902-53-5388-000C	405.17
Vendor Total:					45,899.06

Fund	Description	Vendor No	Vendor Name				
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
02263	Heritage Wine Cellars Ltd.						
Inv# 2126011	Liquor	220892	2126011	042.04.2022	60-000-000-14-1412-0000	312.00	
Inv# 2139899	Liquor	221104	2139899	051.05.2022	60-000-000-14-1412-0000	160.00	
					Vendor Total:	472.00	
02289	Covered Affairs						
Inv# 62299	Event Linens	221021	62299	044.04.2022	60-612-901-52-5292-0000	424.00	
					Vendor Total:	424.00	
02396	Nadeau's Ice Sculptures, Inc.						
Inv# 28015	Down Payment on Ice Sculptures	221043	28015	044.04.2022	60-612-901-52-5292-0000	1,057.00	
					Vendor Total:	1,057.00	
02796	NAPA						
Invoice # 4496-170592	Oil Filters	220907	4496-170592	042.04.2022	60-601-000-53-5315-0000	78.30	
					Vendor Total:	78.30	
03113	Airgas National Carbonation						
Bulk CO2 Invoice # 9124043125		220857	9124043125	042.04.2022	60-612-000-52-5220-0000	208.75	
Bulk CO2 Inv# 9124857466		221073	9124857466	051.05.2022	60-612-000-52-5220-0000	207.23	
					Vendor Total:	415.98	
03163	Advanced Turf Solutions						
Proxy Plant Growth Regulator		221002	SO973560.2	044.04.2022	60-601-000-53-5335-0000	784.00	
Nozzles for Sprayers		221002	SO998976	044.04.2022	60-601-000-53-5315-0000	129.83	
					Vendor Total:	913.83	
03209	Sunbelt Rentals Inc.						
Equipment Rental AGC Starter Shed		221059	122972845-0001	044.04.2022	60-611-000-53-5393-0000	925.70	
					Vendor Total:	925.70	
03219	Novatoo						
Inv# 12696	Event Rental	220908	12696	042.04.2022	60-612-901-52-5292-0000	320.00	
					Vendor Total:	320.00	
03294	CityCom Marketing LLC						
GolfTrips.com		221015	105173	044.04.2022	60-611-415-54-5426-0000	500.00	
					Vendor Total:	500.00	
03481	Tressler LLP						
Services through 033122		221064	444690	044.04.2022	60-000-000-52-5207-0000	1,966.67	
					Vendor Total:	1,966.67	
03574	The Knot Worldwide Inc						
Arrowhead Weddings Premium Banner		221129	INVUSD591673850	051.05.2022	60-612-415-54-5426-0000	710.00	
					Vendor Total:	710.00	
03754	Comcast Cable						
AGC Clubhouse 041422-051322		220945	87712049102197_05	043.04.2022	60-000-000-52-5262-0000	248.85	
					Vendor Total:	248.85	
03817	Mity Lite Inc.						
Inv# SO123417	Banquet Tables	221114	SO123417	051.05.2022	60-612-901-53-5390-0000	9,376.00	
					Vendor Total:	9,376.00	
04040	Wiesbrook School PTA						

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Restaurant Fundraiser 042222				221138	042222	051.05.2022	60-000-000-54-5438-000C	62.46
								Vendor Total:	62.46
04296	Culligan DuPage Soft Water Service Inc								
	Arrowhead Drinking Water March 2022	220879	261958_0322W	042.04.2022				60-000-000-52-5210-000C	62.50
	Arrowhead Annual Cooler Rental April 2022	220879	261958_0422R	042.04.2022				60-000-000-52-5210-000C	18.00
	Arrowhead Softner Rental April 2022	220879	261958_0422RS	042.04.2022				60-612-000-52-5210-000C	102.00
								Vendor Total:	182.50
04508	Get Fresh Produce Inc.								
	Inv# 04017424 Produce	220888	04017424	042.04.2022				60-000-000-14-1413-000C	517.90
	Inv# 04019642 Produce	220888	04019642	042.04.2022				60-000-000-14-1413-000C	485.50
	Inv# 04022076 Produce	220888	04022076	042.04.2022				60-000-000-14-1413-000C	495.20
	Inv# 04022990 Produce	220960	04022990	043.04.2022				60-000-000-14-1413-000C	701.50
	Inv# 04025620 Produce	220960	04025620	043.04.2022				60-000-000-14-1413-000C	514.60
	Inv# 04027851 Produce	220960	04027851	043.04.2022				60-000-000-14-1413-000C	371.70
	Inv# 04028695 Produce	221027	04028695	044.04.2022				60-000-000-14-1413-000C	775.90
	Inv# 04030816 Produce	221027	04030816	044.04.2022				60-000-000-14-1413-000C	1,277.00
	Inv# 04033238 Produce	221027	04033238	044.04.2022				60-000-000-14-1413-000C	770.85
	Inv# 04033521 Produce	221027	04033521	044.04.2022				60-000-000-14-1413-000C	63.00
	Inv# 04035384 Produce	221101	04035384	051.05.2022				60-000-000-14-1413-000C	650.60
	Inv# 04036540 Produce	221101	04036540	051.05.2022				60-000-000-14-1413-000C	238.75
	Inv# 04038161 Produce	221101	04038161	051.05.2022				60-000-000-14-1413-000C	742.70
	Inv# 04039254 Produce	221101	04039254	051.05.2022				60-000-000-14-1413-000C	683.00
	Inv# 04039261 Dairy	221101	04039261	051.05.2022				60-000-000-14-1414-000C	17.25
								Vendor Total:	8,305.45
04567	Casino Party Professionals Inc								
	Inv# 228247710 Deposit for Casino Games 05/1- 221010	228247710		044.04.2022				60-612-901-52-5292-000C	1,262.50
								Vendor Total:	1,262.50
04836	V3 Companies of Illinois LTD								
	AGC Shoreline Stabilization	220925	Application# 1	042.04.2022				60-611-000-57-5701-0000	92,210.78
								Vendor Total:	92,210.78
04888	Feece Oil Company								
	515 Gallons of Regular Gasoline	221096	3872884	051.05.2022				60-601-000-53-5348-000C	1,921.95
								Vendor Total:	1,921.95
05138	Wyatts CO2 & Beer Line Cleaning								
	Inv# 29006 Nitro Tanks	220999	29006	043.04.2022				60-612-902-53-5388-000C	75.00
	Inv# 29046 Nitro Tanks	220999	29046	043.04.2022				60-612-902-53-5388-000C	75.00
	Inv# 29060 Nitro Tanks	221068	29060	044.04.2022				60-612-902-53-5388-000C	150.00
								Vendor Total:	300.00
05160	Ameriscape Inc.								
	Pine Straw	220862	54888	042.04.2022				60-601-000-53-5331-000C	3,881.40
								Vendor Total:	3,881.40
05162	Hines Building Supply - US LBM LLC								
	AGC Startershed Roof	220894	5138717	042.04.2022				60-611-000-53-5393-0000	278.00
	AGC Startershed Roof	220894	5138747	042.04.2022				60-611-000-53-5393-0000	374.24
								Vendor Total:	652.24
05491	Reach Sports Marketing Group Inc.								
	Inv# 79001 Digital Screen for F&B	220984	79001	043.04.2022				60-612-000-52-5210-000C	350.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									350.00
05496	Nexbelt LLC								
EDC Belt OG		220976	281319	043.04.2022	60-000-000-14-1431-0000				32.12
Vendor Total:									32.12
05535	Global Golf Sales Inc.								
100 Printed Hex Pencils		221028	369473	044.04.2022	60-611-911-53-5301-0000				1,205.48
Vendor Total:									1,205.48
05540	Performance Chemical & Supply								
Urinal Screens		221050	274048	044.04.2022	60-000-000-53-5316-0000				57.90
Hand Soap		220983	274698	043.04.2022	60-000-000-53-5316-0000				526.08
Belt for Vacuum		221119	274970	051.05.2022	60-000-000-53-5312-0000				95.24
Vendor Total:									679.22
05733	Steiner Electric Company								
AGC Starter Shed Electrical		220918	S007117850.001	042.04.2022	60-611-000-53-5393-0000				2,517.33
AGC Starter Shed Electrical		220918	S007120538.001	042.04.2022	60-611-000-53-5393-0000				273.91
Vendor Total:									2,791.24
05750	Bones Transportation Inc.								
Shipping Signature XL 9000 Bunker Sand		221081	27411	051.05.2022	60-601-000-53-5331-0000				1,642.20
Vendor Total:									1,642.20
05765	Luetkehans, Phillip								
Services through 03.22.22		220902	58	042.04.2022	60-000-000-52-5207-0000				676.00
Services through 04.20.22		221110	59	051.05.2022	60-000-000-52-5207-0000				851.50
Vendor Total:									1,527.50
05810	US Bank Equipment Finance								
AGC Clubhouse April 2022		220924	82279_0422	042.04.2022	60-000-000-52-5211-0000				568.04
Vendor Total:									568.04
05816	Breakthru Beverage Illinois, LLC								
Inv# 343538519 Liquor		220868	343538519	042.04.2022	60-000-000-14-1412-0000				385.15
Inv# 343728679 Liquor		221006	343728679	044.04.2022	60-000-000-14-1412-0000				871.81
Inv# 343812826 Liquor		221082	343812826	051.05.2022	60-000-000-14-1412-0000				1,115.08
Vendor Total:									2,372.04
05943	COEO SOLUTIONS LLC								
AGC May 2022		221088	11000057_0522	051.05.2022	60-000-000-52-5262-0000				787.83
Vendor Total:									787.83
06029	Cage Engineering Inc.								
AGC Shoreline Stabilization		220870	5439	042.04.2022	60-611-000-57-5701-0000				1,470.00
Vendor Total:									1,470.00
06308	Westlake Hardware Inc								
Fuse Holder		221135	12608463	051.05.2022	60-601-000-53-5315-0000				31.26
Nozzles		221135	12608464	051.05.2022	60-611-911-53-5301-0000				43.17
Fasteners for Pond Fountain/Saw Blades		221135	12608506	051.05.2022	60-601-000-53-5343-0000				98.69
Irrigation		221135	12608529	051.05.2022	60-601-000-53-5343-0000				11.84
Hose Nozzle Gun/Coupling/Leader		221135	12608550	051.05.2022	60-601-000-53-5315-0000				85.22
Scuffle Hoe/Garden Hoe/ Knee Pad		221135	12608554	051.05.2022	60-601-000-53-5342-0000				82.76
Scuffle Hoes/Sharpening Files		221135	12608557	051.05.2022	60-601-000-53-5342-0000				66.56

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									419.50
06434	Concentric Ventures Incorporated								
Inv# 10148	March Liquor Consulting	220876	10148	042.04.2022	60-612-000-52-5210-0000				1,300.00
Vendor Total:									1,300.00
06528	Swannies Golf Apparel Co								
Mens Swannies Order		220993	14639	043.04.2022	60-000-000-14-1431-0000				1,976.05
Vendor Total:									1,976.05
06542	Peerless Network Inc								
AGC 041522-051422		220910	97900018657_0522	042.04.2022	60-000-000-52-5262-0000				107.67
Vendor Total:									107.67
06626	Cozzini Bros, Inc.								
Inv# C10880646	Cutlery Service	220951	C10880646	043.04.2022	60-612-000-52-5210-0000				33.00
Vendor Total:									33.00
06640	Yamaha Motor Finance Corporation U.S.A.								
GPS Lease Agreement May 2022		221000	770476	043.04.2022	60-611-000-52-5211-0000				3,080.00
Vendor Total:									3,080.00
06670	Brinks Incorporated								
04/2022 Armored Services for AGC		220869	11895767	042.04.2022	60-000-000-52-5214-0000				128.10
Vendor Total:									128.10
06674	Lingo Communications LLC								
AGC Golf 040422-050322		220901	960579_0522	042.04.2022	60-611-000-52-5262-0000				180.70
AGC Banquets 040422-050322		220901	960579_0522	042.04.2022	60-612-901-52-5262-0000				180.70
AGC Restaurant 040422-050322		220901	960579_0522	042.04.2022	60-612-902-52-5262-0000				186.18
Vendor Total:									547.58
06687	Van-Lang Enterprises								
Inv# 104987	General Grocery	221131	104987	051.05.2022	60-000-000-14-1415-0000				648.00
Vendor Total:									648.00
06766	M&M Event Planners Inc.								
Inv# 3285	Event Linen	220972	3285	043.04.2022	60-612-901-52-5292-0000				514.00
Inv# 3287	Easter Linens	221038	3287	044.04.2022	60-612-901-52-5292-0000				384.00
Vendor Total:									898.00
06798	Jones Global Sports, LLC								
Mens Spring Line		221035	21026910	044.04.2022	60-000-000-14-1431-0000				1,725.80
Mens Spring Line		221035	21026910/2	044.04.2022	60-000-000-14-1431-0000				194.00
Vendor Total:									1,919.80
06895	Protect My Ministry, LLC								
Background Check		220913	940511	042.04.2022	60-418-902-52-5208-0000				23.00
Vendor Total:									23.00
06900	Two Brothers Coffee Roasters								
Inv# 23581	Non-Alcoholic Beverages	220923	23581	042.04.2022	60-000-000-14-1416-0000				763.50
Inv# 23718	Non-Alcoholic Beverages	221130	23718	051.05.2022	60-000-000-14-1416-0000				22.00
Vendor Total:									785.50
06940	Advocate Health and Hospitals Corporation								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Back Evaluations	220936	822094	043.04.2022	60-418-901-52-5208-000C	57.00
				Back Evaluations	220936	822094	043.04.2022	60-418-912-52-5208-000C	114.00
Vendor Total:									171.00
06960	Campagna-Turano Bakery Inc.								
	Inv# 800476699 General Grocery	221009	000476699		044.04.2022	60-000-000-14-1415-000C			164.18
	Inv# 676496226 General Grocery	220944	676496226		043.04.2022	60-000-000-14-1415-000C			109.91
	Inv# 676499226 General Grocery	220871	676499226		042.04.2022	60-000-000-14-1415-000C			130.12
	Inv# 676509094 General Grocery	220944	676509094		043.04.2022	60-000-000-14-1415-000C			282.23
	Inv# 676512350 General Grocery	220944	676512350		043.04.2022	60-000-000-14-1415-000C			68.04
	Inv# 676515353 General Grocery	220944	676515353		043.04.2022	60-000-000-14-1415-000C			138.25
	Inv# 676528481 General Grocery	221009	676528481		044.04.2022	60-000-000-14-1415-000C			209.58
	Inv# 676531425 General Grocery	221009	676531425		044.04.2022	60-000-000-14-1415-000C			369.15
	Inv# 676543970 General Grocery	221083	676543970		051.05.2022	60-000-000-14-1415-000C			123.40
	Inv# 676547016 General Grocery	221083	676547016		051.05.2022	60-000-000-14-1415-000C			260.52
	Inv# 800476043 General Grocery	220944	800476043		043.04.2022	60-000-000-14-1415-000C			183.59
Vendor Total:									2,038.97
06973	Revels Turf and Tractor, LLC								
	Inv# 212523	221123	212523		051.05.2022	60-601-000-53-5315-000C			68.04
Vendor Total:									68.04
06999	Reliable Fire Equipment Co.								
	AGC Installation	221054	57004		044.04.2022	60-000-000-52-5211-0000			1,156.36
	AGC Installation	221054	57005		044.04.2022	60-000-000-52-5211-0000			831.64
	AGC Installation	221054	58893		044.04.2022	60-000-000-52-5211-0000			1,100.00
	AGC Installation	221054	58894		044.04.2022	60-000-000-52-5211-0000			1,100.00
	Fire Alarm Inspections - AGC	221054	59280		044.04.2022	60-000-000-52-5211-0000			905.00
	Fire Alarm Inspections - AGC	221054	59421		044.04.2022	60-000-000-52-5211-0000			1,060.00
	AGC Installation	221054	60823		044.04.2022	60-000-000-52-5211-0000			539.00
	AGC Installation	221054	60824		044.04.2022	60-000-000-52-5211-0000			539.00
Vendor Total:									7,231.00
07026	Yazz Jazz LLC								
	Easter Entertainment	220930	032522		042.04.2022	60-612-901-52-5292-000C			600.00
Vendor Total:									600.00
Fund Total:									306,828.68
70	Information Technology								
05743	Advanced Intelligence Engineering								
	VMware License Renewal	220855	12306		042.04.2022	70-000-000-52-5240-000C			1,891.16
	5 UPS Battery Backups and Surge Protectors	220855	12307		042.04.2022	70-000-000-53-5305-000C			335.95
	Laptop Battery Replacement	220855	12308		042.04.2022	70-000-000-53-5305-000C			83.73
	20 Hour Block of After Hours Support Calls	221072	12309		051.05.2022	70-000-000-52-5240-000C			4,050.00
	Monthly Support April 2022	220935	12343		043.04.2022	70-000-000-52-5240-000C			20,746.90
Vendor Total:									27,107.74
06089	TMA Systems LLC								
	TMA Work Order System	221063	335189		044.04.2022	70-000-000-52-5240-000C			16,665.00
Vendor Total:									16,665.00
Fund Total:									43,772.74
75	Health Insurance								
00270	Flexible Benefit Service Corp.								

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Flex/Cobra Admin Fees for March	221097	FBS-318943	051.05.2022	75-000-000-52-5274-000C	60.00
				Vendor Total:	60.00
06726 Dearborn Life Insurance Company					
Retiree Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-21-2137-000C	25.99
GTL Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-52-5230-000C	1,896.95
Vision Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-52-5231-000C	1,198.79
Foundation% Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-12-1221-000C	6.12
WDSRA% Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-12-1222-000C	12.62
Cobra Insurance Premium May 2022	221093	050122	051.05.2022	75-000-000-12-1223-000C	12.65
				Vendor Total:	3,153.12
				Fund Total:	3,213.12
				Report Total:	735,178.37

Accounts Payable

Checks Approval Document

User: rtucker
Printed: 5/10/2022 - 11:29 AM



Wheaton Park District

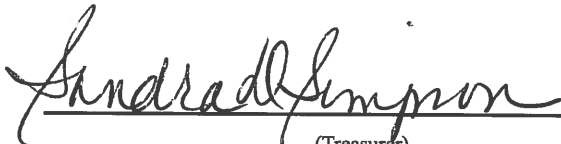
Board of Commissioners Report From the Period Beginning April 13, 2022 and Ending May 10, 2022.

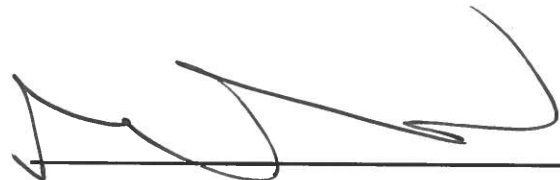
Fund	Description	Amount
10	General	71,611.61
20	Recreation	42,772.23
22	Cosley Zoo	5,758.10
23	Liability	1,567.00
26	IMRF	42,640.55
40	Capital Projects	10.00
60	Golf Fund	47,981.16
70	Information Technology	2,158.67
75	Health Insurance	124,288.75

Report Total: 338,788.07

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 May 18, 2022.


(Treasurer)


(Secretary)

Accounts Payable

Checks Approval List

User: rtucker
Printed: 5/10/2022 - 11:34 AM



Wheaton Park District

Board of Commissioners Report From the Period Beginning April 13, 2022 and Ending May 10, 2022.

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
10	General								
00423	Costco Membership								
	Costco Membership	000111881308899			166879	050122	163.04.2022	10-000-415-54-5425-000C	30.00
	Costco Membership	000111881308899			166879	050122	163.04.2022	10-419-000-54-5425-000C	30.00
								Vendor Total:	60.00
00465	I.M.R.F.								
	03/2022 IMRF				0	033122	141.04.2022	10-000-000-21-2123-000C	7,009.50
	03/2022 IMRF				0	033122	141.04.2022	10-000-000-21-2124-000C	29,161.45
								Vendor Total:	36,170.95
00766	Pre-Paid Legal Service Inc								
	04/22 Pre-Paid Legal				0	043022	141.04.2022	10-000-000-21-2127-000C	380.89
								Vendor Total:	380.89
01091	Aflac								
	April 2022 Aflac				0	263935	141.04.2022	10-000-000-21-2132-000C	273.88
	April 2022 Aflac				0	263935	141.04.2022	10-000-000-21-2131-000C	288.82
								Vendor Total:	562.70
03758	Gow Inc.								
	Gift of Wings Demo Team				166884	2766	161.05.2022	10-000-416-52-5241-1901	600.00
								Vendor Total:	600.00
03829	Texas Life Insurance Company								
	Texas Life Insurance April 2022				0	SB08FS202204130	141.04.2022	10-000-000-21-2130-000C	186.04
								Vendor Total:	186.04
04121	UMB Bank N.A.								
	IGFOA Training				0	0082_2202280000	171.04.2022	10-419-000-54-5432-000C	20.00
	WSJ Subscription March				0	0082_2203020000	171.04.2022	10-419-000-54-5425-000C	38.99
	Sign Shop Supplies				0	0118_2203220000	171.04.2022	10-101-000-53-5314-000C	682.88
	Sign Shop Supplies				0	0118_2203220000	171.04.2022	10-101-000-53-5315-000C	84.77
	Trailblazers Event				0	0140_2203030000	171.04.2022	10-430-000-53-5302-000C	60.37
	Trailblazers Event				0	0140_2203060000	171.04.2022	10-430-000-53-5302-000C	50.24
	2022 Dues for KDRMA Membership				0	0140_2203230000	171.04.2022	10-430-000-54-5425-000C	35.00
	Google Drive Monthly Fee				0	0173_2203010000	171.04.2022	10-000-415-54-5425-000C	9.99
	Graphic Artist Tablet				0	0173_2203030000	171.04.2022	10-000-415-53-5302-000C	79.95
	Name Badges				0	0173_2203030000	171.04.2022	10-000-000-54-5401-000C	23.16
	Name Tag Labels				0	0173_2203050000	171.04.2022	10-000-415-53-5302-000C	64.98
	PSC Garage Door Contact Switch				0	0182_2203210000	171.04.2022	10-101-000-53-5312-000C	59.96
	PSC RTU Circuit Breakers				0	0182_2203220000	171.04.2022	10-101-000-53-5312-000C	879.00
	Benches				0	0182_2203240000	171.04.2022	10-101-000-53-5334-000C	37.58
	Security Camera				0	0182_2203280000	171.04.2022	10-101-000-53-5312-000C	748.00
	SanDisk Memory Card				0	0182_2203280000	171.04.2022	10-101-000-53-5302-000C	38.30
	Solar Flag Pole Light				0	0182_2203300000	171.04.2022	10-101-000-53-5312-000C	39.99
	Rubber Bobcat Tracks				0	0208_2203290000	171.04.2022	10-101-000-53-5315-000C	3,342.00
	Pet Waste Bags				0	0215_2203050000	171.04.2022	10-101-000-53-5316-000C	1,962.64

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
NRPA Certification Exam	0	0223_2203090000	171.04.2022	10-101-000-54-5425-0000	200.00
CPRP Renewal	0	0314_2203070000	171.04.2022	10-101-000-54-5425-0000	65.00
Notepads	0	0314_2203080000	171.04.2022	10-101-000-53-5302-0000	164.90
Credit Shipping Cost	0	0314_2203100000	171.04.2022	10-101-000-53-5312-0000	-21.57
Coffee Creamer	0	0314_2203130000	171.04.2022	10-101-000-53-5302-0000	25.98
Toilet Bowl Cleaner	0	0314_2203180000	171.04.2022	10-101-000-53-5316-0000	52.00
Plastic Forks and Spoons	0	0314_2203180000	171.04.2022	10-101-000-53-5302-0000	11.36
Heaters	0	0314_2203280000	171.04.2022	10-101-000-53-5312-0000	618.68
Ex Director Hotel Room Legislative Conference	0	0463_2203090000	171.04.2022	10-000-000-54-5432-0000	45.22
New Commissioner IAPD Boot Camp Training	0	0463_2203160000	171.04.2022	10-000-000-54-5401-0000	28.33
Credit Voucher Crowne Plaza Springfield for Ex	0	0463_2203190000	171.04.2022	10-000-000-54-5432-0000	-22.61
NRPA Agency Premier Membership Renewal	0	0463_2203210000	171.04.2022	10-000-000-54-5425-0000	541.66
Sympathy Flowers	0	0463_2203210000	171.04.2022	10-000-000-54-5438-0000	35.63
Sympathy Flowers	0	0463_2203250000	171.04.2022	10-000-000-54-5438-0000	34.54
Job Posting for Payroll Specialist Position	0	0686_2203140000	171.04.2022	10-419-000-54-5434-0000	250.00
Postage	0	0694_2203160000	171.04.2022	10-430-000-53-5304-0000	15.72
Shelf Hardware	0	0694_2203280000	171.04.2022	10-430-000-53-5302-0000	10.20
Label Holders/Tape/File Folders	0	0694_2203290000	171.04.2022	10-430-000-53-5302-0000	81.18
Keurig Coffee	0	0736_2203170000	171.04.2022	10-000-856-53-5302-0000	140.54
Address Labels	0	0744_2203210000	171.04.2022	10-000-415-53-5302-0000	47.98
Equipment 1486	0	0827_2203090000	171.04.2022	10-101-000-53-5315-0000	12.31
Refund of Tax	0	0827_2203090000	171.04.2022	10-101-000-53-5315-0000	-8.48
PSC 1778 Parts	0	0827_2203090000	171.04.2022	10-101-000-53-5315-0000	114.68
Refund of Tax	0	0827_2203110000	171.04.2022	10-101-000-53-5315-0000	-0.91
PSC 41778 Truck 1001	0	0827_2203210000	171.04.2022	10-101-000-53-5315-0000	61.75
Eye Wash	0	0827_2203230000	171.04.2022	10-101-000-53-5303-0000	48.45
Backup Alarm	0	0827_2203290000	171.04.2022	10-101-000-53-5315-0000	51.65
PSC 41967 Parts	0	0827_2203300000	171.04.2022	10-101-000-53-5315-0000	125.99
Equipment 2606 Parts	0	0827_2203300000	171.04.2022	10-101-000-53-5315-0000	58.20
Mailing Postcards	0	0843_2203140000	171.04.2022	10-000-416-53-5346-1908	297.49
Wristbands for Concerts	0	0843_2203200000	171.04.2022	10-000-416-53-5346-1908	25.27
Equipment used for Race Wheaton	0	0843_2203200000	171.04.2022	10-000-416-53-5346-1908	15.00
Equipment used for Race Wheaton	0	0843_2203200000	171.04.2022	10-000-416-53-5346-1910	15.00
Cups for Fun Run	0	0843_2203270000	171.04.2022	10-000-416-53-5346-1908	77.15
Spring Top Waste Cans	0	0850_2203100000	171.04.2022	10-101-856-53-5316-0000	30.28
Distilled Vinegar	0	0850_2203150000	171.04.2022	10-101-856-53-5316-0000	49.49
GOJO Antibacterial Soap Refill	0	0850_2203170000	171.04.2022	10-101-856-53-5316-0000	166.30
Clear Liner Bags	0	0850_2203170000	171.04.2022	10-101-856-53-5316-0000	54.44
Jumbo Toilet Paper/Kitchen Paper Towels/Blue 10	0	0850_2203310000	171.04.2022	10-101-856-53-5316-0000	147.21
All Weather Vinyl Labeling	0	9193_2203090000	171.04.2022	10-101-000-53-5334-0000	277.79
Return of Bulk Fasteners	0	9193_2203110000	171.04.2022	10-101-000-53-5334-0000	-22.03
Cream of Wheaton Electrical	0	9193_2203150000	171.04.2022	10-101-000-53-5312-0000	205.26
Cream of Wheaton Electrical	0	9193_2203150000	171.04.2022	10-101-000-53-5312-0000	284.25
Cream of Wheaton Electrical	0	9193_2203160000	171.04.2022	10-101-000-53-5312-0000	225.40
Cream of Wheaton Electrical	0	9193_2203160000	171.04.2022	10-101-000-53-5312-0000	104.02
Cream of Wheaton Cord Protectors	0	9193_2203210000	171.04.2022	10-101-000-53-5334-0000	97.85
Bandshell	0	9193_2203220000	171.04.2022	10-101-000-53-5312-0000	315.00
Cream of Wheaton Electrical	0	9193_2203220000	171.04.2022	10-101-000-53-5312-0000	56.99
Waterproof Tape	0	9193_2203220000	171.04.2022	10-101-000-53-5334-0000	83.97
Womens Restroom Fan	0	9193_2203230000	171.04.2022	10-101-856-53-5312-0000	80.56
Cream of Wheaton Bandshell Breaker	0	9193_2203230000	171.04.2022	10-101-000-53-5313-0000	36.00
Restroom	0	9193_2203230000	171.04.2022	10-101-854-53-5312-0000	15.88
Cream of Wheaton Electrical	0	9193_2203240000	171.04.2022	10-101-000-53-5312-0000	231.20
Holiday Light Sample	0	9193_2203240000	171.04.2022	10-101-000-53-5312-0000	386.11
Books for Electrical Test	0	9193_2203280000	171.04.2022	10-101-000-54-5432-0000	161.31
Cream of Wheaton Electrical	0	9193_2203280000	171.04.2022	10-101-000-53-5312-0000	16.78
Books for Electrical Test	0	9193_2203280000	171.04.2022	10-101-000-54-5432-0000	110.26
Cream of Wheaton Electrical	0	9193_2203280000	171.04.2022	10-101-000-53-5312-0000	104.45

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Returned Cords	0	9193_2203310000	171.04.2022	10-101-000-53-5312-000C	-225.40
				Repair Kit Closet	0	9193_2203310000	171.04.2022	10-101-000-53-5311-000C	105.84
				Stone to Set New Electrical Ground Vaults	0	9292_2203020000	171.04.2022	10-101-000-53-5312-000C	43.80
				Parts for CC	0	9292_2203030000	171.04.2022	10-101-000-53-5311-000C	153.08
				Arrowhead	0	9292_2203030000	171.04.2022	10-101-000-53-5312-000C	56.51
				Museum Gate	0	9292_2203040000	171.04.2022	10-101-000-53-5334-000C	53.92
				Hot Surface Igniter	0	9292_2203040000	171.04.2022	10-101-000-53-5312-000C	123.50
				Graf Playground	0	9292_2203040000	171.04.2022	10-101-000-53-5334-000C	6.36
				Clocktower Repairs	0	9292_2203150000	171.04.2022	10-101-000-53-5345-000C	398.98
				Rental Chipping Hammer	0	9292_2203170000	171.04.2022	10-101-000-52-5220-000C	50.00
				Clocktower Repairs	0	9292_2203170000	171.04.2022	10-101-000-53-5345-000C	216.95
				Refund of Rental	0	9292_2203170000	171.04.2022	10-101-000-52-5220-000C	-3.00
				Clocktower Repairs	0	9292_2203170000	171.04.2022	10-101-000-53-5311-000C	184.82
				Clocktower Repairs	0	9292_2203180000	171.04.2022	10-101-000-53-5334-000C	79.86
				Clocktower Repairs	0	9292_2203180000	171.04.2022	10-101-000-53-5311-000C	154.88
				Clocktower Supplies	0	9292_2203210000	171.04.2022	10-101-000-53-5316-000C	116.64
				Lunch Meeting	0	9342_2203040000	171.04.2022	10-000-415-54-5432-000C	30.08
				Wheaton Chamber Womens Expo	0	9342_2203080000	171.04.2022	10-000-415-54-5432-000C	35.00
				Celebration Bags	0	9342_2203090000	171.04.2022	10-000-416-53-5346-190E	720.00
				Wp Engine	0	9342_2203250000	171.04.2022	10-000-415-54-5426-000C	290.00
				Vendor Total:					17,286.68
04221	Plug & Pay Technologies								
	03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	10-000-000-52-5239-000C				15.00
	03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	10-000-416-52-5239-190C				15.00
	03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	10-101-000-52-5239-000C				15.00
	Vendor Total:								45.00
04287	Global Payments Inc								
	03/22 Merchant CC Processing Fees	0	033122	141.04.2022	10-000-000-52-5239-000C				46.32
	03/22 Merchant CC Processing Fees	0	033122	141.04.2022	10-000-000-12-1226-000C				108.62
	03/22 Merchant CC Processing Fees	0	033122	141.04.2022	10-000-416-52-5239-190C				137.08
	03/22 Merchant CC Processing Fees	0	033122	141.04.2022	10-101-000-52-5239-000C				150.64
	Vendor Total:								442.66
04374	Wheaton Bank and Trust Company								
	03/22 WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	10-000-000-12-1228-000C				93.96
	03/22 WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	10-000-000-12-1226-000C				12.31
	03/22 WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	10-000-000-12-1226-000C				12.84
	03/22 WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	10-000-000-52-5214-000C				311.64
	Vendor Total:								430.75
06279	Paylocity Corporation								
	04/08/2022 Payroll Processing	0	110026292	141.04.2022	10-000-000-52-5211-000C				193.05
	04/22/2022 Payroll Processing	0	110106587	141.04.2022	10-000-000-52-5211-000C				636.94
	Vendor Total:								829.99
06874	Standard Retirement Services Inc.								
	04/08/2022 Deferred Comp	0	040822	141.04.2022	10-000-000-21-2126-000C				5,623.99
	04/08/2022 Deferred Comp	0	040822	141.04.2022	10-000-000-21-2135-000C				2,861.12
	04/22/2022 Deferred Comp	0	042222	141.04.2022	10-000-000-21-2126-000C				5,647.05
	04/22/2022 Deferred Comp	0	042222	141.04.2022	10-000-000-21-2135-000C				483.79
	Vendor Total:								14,615.95
	Fund Total:								71,611.61

Fund	Description					
Vendor No	Vendor Name					
Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
00423	Costco Membership					
Costco Membership	000111881308899	166879	050122	163.04.2022	20-000-112-54-5425-0000	30.00
Costco Membership	000111881308899	166879	050122	163.04.2022	20-000-200-54-5425-0000	30.00
Costco Membership	000111881308899	166879	050122	163.04.2022	20-000-205-54-5425-0000	60.00
Vendor Total:						120.00
04121	UMB Bank N.A.					
IYSA Safety Fee		0	0074_2203020000	171.04.2022	20-000-205-54-5432-0000	20.50
Soccer Staff Training Lunch		0	0074_2203100000	171.04.2022	20-220-204-53-5301-4451	159.98
Soccer Concessions		0	0074_2203100000	171.04.2022	20-220-204-53-5301-4451	80.61
Ice Packs		0	0074_2203260000	171.04.2022	20-000-205-53-5302-0000	257.40
PPF DirecTv 02/28/22-03/27/22		0	0134_2203020000	171.04.2022	20-350-302-52-5211-0000	136.99
Staff Lunch		0	0134_2203040000	171.04.2022	20-000-000-54-5434-0000	34.00
Baseball Draft Meeting		0	0134_2203140000	171.04.2022	20-221-222-53-5329-0000	1,603.72
Microfiber Dust Mop/Squeegee/Dust Pan/Mop R		0	0134_2203260000	171.04.2022	20-350-303-53-5301-8885	81.89
PPF DirecTv 03/28/22-04/27/22		0	0134_2203300000	171.04.2022	20-350-302-52-5211-0000	136.99
CAC Call Panel Part		0	0182_2203070000	171.04.2022	20-101-225-53-5313-0000	831.24
Control Board		0	0182_2203290000	171.04.2022	20-101-220-53-5313-0000	726.18
Parts for Batting Cages		0	0182_2203300000	171.04.2022	20-101-225-53-5313-0000	22.98
Name Tags		0	0207_2203150000	171.04.2022	20-000-112-53-5302-0000	180.00
Easter Egg Scavenger and Geocache Hunt Suppl		0	0207_2203290000	171.04.2022	20-220-112-53-5301-6612	366.85
Electrical Supplies		0	0314_2203110000	171.04.2022	20-000-416-52-5241-1905	1,391.76
Paper Cups		0	0348_2203010000	171.04.2022	20-101-220-53-5313-0000	58.50
Bathroom Cleaner		0	0348_2203040000	171.04.2022	20-101-225-53-5316-0000	48.06
Battery Filler		0	0348_2203050000	171.04.2022	20-101-225-53-5316-0000	14.18
Cleaning Supplies		0	0348_2203070000	171.04.2022	20-101-220-53-5316-0000	44.61
Dusting Kit		0	0348_2203090000	171.04.2022	20-101-225-53-5316-0000	43.33
Cleaning Supplies		0	0348_2203100000	171.04.2022	20-101-225-53-5316-0000	13.91
Powder for Hot Tubs		0	0348_2203100000	171.04.2022	20-101-220-53-5313-0000	131.87
Garbage Bags		0	0348_2203180000	171.04.2022	20-101-220-53-5316-0000	148.05
Mops		0	0348_2203200000	171.04.2022	20-101-220-53-5316-0000	91.84
Battery Filler/Drain Opener		0	0348_2203220000	171.04.2022	20-101-220-53-5313-0000	111.96
Refund for Dusting Kit		0	0348_2203300000	171.04.2022	20-101-225-53-5316-0000	-43.33
Lysol Wipes		0	0355_2203020000	171.04.2022	20-000-112-53-5302-0000	36.99
Batteries		0	0355_2203030000	171.04.2022	20-220-112-53-5301-6618	5.98
File Folders/Clips/Eye Wash		0	0355_2203030000	171.04.2022	20-000-000-53-5302-0000	68.97
Lunch at Airport		0	0355_2203180000	171.04.2022	20-000-112-54-5432-0000	16.00
Animal Care Supplies		0	0355_2203250000	171.04.2022	20-220-112-53-5301-6610	11.93
Goody Bag Items		0	0355_2203310000	171.04.2022	20-220-112-53-5301-6612	40.46
Return Items from Daddy/Daughter Dance		0	0454_2203040000	171.04.2022	20-220-209-53-5301-9915	-32.80
Return Items from Daddy/Daughter Dance		0	0454_2203040000	171.04.2022	20-220-209-53-5301-9915	-1.74
Video Licensing for Childrens Theatre		0	0454_2203070000	171.04.2022	20-220-202-52-5280-2266	75.00
Return Items from Daddy/Daughter Dance		0	0454_2203110000	171.04.2022	20-220-209-53-5301-9915	-4.64
Pizza Party		0	0454_2203110000	171.04.2022	20-220-202-53-5301-2266	352.86
Pottery Supplies		0	0454_2203200000	171.04.2022	20-220-201-53-5301-1119	29.95
Pottery Supplies		0	0454_2203240000	171.04.2022	20-220-201-53-5301-1119	102.40
Return of Self Supporting Cones		0	0454_2203240000	171.04.2022	20-220-201-53-5301-1119	-20.00
Ex Director Hotel Room Legislative Conference		0	0463_2203090000	171.04.2022	20-000-000-54-5432-0000	45.22
New Commissioner IAPD Boot Camp Training		0	0463_2203160000	171.04.2022	20-000-000-54-5401-0000	28.34
Credit Voucher Crowne Plaza Springfield for Ex		0	0463_2203190000	171.04.2022	20-000-000-54-5432-0000	-22.61
Sympathy Flowers		0	0463_2203210000	171.04.2022	20-000-000-54-5438-0000	35.63
NRPA Agency Premier Membership Renewal		0	0463_2203210000	171.04.2022	20-000-000-54-5425-0000	541.66
Sympathy Flowers		0	0463_2203250000	171.04.2022	20-000-000-54-5438-0000	34.54
PPFC Manager Job Posting		0	0470_2203250000	171.04.2022	20-418-000-54-5426-0000	180.00
Wings Tournament Sanctioning Paperwork		0	0595_2203020000	171.04.2022	20-000-205-54-5425-0000	20.50
Volleyball Equipment CAC		0	0595_2203090000	171.04.2022	20-220-225-53-5302-0000	238.52
Basketball Tournament		0	0595_2203090000	171.04.2022	20-220-204-52-5280-4445	149.00
Pizza		0	0595_2203100000	171.04.2022	20-220-204-52-5280-4445	111.36

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Refund for Volleyball CAC Equipment	0	0595_2203100000	171.04.2022	20-220-225-53-5302-000C	-17.67
				IPRA Pro Connect	0	0595_2203180000	171.04.2022	20-000-205-54-5425-000C	80.00
				Podcast Hosting Site	0	0595_2203180000	171.04.2022	20-000-205-54-5425-000C	16.00
				Zip Ties/Tie Wraps/Cable Ties	0	0710_2203170000	171.04.2022	20-220-204-53-5301-000C	42.71
				Baseball Hats	0	0710_2203230000	171.04.2022	20-221-223-53-5302-000C	73.45
				Giordanos Pizza	0	0710_2203260000	171.04.2022	20-000-000-54-5434-000C	71.97
				Come From Away Trip Lunch 3/2/22	0	0769_2203020000	171.04.2022	20-220-304-52-5280-5531	1,274.40
				Evita Drury Lane	0	0769_2203090000	171.04.2022	20-220-304-52-5280-5545	421.33
				Broadway in Chicago	0	0769_2203250000	171.04.2022	20-220-304-52-5280-5531	2,312.50
				Dixon Trip	0	0769_2203280000	171.04.2022	20-220-304-52-5280-5522	128.00
				Curate Kitchen	0	0769_2203290000	171.04.2022	20-220-304-52-5280-5522	317.58
				Face Painter Retainer	0	0843_2203070000	171.04.2022	20-000-416-52-5241-1905	135.00
				Equipment used for Race Wheaton	0	0843_2203200000	171.04.2022	20-350-302-53-5346-1925	15.00
				Kwik Goal Clips	0	0868_2203240000	171.04.2022	20-220-204-53-5301-4451	352.95
				Batteries	0	9128_2203030000	171.04.2022	20-350-302-53-5352-000C	35.96
				SignUpGenius	0	9128_2203270000	171.04.2022	20-350-302-53-5302-000C	9.99
				Office Supplies	0	9128_2203290000	171.04.2022	20-350-302-53-5302-000C	62.87
				Office Supplies	0	9128_2203300000	171.04.2022	20-350-302-53-5302-000C	108.14
				Cream of Wheaton Electrical	0	9193_2203090000	171.04.2022	20-000-416-52-5241-1905	531.97
				Cream of Wheaton Electrical	0	9193_2203090000	171.04.2022	20-000-416-52-5241-1905	208.89
				Kiln Room Vent	0	9193_2203160000	171.04.2022	20-101-000-53-5313-000C	219.67
				Kiln Room Vent	0	9193_2203170000	171.04.2022	20-101-000-53-5313-000C	32.29
				CC Kiln Repairs	0	9193_2203180000	171.04.2022	20-101-220-53-5313-000C	187.38
				Credit of Tax	0	9193_2203250000	171.04.2022	20-101-000-53-5313-000C	-14.82
				Screen Doors	0	9193_2203250000	171.04.2022	20-101-000-53-5313-000C	578.24
				Credit of Tax	0	9193_2203250000	171.04.2022	20-101-000-53-5313-000C	-11.02
				LM Screen Doors	0	9193_2203290000	171.04.2022	20-101-000-53-5313-000C	79.92
				CAC	0	9193_2203300000	171.04.2022	20-101-225-53-5313-000C	21.56
				Wings Tournament Background Screening	0	9235_2203020000	171.04.2022	20-220-204-53-5301-4465	20.50
				Wings Team Tournament Registration	0	9235_2203100000	171.04.2022	20-220-204-52-5280-4457	750.00
				Wings Team Tournament Registration	0	9235_2203100000	171.04.2022	20-220-204-52-5280-4457	750.00
				Food/Plastic Silverware/Plates for Rams Commi	0	9235_2203100000	171.04.2022	20-221-222-53-5302-000C	698.32
				Wings Team Tournament Registration	0	9235_2203100000	171.04.2022	20-220-204-52-5280-4457	625.00
				Gatorade for Rams Commitment Night	0	9235_2203120000	171.04.2022	20-221-222-53-5302-000C	282.91
				Inflatable for Rams Commitment Night	0	9235_2203140000	171.04.2022	20-221-222-53-5302-000C	374.00
				Inflatable for Rams Commitment Night	0	9235_2203140000	171.04.2022	20-221-222-53-5302-000C	450.00
				Game Film Annual Website Fee	0	9235_2203190000	171.04.2022	20-221-222-53-5302-000C	100.00
				Baseball Uniforms	0	9235_2203230000	171.04.2022	20-221-223-53-5306-000C	345.70
				Rainout Line Annual Membership	0	9235_2203240000	171.04.2022	20-000-205-53-5302-000C	399.00
				Refund of Tax for Baseball Uniform Order	0	9235_2203240000	171.04.2022	20-221-223-53-5306-000C	-25.60
				Kinky Boots Trip - 9/15/21 Rock Bottom Brew	0	9243_2109150000	171.04.2022	20-220-304-52-5280-5531	748.80
				Silvertones Music	0	9243_2203070000	171.04.2022	20-220-304-53-5301-5502	112.50
				Senior Program General Supplies	0	9243_2203080000	171.04.2022	20-220-304-53-5301-550C	21.90
				Return of Candy/Cellophane Bags	0	9243_2203080000	171.04.2022	20-220-304-53-5301-550C	-96.78
				Return of Senior Program General Supplies	0	9243_2203080000	171.04.2022	20-220-304-53-5301-550C	-21.90
				Candy/Cellophane Bags	0	9243_2203080000	171.04.2022	20-220-304-53-5301-550C	96.78
				Crafternoon Supplies	0	9243_2203160000	171.04.2022	20-220-304-53-5301-5501	22.49
				Office Supplies	0	9243_2203160000	171.04.2022	20-220-304-53-5301-550C	15.00
				Fitness Equipment	0	9243_2203160000	171.04.2022	20-220-304-53-5301-550C	50.00
				Tour Gift	0	9243_2203250000	171.04.2022	20-220-304-53-5301-550C	178.07
				Refund for Deposit	0	9243_2203250000	171.04.2022	20-220-304-52-5280-5531	-718.75
				Yarn for Pillow Class	0	9243_2203290000	171.04.2022	20-220-304-53-5301-5501	62.91
				Chicago Travel Expo	0	9243_2203310000	171.04.2022	20-000-304-54-5432-000C	49.00
				Adult Ed Supplies	0	9276_2203010000	171.04.2022	20-220-204-53-5301-4451	27.99
				Adult Ed Supplies	0	9276_2203010000	171.04.2022	20-220-305-53-5301-1014	23.95
				Revenue Development School	0	9276_2203010000	171.04.2022	20-000-112-54-5432-0000	1,938.99
				Zoom Monthly March 2022	0	9276_2203020000	171.04.2022	20-000-000-54-5425-000C	90.00
				Office Supplies	0	9276_2203040000	171.04.2022	20-224-220-53-5302-000C	429.99

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Wide Horizons Supplies	0	9276_2203070000	171.04.2022	20-220-207-53-5301-774€	17.44
				Paper Plates/Retirement Card	0	9276_2203170000	171.04.2022	20-220-203-53-5301-3303	28.73
				Pickleball Supplies	0	9276_2203180000	171.04.2022	20-220-305-53-5301-1014	97.56
				Wide Horizons Supplies	0	9276_2203180000	171.04.2022	20-220-207-53-5301-774€	39.06
				Office Supplies	0	9276_2203300000	171.04.2022	20-224-220-53-5302-000€	27.40
				Community Center Park	0	9292_2203010000	171.04.2022	20-101-220-53-5312-000€	220.98
				CAC Storage	0	9292_2203090000	171.04.2022	20-101-225-53-5313-000€	661.96
				CAC Storage	0	9292_2203110000	171.04.2022	20-101-225-53-5313-000€	217.70
				Kiln Room Pipe	0	9292_2203220000	171.04.2022	20-101-000-53-5313-000€	192.93
				Medic First Aid Renewal	0	9326_2203030000	171.04.2022	20-222-232-53-5302-000€	35.00
				Safety Fair Supplies	0	9326_2203160000	171.04.2022	20-222-232-53-5302-000€	34.91
				Preschool Supplies	0	9391_2203040000	171.04.2022	20-220-207-53-5301-774€	61.06
				Preschool Supplies	0	9391_2203040000	171.04.2022	20-220-207-53-5301-7732	69.00
				Preschool Supplies	0	9391_2203160000	171.04.2022	20-220-207-53-5301-774€	55.34
				Preschool Supplies	0	9391_2203170000	171.04.2022	20-220-207-53-5301-7732	74.44
				Retirement Party Treats	0	9391_2203180000	171.04.2022	20-220-203-53-5301-3303	86.50
Vendor Total:									25,732.63
04221	Plug & Pay Technologies								
		03/22	Plug N Pay Gateway Fees	0	033122	141.04.2022	20-000-000-52-5239-000€	157.60	
		03/22	Plug N Pay Gateway Fees	0	033122	141.04.2022	20-000-112-52-5239-0000	15.00	
		03/22	Plug N Pay Gateway Fees	0	033122	141.04.2022	20-350-303-52-5239-000€	15.00	
		03/22	Plug N Pay Gateway Fees	0	033122	141.04.2022	20-000-304-52-5239-000€	15.00	
Vendor Total:									202.60
04287	Global Payments Inc								
		03/22	Merchant CC Processing Fees	0	033122	141.04.2022	20-350-303-52-5239-000€	44.32	
		03/22	Merchant CC Processing Fees	0	033122	141.04.2022	20-000-000-52-5239-000€	11,090.04	
		03/22	Merchant CC Processing Fees	0	033122	141.04.2022	20-000-112-52-5239-0000	99.68	
		03/22	Merchant CC Processing Fees	0	033122	141.04.2022	20-000-304-52-5239-000€	199.63	
Vendor Total:									11,433.67
04374	Wheaton Bank and Trust Company								
		03/22	WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	20-000-000-52-5214-000€	311.65	
Vendor Total:									311.65
06279	Paylocity Corporation								
		04/08/2022	Payroll Processing	0	110026292	141.04.2022	20-000-000-52-5211-0000	608.85	
		04/22/2022	Payroll Processing	0	110106587	141.04.2022	20-000-000-52-5211-0000	2,008.83	
Vendor Total:									2,617.68
TMP*3558	Pikulyk, Angie								
		Line Dancing Beg1	Refund for Pikulyk	166881	2650420	163.04.2022	20-000-000-20-2025-000€	75.00	
Vendor Total:									75.00
TMP*3560	Combs, Kelly								
		Mean Camp Green	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	135.00	
		Mean Camp Green	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp Illini	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	165.00	
		Camp No Name Wk 1	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	206.00	
		Camp No Name Wk 7	Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000€	206.00	

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

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Camp No Name Wk 9 Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000C	206.00
	Camp No Name Wk10 Refund for Combs	166883	2654434	161.05.2022	20-000-000-20-2025-000C	206.00
Vendor Total:						2,279.00
Fund Total:						42,772.23
22	Cosley Zoo					
03008	Illinois Department of Agriculture					
	Three Year Pesticide Applicator License	166880	26659	163.04.2022	22-501-000-54-5425-000C	60.00
Vendor Total:						60.00
04121	UMB Bank N.A.					
	Donor Lunch	0	0217_2203040000	171.04.2022	22-501-000-53-5302-000C	58.36
	Donor Lunch	0	0217_2203210000	171.04.2022	22-501-000-53-5302-000C	34.37
	Shade Cloth to Tarp Bird Exhibits (HPAI)	0	0217_2203230000	171.04.2022	22-501-000-53-5313-000C	241.25
	Staff Award Lunch	0	0217_2203250000	171.04.2022	22-501-000-53-5302-000C	52.17
	Anti-Fatigue Mat	0	0217_2204010000	171.04.2022	22-501-000-53-5302-000C	72.75
	Mop Heads/Paper Roll Towels/All Purpose Clean	0	0850_2203010000	171.04.2022	22-501-000-53-5316-000C	195.62
	Bleach/Plastic Bottles	0	0850_2203020000	171.04.2022	22-501-000-53-5316-000C	140.26
	Broken Key Extractor Tool Set	0	0850_2203030000	171.04.2022	22-501-000-53-5345-000C	29.99
	LED Light Bulbs	0	0850_2203030000	171.04.2022	22-501-000-53-5313-000C	50.72
	Hex Bolt/Surge Protector/Cabinet Knobs/Air Filter	0	0850_2203060000	171.04.2022	22-501-000-53-5334-000C	77.35
	Jumbo Toilet Paper/Cleaning Supplies	0	0850_2203080000	171.04.2022	22-501-000-53-5316-000C	33.16
	Drawer and Cabinet Locks/Hinges/Paint/Caulk/C	0	0850_2203080000	171.04.2022	22-501-000-53-5347-000C	124.85
	Emergency Weather Alert Radio and Alarm Clock	0	0850_2203120000	171.04.2022	22-501-000-53-5334-000C	29.99
	Surface Cleaner for Pressure Washer	0	0850_2203150000	171.04.2022	22-501-000-53-5345-000C	79.97
	All Purpose Pressure Washer	0	0850_2203150000	171.04.2022	22-501-000-53-5316-000C	16.23
	Exterior Wood/Water Sealer	0	0850_2203160000	171.04.2022	22-501-000-53-5316-000C	24.67
	Mouse Traps/Yard Cart/Super Glue	0	0850_2203170000	171.04.2022	22-501-000-53-5334-000C	242.57
	Ball Bearings/Pool Filters	0	0850_2203190000	171.04.2022	22-501-000-53-5313-000C	58.98
	Pool Filters	0	0850_2203200000	171.04.2022	22-501-000-53-5313-000C	49.99
	Washer and Cotter Pins	0	0850_2203210000	171.04.2022	22-501-000-53-5334-000C	8.39
	Sheet Metal	0	0850_2203220000	171.04.2022	22-501-000-53-5313-000C	11.75
	Cancelled Sheet Metal Order	0	0850_2203220000	171.04.2022	22-501-000-53-5313-000C	-11.75
	Keycrafters/Gorilla Tapes	0	0850_2203280000	171.04.2022	22-501-000-53-5313-000C	45.97
	Insects	0	9441_2203020000	171.04.2022	22-501-000-53-5339-000C	96.85
	Frozen Rodents	0	9441_2203020000	171.04.2022	22-501-000-53-5339-000C	959.50
	Paint Pens for Turtle Marking	0	9441_2203030000	171.04.2022	22-501-000-53-5336-000C	27.25
	Produce	0	9441_2203040000	171.04.2022	22-501-000-53-5339-000C	88.28
	Frozen Quail	0	9441_2203090000	171.04.2022	22-501-000-53-5339-000C	961.14
	Paper Lunch Bags	0	9441_2203110000	171.04.2022	22-501-000-53-5336-000C	2.58
	Produce	0	9441_2203110000	171.04.2022	22-501-000-53-5339-000C	69.50
	Vaccines and Parasite Treatment	0	9441_2203140000	171.04.2022	22-501-000-53-5309-000C	79.44
	Produce	0	9441_2203140000	171.04.2022	22-501-000-53-5339-000C	150.61
	Full Face Shield	0	9441_2203160000	171.04.2022	22-501-000-53-5309-000C	12.99
	Landing Net	0	9441_2203160000	171.04.2022	22-501-000-53-5336-000C	39.99
	Small Kennel	0	9441_2203190000	171.04.2022	22-501-000-53-5325-000C	68.55
	Light Covers for Habitats	0	9441_2203220000	171.04.2022	22-501-000-53-5336-000C	74.98
	Produce	0	9441_2203250000	171.04.2022	22-501-000-53-5339-000C	31.57
	Microscope Cleaning	0	9441_2203300000	171.04.2022	22-501-000-52-5210-000C	155.00
	Biosecurity and Staff Incentive	0	9441_2203310000	171.04.2022	22-501-000-53-5302-000C	68.90
	KDRMA Membership and Passport Program	0	9474_2203170000	171.04.2022	22-501-000-54-5425-000C	130.00
	Basking Lamp	0	9474_2203220000	171.04.2022	22-501-000-53-5336-000C	43.98
	Repti Bark	0	9474_2203220000	171.04.2022	22-501-000-53-5312-000C	235.18
	Crickets and Mealworms	0	9474_2203220000	171.04.2022	22-501-000-53-5339-000C	60.81
	Easter Event Supplies	0	9474_2203230000	171.04.2022	22-220-206-53-5301-669C	41.87
	Easter Event Supplies	0	9474_2203230000	171.04.2022	22-220-206-53-5301-669C	24.45

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Easter Event Supplies	0	9474_2203240000	171.04.2022	22-220-206-53-5301-6690	21.50
				Easter Event Supplies	0	9474_2203280000	171.04.2022	22-220-206-53-5301-6690	21.96
				Easter Event Craft Supplies	0	9474_2203280000	171.04.2022	22-220-206-53-5301-6690	154.99
								Vendor Total:	5,289.48
04221	Plug & Pay Technologies			03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	22-501-000-52-5239-0000	25.55
								Vendor Total:	25.55
06279	Paylocity Corporation			04/08/2022 Payroll Processing	0	110026292	141.04.2022	22-000-000-52-5211-0000	89.10
				04/22/2022 Payroll Processing	0	110106587	141.04.2022	22-000-000-52-5211-0000	293.97
								Vendor Total:	383.07
								Fund Total:	5,758.10
23	Liability			04121 UMB Bank N.A.					
				McAlisters Safety Fair Lunches	0	9102_2203180000	171.04.2022	23-000-000-53-5302-0000	783.50
				McAlisters Safety Fair Lunches	0	9102_2203250000	171.04.2022	23-000-000-53-5302-0000	783.50
								Vendor Total:	1,567.00
								Fund Total:	1,567.00
26	IMRF			00465 I.M.R.F.					
				03/2022 IMRF	0	033122	141.04.2022	26-000-000-21-2124-0000	42,640.55
								Vendor Total:	42,640.55
								Fund Total:	42,640.55
40	Capital Projects			04121 UMB Bank N.A.					
				ILASLA Webinar	0	0223_2203030000	171.04.2022	40-000-000-54-5432-0000	10.00
								Vendor Total:	10.00
								Fund Total:	10.00
60	Golf Fund			04121 UMB Bank N.A.					
				Starter Shed Supplies	0	0118_2203080000	171.04.2022	60-611-000-53-5393-0000	1,086.86
				AGC Starter Shed	0	0118_2203090000	171.04.2022	60-611-000-53-5393-0000	49.99
				AGC Starter Shed	0	0118_2203090000	171.04.2022	60-611-000-53-5393-0000	499.93
				Stretch Wrap/Ratchet Strap/Rebar	0	0118_2203150000	171.04.2022	60-611-000-53-5393-0000	248.56
				AGC DirecTV 02/21/22-04/20/22	0	0134_2203230000	171.04.2022	60-000-000-52-5211-0000	284.99
				Arrowhead Staff Meeting	0	0191_2203090000	171.04.2022	60-000-000-54-5434-0000	133.59
				Brucker Co Part for RTU2	0	0256_2203150000	171.04.2022	60-000-000-54-5441-0000	2,608.75
				Ball Machine Test	0	0256_2203150000	171.04.2022	60-611-000-42-4208-0000	6.00
				Part for Sink	0	0256_2203160000	171.04.2022	60-612-000-54-5441-0000	134.00
				Plumbing and Heat Parts for Sink	0	0256_2203170000	171.04.2022	60-612-000-54-5441-0000	353.60
				Part for West Trailer	0	0256_2203170000	171.04.2022	60-000-000-54-5441-0000	315.79
				Parts for Sink	0	0256_2203170000	171.04.2022	60-612-000-54-5441-0000	50.09
				PVC Bushing/Clamp/Pump Hose	0	0256_2203220000	171.04.2022	60-000-000-53-5313-0000	28.78
				Filters and V-Belts	0	0256_2203280000	171.04.2022	60-000-000-53-5313-0000	336.16
				AGC Restaurant Interview Lunch	0	0331_2203040000	171.04.2022	60-000-000-54-5434-0000	57.59
				Laminating Pouches	0	0331_2203130000	171.04.2022	60-000-000-53-5302-0000	26.58

Fund
Vendor No

Description
Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Ex Director Hotel Room Legislative Conference	0	0463_2203090000	171.04.2022	60-000-000-54-5432-000C	45.22
New Commissioner IAPD Boot Camp Training	0	0463_2203160000	171.04.2022	60-000-000-54-5401-000C	28.33
Credit Voucher Crowne Plaza Springfield for Ex	0	0463_2203190000	171.04.2022	60-000-000-54-5432-000C	-22.61
NRPA Agency Premier Membership Renewal	0	0463_2203210000	171.04.2022	60-000-000-54-5425-000C	541.68
Sympathy Flowers	0	0463_2203210000	171.04.2022	60-000-000-54-5438-000C	35.64
Sympathy Flowers	0	0463_2203250000	171.04.2022	60-000-000-54-5438-000C	34.55
Paint for Ski Shop	0	0538_2203040000	171.04.2022	60-000-000-53-5347-000C	138.72
Mixing Bowls for Kitchen	0	0538_2203300000	171.04.2022	60-612-902-53-5388-000C	123.90
Banquet Supplies	0	0660_2203090000	171.04.2022	60-612-901-53-5390-000C	99.37
White Out	0	0660_2203140000	171.04.2022	60-000-000-53-5302-000C	1.98
Beef Jerky for Halfway House	0	0660_2203150000	171.04.2022	60-000-000-14-1415-000C	147.96
AGC Staff Gathering	0	0660_2203160000	171.04.2022	60-000-000-54-5434-000C	140.67
Halfway House Menu	0	0660_2203180000	171.04.2022	60-612-902-53-5388-000C	85.00
Easter Brunch Goodies	0	0660_2203280000	171.04.2022	60-612-901-53-5390-000C	230.24
Online Reservation Service	0	0660_2203300000	171.04.2022	60-000-000-52-5211-000C	767.00
Office Supplies	0	0660_2203300000	171.04.2022	60-000-000-53-5302-000C	13.70
SiriusXM March 2022	0	0751_2203010000	171.04.2022	60-000-000-52-5211-000C	60.94
Restaurant Chair Guards	0	0751_2203020000	171.04.2022	60-612-902-53-5388-000C	284.42
Servsafe Manager Course	0	0751_2203030000	171.04.2022	60-000-000-54-5432-000C	179.00
Desserts	0	0751_2203030000	171.04.2022	60-612-901-52-5292-000C	228.43
Serving Trays	0	0751_2203030000	171.04.2022	60-612-901-53-5390-000C	1,406.64
Credit on Damaged Cake	0	0751_2203040000	171.04.2022	60-612-901-52-5292-000C	-103.00
Rice/Beans	0	0777_2203010000	171.04.2022	60-000-000-14-1413-000C	5.98
Zola.Com Advertising	0	0777_2203070000	171.04.2022	60-612-415-54-5426-000C	100.00
Baskets for Raffle Prizes for Showcase	0	0777_2203080000	171.04.2022	60-000-000-53-5302-000C	24.00
Return of Baskets for Raffle Prizes	0	0777_2203080000	171.04.2022	60-000-000-53-5302-000C	-25.92
Produce	0	0777_2203100000	171.04.2022	60-000-000-14-1413-000C	6.01
Pizza for Celebrating Anniversary	0	0777_2203110000	171.04.2022	60-000-000-54-5434-000C	48.50
Casino Night Volunteers	0	0777_2203110000	171.04.2022	60-612-901-52-5292-000C	100.00
Blue Cheese	0	0777_2203130000	171.04.2022	60-000-000-14-1414-000C	69.90
Return of Blue Cheese	0	0777_2203150000	171.04.2022	60-000-000-14-1414-000C	-49.79
Mushrooms	0	0777_2203150000	171.04.2022	60-000-000-14-1413-000C	5.99
Beer for Bar	0	0777_2203170000	171.04.2022	60-000-000-14-1412-000C	26.97
Luxardo Cherries	0	0777_2203190000	171.04.2022	60-000-000-14-1415-000C	113.94
Beer for Banquets	0	0777_2203250000	171.04.2022	60-000-000-14-1412-000C	29.97
Theknot/Weddingwire Advertising	0	0777_2203280000	171.04.2022	60-612-415-54-5426-000C	710.00
Banquet Vests and Ties	0	0777_2203300000	171.04.2022	60-612-901-53-5330-000C	624.05
Pzza for Banquet Training	0	0777_2203300000	171.04.2022	60-000-000-54-5434-000C	158.13
Candy for Easter Eggs	0	0777_2203300000	171.04.2022	60-612-901-52-5292-000C	28.45
Restaurant Supplies	0	0785_2203080000	171.04.2022	60-612-902-53-5388-000C	38.74
New Dinner Plates	0	0785_2203150000	171.04.2022	60-612-902-53-5388-000C	682.77
IPRA Assistant Golf Course Superintendent Post	0	0819_2203080000	171.04.2022	60-418-000-54-5426-000C	180.00
IPRA Director of Food and Beverage Posting	0	0819_2203100000	171.04.2022	60-418-000-54-5426-000C	180.00
MAGCS Membership Registrations	0	9060_2203100000	171.04.2022	60-000-000-54-5425-000C	385.00
MAGCS Membership	0	9060_2203140000	171.04.2022	60-000-000-54-5425-000C	50.00
Snap-On Tools	0	9060_2203140000	171.04.2022	60-601-000-53-5315-000C	228.00
Kirby Markers	0	9060_2203180000	171.04.2022	60-601-000-53-5342-000C	955.00
Aqua Patch	0	9060_2203250000	171.04.2022	60-000-000-53-5349-000C	1,439.64
Ground Socket Systems	0	9060_2203300000	171.04.2022	60-601-000-53-5342-000C	297.48
Yelp February 2022	0	9342_2203010000	171.04.2022	60-611-415-54-5426-000C	75.00
Monthly Cms Text Llc	0	9342_2203020000	171.04.2022	60-611-415-54-5426-000C	63.90
Here Comes the Guide	0	9342_2203200000	171.04.2022	60-612-415-54-5426-000C	75.00
Vendor Total:					17,315.75
04221 Plug & Pay Technologies					
03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	60-611-000-52-5239-000C	21.75
03/22 Plug N Pay Gateway Fees	0	033122	141.04.2022	60-612-000-52-5239-000C	15.00

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					36.75
04274 Columbus Data Services LLC					
03/22 ATM ICHG Trans Service Fees	0	033122	141.04.2022	60-000-000-52-5214-000C	12.67
Vendor Total:					12.67
04287 Global Payments Inc					
03/22 Merchant CC Processing Fees	0	033122	141.04.2022	60-611-000-52-5239-0000	3,888.52
03/22 Merchant CC Processing Fees	0	033122	141.04.2022	60-612-000-52-5239-000C	2,995.32
Vendor Total:					6,883.84
04292 American Express					
02/22 Merchant CC Processing Fees	0	022822	141.04.2022	60-611-000-52-5239-0000	102.25
02/22 Merchant CC Processing Fees	0	022822	141.04.2022	60-612-000-52-5239-000C	102.30
03/22 Merchant CC Processing Fees	0	033122	141.04.2022	60-612-000-52-5239-000C	286.38
03/22 Merchant CC Processing Fees	0	033122	141.04.2022	60-611-000-52-5239-0000	283.17
Vendor Total:					774.10
04374 Wheaton Bank and Trust Company					
03/22 WB&T Bank Analysis Service Charges th	0	033122	141.04.2022	60-000-000-52-5214-000C	311.65
To Record ATM Replenishment out of the WB& 0		041222ATM	141.04.2022	60-000-000-10-1011-0000	14,000.00
Vendor Total:					14,311.65
06279 Paylocity Corporation					
04/08/2022 Payroll Processing	0	110026292	141.04.2022	60-000-000-52-5211-0000	594.00
04/22/2022 Payroll Processing	0	110106587	141.04.2022	60-000-000-52-5211-0000	1,959.83
Vendor Total:					2,553.83
06686 SI-Products LLC					
Pullover Jackets	166885	U1570380	161.05.2022	60-000-000-14-1431-000C	2,811.60
Vendor Total:					2,811.60
06712 FDS Holdings Inc.					
03/22 Cardconnect Gateway Fees	0	033122	141.04.2022	60-611-000-52-5239-0000	35.00
03/22 Cardconnect Gateway Fees	0	033122	141.04.2022	60-612-901-52-5239-000C	3,245.97
Vendor Total:					3,280.97
Fund Total:					47,981.16
70 Information Technology					
04121 UMB Bank N.A.					
Cash Drawer for Museum	0	0082_2203240000	171.04.2022	70-000-000-53-5305-000C	208.00
GoDaddy.com Domain Renewal	0	0082_2203280000	171.04.2022	70-000-000-52-5240-000C	20.17
AutoCad Single User 3 Year Renewal Subscripti	0	0223_2203160000	171.04.2022	70-000-000-52-5240-000C	1,930.50
Vendor Total:					2,158.67
Fund Total:					2,158.67
75 Health Insurance					
06725 Health Care Service Corporation					
WDSRA% Insurance May 2022	0	050122	161.05.2022	75-000-000-12-1222-000C	393.99
Foundation% May 2022	0	050122	161.05.2022	75-000-000-12-1221-000C	190.18
Retiree Health/Dental for May 2022	0	050122	161.05.2022	75-000-000-21-2137-000C	1,954.56
Employee Health and Dental May 2022	0	050122	161.05.2022	75-000-000-52-5231-000C	120,635.18
Cobra Premiums May 2022	0	050122	161.05.2022	75-000-000-12-1223-000C	1,114.84

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
					<hr/>
Vendor Total:					124,288.75
					<hr/>
Fund Total:					124,288.75
					<hr/>
Report Total:					338,788.07
					<hr/>



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting Minutes

Wednesday April 20, 2022 5:00 p.m.

City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER –President Frey called the meeting to order at 5:00 p.m. Barrett, Morrill, Pecharich, and Vires were present.

Commissioner Mee arrived at 5:05 p.m.

Commissioner Kelly was absent

PRESENTATIONS

Summer Special Events

Marketing and Special Events Coordinator Joe Viso spoke about the amazing line up of events that we have planned for this summer. Viso stated that We're going to kick things off at the Go Fly A Kite Event in Graf Park on May 7. On June 2nd, we are bringing back Cream of Wheaton to Memorial Park. Along with the Wheaton Chamber of Commerce, the community can look forward to the business expo, arts and crafts fair, food vendors, carnival and a packed line up of bands for the four-day event. On June 4th, The Cosley Zoo Run for the Animals 5k/10k and kids' half-mile will take to the streets of Wheaton. He stated that we are looking forward to hosting 2,000 runners. Registration is available at cosleyzoo.org.

The Summer Entertainment Series will return for its second year in Memorial Park. The tickets are available at memorialparkwheaton.com for only \$10 each. The first of 10 concerts will start on Friday, June 24 with Mulberry Street and Gold Dust Dreams. Plus, we added 3 free concert nights on July 11, August 8 and September 17 featuring the DuPage Symphony Orchestra. We will host our Independence Day celebrations with fireworks on July 3 and parade on July 4. On August 6, the community can look forward to a new twist on the Wheaton Brew Fest, with the addition of Seltzer varieties and a headliner band. Tickets will be on sale May 2nd. Last, but not least, Shakespeare in the Park, in conjunction with the Wheaton College Arena Theater, will bring a performance of a Mid-Summer Nights Dream to Memorial Park on August 25 through August 27. Viso stated that information on all of these events can be found at wheatonparkdistrict.com.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$676,794.26 for the period beginning March 9, 2022 and ending April 12, 2022
- B. Approval of the Disbursements totaling \$327,603.00 for the period beginning March 9, 2022 and ending April 12, 2022
- C. Approval of the Regular Meeting Minutes for March 16, 2022
- D. Approval of the Subcommittee Minutes for April 13, 2022
- E. Approval of Amended Board Meeting Schedules for Wheaton Park District Board of Commissioners

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

Motion passed by roll call vote.

Ayes: Barrett, Morrill, Pecharich, Vires Frey,

Nays: None

Abstain: None

Absent: Kelly, Mee

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Compensation Study

Commissioner Vires moved to approve a compensation study with Pontifex Consulting Group in the amount of \$19,250. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Morrill, Pecharich, Vires Frey,

Nays: None

Abstain: None

Absent: Kelly, Mee

2. Arrowhead Shoreline Stabilization Project West Course

Commissioner Barrett moved to approve change order #1 in the amount of \$6,041.42 from V3 Construction. Seconded by Commissioner Pecharich. No discussion. Motion passed by voice vote.

3. Arrowhead Equipment Purchase

Commissioner Pecharich moved to approve the purchase of a John Deere 325G Compact Track Loader with 78-inch bucket at a cost of \$58,028, a John Deere PR84B Angle Power Rake at a cost of \$10,331 and a Blue Diamond 314011-AHW pallet fork at a cost of \$999 through SOURCEWELL Contract #032119-JDC. Total cost is \$69,358. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.
Ayes: Barrett, Morrill, Pecharich, Vires Frey,
Nays: None
Abstain: None
Absent: Kelly, Mee

4. Community Center Interior Rehab Project

Commissioner Morrill moved to approve a design proposal from Architects in the amount of \$19,800 and \$2,500 for reimbursable costs for the Community Center Interiors project. Seconded by Commissioner Barrett. No discussion

Motion passed by roll call vote.
Ayes: Barrett, Mee, Morrill, Pecharich, Vires Frey,
Nays: None
Abstain: None
Absent: Kelly

5. Special Events Sound and Lighting Services

Commissioner Pecharich moved to approve the 2022 Special Event Sound & Lighting Bid from Hi-Fi Events in the amount \$33,750. Seconded by Commissioner Barrett. No discussion.

Motion passed by roll call vote.
Ayes: Barrett, Mee, Morrill, Pecharich, Vires Frey,
Nays: None
Abstain: None
Absent: Kelly

6. Alarm Services Agreement

Commissioner Vires moved to approve change order 2 with Reliable Fire and Security in the amount of \$1,800 for installing a fire radio and antenna. Seconded by Commissioner Barrett. President Frey asked where the antenna is being installed. Director of Parks & Planning Sperl stated it was on the interior of Arrowhead. Motion passed by voice vote.

7. Resolution 2022-01

Commissioner Mee moved to approve Resolution 2022-01 Promoting Sustainable Outdoor Lighting Practices. Seconded by Commissioner Morrill. No discussion. Motion passed by voice vote.

8. Resolution 2022-02

Commissioner Vires moved to approve Resolution 2022- 02 Waiving Portions of the Local Government Professional Services Selection Act, 50 ILCS 510/1 Seconded by Commissioner Barrett. No discussion. Motion passed by voice vote.

9. Facility Analysis

Commissioner Mee moved to approve the contract with AltusWorks Inc. in the amount of \$20,934 to perform the consulting services of structural engineering and building condition assessment at Cosley Zoo and Northside Park. Seconded by Commissioner Barrett. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Mee, Morrill, Pecharich, Vires Frey,

Nays: None

Abstain: None

Absent: Kelly

10. Arrowhead Asphalt Replacement

Commissioner Pecharich moved to approve a quote for asphalt replacement not to exceed \$11,260. Seconded by Commissioner Vires. No discussion. Motion passed by voice vote.

REPORTS FROM STAFF

Commissioner Mee thanked Museum Manager Michelle Podkova and the Museum Foundation Board for a successful year, and great annual report. Podkova stated that she was pleased that she and her staff were able to keep a balanced budget through two COVID years. Podkova introduced Emily O'Brien as the Museum's new Curator. Commissioner Morrill also congratulated Podkova on a great annual report.

Commissioner Vires congratulated staff on the \$750,000 IDNR grant that we received for the Museum. He stated these types of grants are crucial to running the Museum. President Frey asked Podkova when the model train exhibit was installed. Podkova stated in 1965, and that there is still one original member that we work with in that partnership.

Commissioner Mee thought the Special Events annual report was great, he loved that it was a short snapshot of what we do. He asked Director of Marketing Wilhelmi why we lose money on Shakespeare in the Park. Wilhelmi stated that we didn't get as much sponsorship this year and the cost of sound and lights increased this year. Commissioner Morrill thought the Special Events report was fantastic, he requested that staff share this report with City Council, the Chamber of Commerce and the Downtown Wheaton Association. President Frey also thought it was a great report and stated that other park districts don't do special events like we do.

Commissioner Mee was impressed with the Cosley donations in March, he was also pleased with the \$525,000 pledge for the parking lot. Mee congratulated staff on the Volunteer Mixer.

President Frey asked Sperl when the Starter House at Arrowhead would be finished. Sperl stated that if the weather cooperates in the next week or two it should be finished. Frey asked if there was internet in the shed, Sperl stated there will be.

Commissioner Pecharich asked how hiring was going for Camp Counselors. Director of Recreation Beyer stated they are making small strides but continue to look for help. Benard stated that this is a problem amongst all park districts this year. He also informed the board that we will be releasing a referral bonus program for eight positions we have the most need to hire for. It will include gift cards for residents who refer and money for employees who refer candidates.

ADJOURNMENT

At 5:25 p.m., Commissioner Morrill moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMITTEE MEETING MINUTES
Wednesday May 4, 2022 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER –

President Frey called the meeting to order at 5:00p.m. Commissioner Barrett, Commissioner Kelly, Commissioner Morrill and Commissioner Vires were present

Commissioner Mee arrived at 5:04 p.m.

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Director of Parks & Planning Sperl, Superintendent of Planning Hinchee, Director of Special Facilities Bendy, Director of Finance Simpson

Finance and Administration

1. Review of Proposed Amendments to the Financial Policies of the Wheaton Park District
Executive Director Benard stated that the policies are reviewed for needed amendments annually. Finance Director Simpson proposed amendments to the Audit and Travel policies. One proposed change is to change auditor engagement terms from three to five years to be in alignment with the current GFOA recommendation. Commissioner Vires was not in favor of this. The majority of the board agreed with him and wanted to maintain three-year engagements. They agreed to putting in the policy that firms may be allowed two three-year engagements if they are the lowest cost proposal. They also agreed that Lauterbach and Amen should not bid again since they have been our auditor for six years in a row already. The commissioners agreed with the travel policy changes as presented.
2. Review of Possible Commissioner Attending the National Recreation and Parks Association Educational Conference and Exposition September 20-22, 2022 in Phoenix, Arizona
Commissioners Mee and Pecharich are interested in attending the conference with the full conference package and Commissioner Kelly is interested in attending the Expo only. This will go on the May 18th agenda for approval.
3. Review of Ordinance 2022-02 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District
Benard said that we may already have a buyer for the soccer goals that are on the disposal list.

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 630.665.4710; fax number 630.665.5880.

Buildings and Grounds

1. Review of Professional Services Proposal from Wight Engineering for Concept Planning and Design for Arrowhead Golf Club Parking Lot
Benard stated the parking lot is showing its age and we need to plan for its replacement in 2023 or 2024. The existing lot was mostly an overlay when the clubhouse was built in 2005/6.
2. Review of Quotes for the Installation of Two Furnace/Air Conditioning Units – 855 Prairie Office Building
Sperl told the board that we have worked with this company before and are pleased with them. Two units will be replaced this year and the remaining two in 2023.
3. Review of Bid Results – Cosley Zoo Entrance Paver Repair & Replace
Benard stated that the low bid was in excess of the budget amount, but he recommends we do the entire walk regardless as the overall budget can accommodate.
4. Review of Change Order – Arrowhead Golf Club Asphalt Path Replacement Project
Commissioner Kelly asked for a completion date. Sperl stated we are getting close; staff is getting heaters out there to dry everything out. Benard commended Superintendent of Planning Hinchee for saving the district \$1,000 in haul off expenses.
5. Review of Report Regarding City of Wheaton Funded Stormwater Improvement Project at Dorset Park
Benard said that the existing gravel driveway will be removed and replaced with asphalt at the area off Dorset Drive and Shorewood. The city wants to lower the entrance 18 inches to let the storm water flow into the basin with less obstruction.
6. Review of Grant Opportunity for Installation of an Outdoor Fitness Court – Blue Cross Blue Shield National Fitness Campaign
Benard said we are asking the board if they support an application for a \$50,000 non-binding grant. Staff would not accept the grant without subsequent board approval. Even with this grant, there would still be significant cost for this fitness court. Commissioner Pecharich asked if residents have communicated interested in these courts. Benard stated we only have one now and we engaged the “Friends of Northside Park” when we were planning that fitness court and there was support for the project. He said that we would engage the public prior to installing another. Hinchee stated that the playground surveys that staff sends out show that people like fitness courts and that Northside Park Fitness Court gets a lot of use.
7. Review of Initial Structural Assessment Report for Girl Scout Cabin at Northside Park and Taylor Barn at Cosley Zoo
Benard stated that the initial report showed that they didn’t have occupancy concerns for the barn and cabin. Minor alterations were recommended for the barn have already been completed by our staff carpenter. We are waiting on the final report.

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 630.665.4710; fax number 630.665.5880.

ADJOURNMENT

Commissioner Mee moved to adjourn the meeting at 5:36 p.m. Seconded by Commissioner Kelly. Motion carried by voice vote.



create.
discover.
play.

**Board of
Commissioners**

Bob Frey
John Kelly
William Barrett
Terry A. Mee
Ray Morrill
John Vires

Executive Director
Michael Benard
630.510.4945

Community Center
630.690.4880

Administration
102 E. Wesley Street
Wheaton, IL 60187



REGULAR MEETING SCHEDULE 2022

Updated May 18, 2022

The Wheaton Park District Board of Commissioners regular meetings for the year 2022 will be held on the following dates. The regular board meetings typically will typically take place on the third Wednesday of each month in the City of Wheaton City Council Chambers, 303 W. Wesley Street, Wheaton, IL. All meetings will begin at 5 p.m. Please note deviations below in bold.

January 19	Regular Meeting
February 16	Regular Meeting
March 16	Regular Meeting
April 20	Regular Meeting
May 18	Regular Meeting
June 15	Regular Meeting-
July 27	Regular Meeting Held Fourth Wednesday of the Month
August 17	Regular Meeting CANCELED
September 14	Regular Meeting Held Second Wednesday of the Month
October 19	Regular Meeting
November 16	Regular Meeting
December 21	Regular Meeting

Respectfully Submitted,

Michael Benard
Board Secretary

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. dsiciliano@wheatonparks.org or Telephone number 630.510-4944 fax number 630.665.5880.

WHEATON PARK DISTRICT

AN ORDINANCE APPROVING THE DISPOSAL AND SALE OF PERSONAL PROPERTY OWNED BY THE WHEATON PARK DISTRICT

ORDINANCE 2022-02

WHEREAS, the Wheaton Park District, DuPage County, Illinois (the “District”), is a duly organized and existing Park District created under the provision of the laws of the State of Illinois and is now operating under the provisions of the Park District Code of the State of Illinois and all laws amendatory thereof and supplementary thereto (the “Park Code”); and,

WHEREAS, pursuant to Section 8-22 of the Park Code, three-fifths of the members of the Park Board may authorize the trade in, donation, or disposal of personal property that is no longer necessary, useful to, or in the best interests of the Park District; and,

WHEREAS, the Park District owns: Six (6) 8’ x 24’ steel goals located at Seven Gables Park; Three (3) 7’ X 21’ steel goals located at Seven Gables Park; Seven (7) –6.5’ x 18’ steel goals located at Seven Gables Park; Four (4) 6’ x 12’ steel goals located at Seven Gables Park; One (1) Trill Top Model Number UFLCS-48R located at Arrowhead Golf Club; One (1) Walk in Freezer Model TK-34700WF-L located at Cosley Zoo; One (1) Groen Kettle Model AH/1E located at Arrowhead Golf Club;

WHEREAS, the Board of Park Commissioners has determined that it would be in the best interest of the Park District to dispose: Six (6) 8’ x 24’ steel goals located at Seven Gables Park; Three (3) 7’ X 21’ steel goals located at Seven Gables Park; Seven (7) –6.5’ x 18’ steel goals located at Seven Gables Park; Four (4) 6’ x 12’ steel goals located at Seven Gables Park; One (1) Trill Top Model Number UFLCS-48R located at Arrowhead Golf Club; One (1) Walk in Freezer Model TK-34700WF-L located at Cosley Zoo; One (1) Groen Kettle Model AH/1E located at Arrowhead Golf Club;

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE WHEATON PARK DISTRICT, DuPage County, Illinois, as follows:

Section 1: The foregoing preamble of the Ordinance is hereby incorporated in its entirety in **Ordinance 2022-02**

Section 2: The Park District will dispose: Six (6) 8’ x 24’ steel goals located at Seven Gables Park; Three (3) 7’ X 21’ steel goals located at Seven Gables Park; Seven (7) –6.5’ x 18’ steel goals located at Seven Gables Park; Four (4) 6’ x 12’ steel goals located at Seven Gables Park; One (1) Trill Top Model Number UFLCS-48R located at Arrowhead Golf Club; One (1) Walk in Freezer Model TK-34700WF-L located at Cosley Zoo; One (1) Groen Kettle Model AH/1E located at Arrowhead Golf Club;

Section 3: Except, as otherwise provided herein, this **Ordinance 2022-02** Shall be in full force and effective forthwith upon its adoption and approval as provided by law.

Adopted this 18th day of May 2022.

AYES: _____

NAYS: _____

ABSENT: _____

President Board of Park Commissioners
Wheaton Park District

ATTEST:

Secretary, Board of Park Commissioners
Wheaton Park District

(S E A L)

TO: Board of Commissioners
FROM: Sandra Simpson, Director of Finance
THROUGH: Michael Benard, Executive Director
RE: Annual Review of Finance Policies and Proposed Amendments
DATE: May 13, 2022



SUMMARY: In 2009 the District instituted a best practice of reviewing and revising their Finance Policies as part of the budget cycle. This process has become part of our culture and is something that staff considers year-round.

Attached are the staff recommended policy changes as a result of the review of the existing policies that has occurred over the past year.

Also, included is a complete set of Finance policies for your reference.

PREVIOUS COMMITTEE/BOARD ACTION: Annual Review and Adoption of the Amended Finance Policies of the Wheaton Park District at the May 19, 2021 Regular Meeting

REVENUE OR FUNDING IMPLICATIONS: The Finance Policies of the Wheaton Park District guide the development of the annual budget and sets appropriate boundaries for park district operations.

ATTACHMENTS:

1. Summary of recommended revisions and the marked-up policies.
2. Full set of Finance Policies with amendments

RECOMMENDATION: Staff recommends that the Wheaton Park District Board of Commissioners approve the policy amendments as presented.

Summary of Policy Amendment Recommendations

2023 Budget Cycle

Staff has prepared recommendations of changes to board policies for the board's consideration as part of the 2023 budget cycle. Amendments to two of the existing finance policies are being proposed. The Audit and Travel & Vehicle policies are existing policies for which changes are being recommended, as explained below.

- The **Audit Policy's** proposed revision is to add language related to the rotation of partners within the firm. Although this is not currently stated in our policy, it is part of our internal control procedures, and we would like the policy to reflect this.
- The **Travel & Vehicle Policy's** proposed revision is to change the expenditure limit for travel expenses from \$2,500 to \$3,000 due to increasing costs of air fare, gas, meals, etc.

Additional change is to update the amount of M&IE (meals & incidentals) reimbursement to be consistent with the GSA's most current CONUS rate for Chicago, IL. In lieu of adding specific amounts, we are proposing adding the website URL (www.gsa.gov/perdiem), to provide the most current and up to date information, thus eliminating the need to change the lodging and M&IE amounts on annual basis.

- I. The financial audit of the Park District is conducted by an independent, certified public accounting firm on an annual basis.
- II. As part of the annual audit, the accounting firm will review the Park District's internal controls and will make recommendations for improvement.
- III. The annual audit report must be filed with the County Clerk's office within six months after the end of the fiscal year and with the Illinois Comptroller 180 days after the fiscal year end.
- IV. A copy of the annual audit report is available on the District's website and at the Wheaton Public Library for reference purposes.
- V. The district will prepare a request for proposal for audit services every 3 years. The audit terms of the negotiated agreement will specify that the audit agreement may be terminated at the District's convenience. Audit firm rotation will be required after six years of continuous service with one firm. Audit firm senior engagement staff, such as engagement partners and senior managers, will be rotated during a multiyear agreement.

A. Purpose

The purpose of this policy is to establish guidelines for employees and elected officials of the District to follow when incurring business travel expenses while on assignments such as attending educational programs, association conferences or conducting onsite visits of parks and facilities for fact finding purposes outside of the local area and for the use of District owned vehicles. For employees, the immediate supervisor and department head must approve all business travel in advance and include related expenses in the annual operating budget. For elected officials, the Board of Park Commissioners must approve attendance and budgeted travel expenses in advance on a case by case basis.

B. Expenditure Limit

Consistent with the requirements of the Local Government Expense Control Act, the District may establish an expenditure limit for travel expenses incurred. By establishing said limit, the board would not have to approve each employee's attendance prior to said attendance. Instead they would approve all such expenditures via the budget and appropriation ordinance. However, in the event that an employee desires to attend some event that would cost in total in excess of the limit established, that attendance would have to be approved by the board in one of their noticed public meetings PRIOR to attendance. This policy is establishing the District's limit as ~~\$2,500~~ \$3,000 per staff member per conference/event attended. The Act does not permit the reimbursement for any entertainment expense.

C. Elected Official

The Act **does not permit any elected official to attend without obtaining prior approval**, even if the expenses to be incurred are below the established limit. Any such expenses incurred by an elected official of the District must be approved before incurrence, by roll call vote at an open meeting of the governing board of the District. Any elected official incurring expenses under this policy is required to submit documentation of an estimate of said expenses prior to incurring them. Before travel, meals or lodging expenses may be approved under the Act the Documentation as specified in the "Documentation Required" section below must be submitted in writing to the governing board. In this instance, where the exact amount of the actual expenses to be incurred for some expenses, such as meals and travel may be unknown, such expenses may be estimated. Once the expenses have been incurred, the elected official must also complete the expense report form as noted in the "Documentation Required" section below.

It is expected that employees and elected officials attend educational sessions when attending conferences.

The District's objectives are to permit travel arrangements that:

- Conserve travel expenses
- Provide uniform treatment for employees
- Allow for Board oversight
- Adhere to the plan adopted in the budget
- Result in prompt approval and recording of District expenses

D. Personal Travel/Travel Companions

A family member or friend may accompany employees and elected officials on business travel, at their expense, when the presence of a companion will not interfere with successful completion of business objectives. Generally, employees and elected officials are also permitted to combine personal travel

with business travel, as long as time away from work is approved and vacation or personal time is used (employees only). Additional expenses arising from such non-business travel are the responsibility of the employee or the elected official.

E. Covered Expenses

When approved, the actual costs of conference or convention registrations, participation in professional organizations, technical meetings and the travel, meals, lodging and other expenses directly related to accomplishing business travel objectives can be either:

- charged to the District's procurement card (if one has been issued to employee or elected official traveling) or
- reimbursed by the District

F. Documentation Required

Per the Local Governmental Expense Control Act: travel, meal and lodging expenses must, whether above or below the Expenditure Limit established above, be documented in an expense report. The form of this report can be found on the G drive under District Forms\Expense Reports.

Expense Report Form effective October 2016

G: » DISTRICT FORMS » Expense Reports

These must be

completed for each attendee. The report must indicate:

- An estimate of the cost of travel, meals or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals or lodging if the expenses have already been incurred;
- The name of the individual who received or is requesting the travel, meal or lodging expense;
- the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- the date or dates and nature of the official business in which the travel, meals or lodging expense was or will be expended.

In either case, original receipts or equivalent evidence must be provided to support the expenses incurred. These receipts must be turned in within 60 days of the date the purchase was incurred. It is expected that staff and elected officials will be cost-conscious when spending District funds, and make all reasonable efforts to minimize their expenses related to travel, lodging, and meals. The District Limit will be set to the current CONUS rate for Chicago, Illinois. ~~The maximum daily limit for meals and incidental expenses for 2021 is \$76. The first and last day of travel meals and incidentals is \$57, which is 75% of the full amount. Current lodging and M&IE (meals & incidentals) rates can be found at www.gsa.gov/perdiem.~~ These rates and limits are the US General Services Administration CONUS rates. The District has elected to use the rates for Chicago to establish the rates to be used by District employees. Any expenses incurred beyond the daily limit on a district procurement card will be reimbursed to the district by the staff member/official.

Further, it is expected that Supervisors and Department Heads will be looking over their staff's charges even when the individual charges do not exceed the employee's approval limit as the travel costs may

be broken into multiple charges that individually do not exceed the employee's approval limit but in total for a given trip would exceed that limit.

The Executive Director, at his discretion may authorize exceeding the amount spent on a meal for the purposes of team building or strategic planning. The entire bill will be charged to Executive Director's procurement card. Any staff/official in attendance will record ~~\$34.00~~ the current CONUS dinner rate of group meal expense on their daily log to count against their daily limits. ~~The \$34.00 is the portion of the CONUS daily meals and incidentals rate that is attributable to the evening meal, per the GSA.~~ If the Executive Director is not in attendance, prior approval may be granted to another staff member/official to accomplish similar district objectives.

G. Alcohol

Consistent with the District's personnel manual direction, no alcohol purchases will be paid for by the District. Receipts for dining establishments must be provided in sufficient detail to document that no alcoholic beverages are being paid for by the District.

H. Accidents

Employees or elected officials who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor or the executive director.

I. Vehicle Use

District vehicles are used for official business and may be kept overnight in certain instances only when authorized by the Executive Director. Any employee provided a vehicle by the district shall not be authorized to use their private vehicle and receive reimbursement for travel, except on approval of the Executive Director.

Effective January 1, 2017, it is the policy of the Wheaton Park District to provide its Executive Director with a monthly vehicle stipend in a manner that is non-contributory to his or her Pension Calculation. The amount of the vehicle stipend will be voted on by the Board of Commissioners and reviewed and updated periodically. No other district employee shall be granted a vehicle stipend without the approval of the Board of Commissioners.

No employee may operate a district vehicle without having in his/her possession a valid driver's license.

District vehicles shall not be used to transport unauthorized passengers such as hitchhikers.

All accidents involving district vehicles must be reported in writing to the administrative office within twenty-four (24) hours of the accident. The report shall include the names and addresses of available witnesses and principals. All accidents involving district vehicles are to be reported to the police immediately and at the site of the accident. A police report must be submitted to the administrative office as soon as available from the police department in order to submit claims to the insurance company.

J. Mileage Reimbursement

Mileage reimbursement is made for the use of personal motor vehicles for District business at the current rate allowed by the Internal Revenue Service. Employees and elected officials are required to track their mileage and submit the mileage logs to the Finance Department with the appropriate approval signatures in order to get reimbursement as outlined in the District's purchasing policy.

K. Issues/Abuse

Employees should contact their supervisor or the Finance Department for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses or any other business travel issues. Abuse of this business travel expenses policy, including falsifying expense reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

L. Exceptions

Where this policy does not cover a specific situation, the Executive Director retains the sole right to authorize exceptions to the policy related to employees only. Exceptions related to elected officials shall be referred by the Executive Director to the entire Board for resolution.

M. Timeliness

Consistent with IRS Publication 463, reimbursements must be submitted within 60 days of being incurred for such reimbursements to be considered made under an accountable plan and not subject to taxation. Any reimbursements submitted subsequent to 60 days will be paid through accounts payable and reported on their next paycheck and subject to taxation in compliance with IRS regulations.

WHEATON PARK DISTRICT

Financial Policies

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1 Access Control Policy

Wheaton Park District shall require that systems are protected from unauthorized access by establishing requirements for the authorization and management of user accounts, providing user authentication and management of user accounts and implementing access controls on Park District information resources.

Principle of Least Privilege - The Park District IT management has designed user access controls to enforce limited access to authorized personnel in accordance with the principle of least privilege. The Wheaton Park District computing network has been segmented to restrict access to users in accordance with the "Principle of Least Privilege." Users only receive access to system components necessary to fulfill the requirements of their roles.

Access Requests - The department Director has responsibility for requesting access to information systems. It is also his/her responsibility to request only enough access to the least amount of data or specific physical areas required for that person to carry out his/her role (principal of least privilege). Exceptions to standard role-based access must be authorized by the Finance Director, or designee, prior to request fulfillment.

The Park District's IT managed service provider (AIE) plans the configuration of hardware, software and procedural access control mechanisms. The team configures access controls while building information systems, and maintains those controls throughout their useful life.

Access Controls Audit – The Park District's IT managed service provider (AIE) shall conduct a review of system access privileges by role and group membership on no less than an annual basis. The review will be completed in consultation with Park District leadership to determine whether current role-based privileges continue to be appropriate. After review, AIE shall execute group access changes in accordance with assessment findings and retain the audit results in a help desk ticket for Policy compliance.

Session Lock and Termination – Wheaton Park District requires users to lock their workstations when stepping away from their desks for any reason. Workstations shall be configured to automatically lock after 15 minutes of inactivity. Following a session lock, users must enter their passwords to restore working sessions.

Remote Access – Select Park District employees will be granted remote system access privileges to enable offsite work. Wheaton Park District's IT personnel shall implement and maintain a secure Virtual Private Network (VPN) service that will facilitate remote connectivity into the environment. Remote access rights must be requested by the user's manager, and must be supported by business justification. The Executive Director shall maintain sole authority to approve or reject remote access requests.

1.1 Identification & Authentication

All users - Every authorized user will be provisioned with a unique User ID to access the systems environment. In some cases, specific applications may require additional specific User IDs to access them, which differ from their standard network User IDs. Each User ID (Identifier) is tied to a password (Authenticator), known only to the user. The User ID and password together are commonly referred as "user credentials."

- Authorized users are responsible for all activities executed on systems when their credentials have been used as the means of system access. Users must not share their user credentials with other Park District employees, agents or non-affiliated persons.
- WPD user credentials should not be used as personal identifiers on non-Park District systems (e.g., Internet, Google, Facebook, etc.).

Privileged Accounts – Employees requiring administrator rights on a workstation or server shall receive approval from the Executive Director with consideration given to the duration for which the administrator rights are needed. Upon approval, the employee shall request the administrator rights via the AIE help desk with approval attached. AIE will provision the administrator rights for the required duration.

1.1.1 Password Requirements

Strong passwords must be applied to all WPD network and information systems and should meet all the following criteria.

- All passwords must contain at least eight (8) characters. If the system cannot accommodate eight characters, the maximum number of characters the system allows shall be used.
- All passwords shall contain at least three of the following characters:
 - Upper-case alphabetic English letter (A-Z);
 - Lower-case alphabetic English letter (a-z);
 - Numeric character (0 – 9);
 - Special/non-alphabetic character (!, @, #, etc);
- Password complexity is enabled as the system allows.
- User generated passwords should not be reused.
- Passwords must be changed every 90 days.
- Six (6) unique new passwords must be associated with a user account before an old password can be reused, if the system allows it.
- Five (5) consecutive, unsuccessful attempts to access a WPD network or information system will suspend or disable the user's ability to successfully log-on.

Upon initial configuration and installation of computing equipment within the Park District environment, IT Administrators must change default passwords to a unique entry that meets all strong password requirements.

Password Protection:

- Passwords should not be written or otherwise recorded where they are accessible or recognizable by anyone else, such as taped to computer screens, stored under keyboards, or visible in a work area.

- Passwords should not be shared or used by others. This includes a coworker, manager, supervisor, friend, vendor, partner, information technology staff, administrative assistant, or others.
- A password must be changed immediately when it has been compromised or when there is suspicion that it has been compromised. If a WPD employee suspects their password has been compromised, they must contact the IT Help Desk to request a password reset.

2 Wheaton Park District Acceptable Use of Technology Policy

2.1 Scope and Applicability

All employees, contractors, consultants, temporary workers and other workers at WPD, including all personnel affiliated with third parties, shall comply with this policy's requirements. This policy applies to all personal equipment, software and systems brought into WPD by personnel affiliated with third parties.

2.2 Purpose

Computer and information technology resources are essential tools in accomplishing the mission of Wheaton Park District (WPD). Effective security is a team effort involving the participation and support of every WPD employee and affiliate who deals with information and/or information systems. It is the responsibility of every computer user to know these guidelines and to conduct their activities accordingly.

2.3 Policy

2.3.1 Acceptable Use of Technology

Official Use Only - Desks, headsets, telephone equipment, and computers are the property of WPD and must be maintained according to company policy. WPD systems and equipment (voice mail, e-mail, Internet, etc.) may be used for work related purposes only during work times. WPD management prohibits the use of company-owned equipment or systems to download, access, or store any non-work-related data (personal emails, audio or video, etc.).

System Maintenance - The Park District's IT managed service provider will maintain computing equipment via patches and upgrades to operating systems, applications, anti-virus, and other enabling applications. Users may not alter computer configuration settings or prevent the patches from executing. These patches and upgrades frequently contain functional enhancements, but are also designed to maintain the security controls that protect WPD's information assets. If a WPD employee requires a patch to be installed for business reasons or notices that a patch has yet to be applied, that employee shall notify AIE immediately for handling. The employee shall not patch a system themselves without explicit guidance from AIE.

Software Downloads - WPD employees may not download or install personal software to company computer systems without the consent of the immediate supervisor and the Park District's IT managed service provider (AIE).

Equipment Location – Technology resources, with the exception of laptops and mobile devices, are to be used only at the employee's assigned work location(s) unless prior authorization has been granted by the employee's manager.

E-Mail, Messaging & Phone Use - WPD uses various forms of electronic communications including, but not limited to: email, telephones, voicemails, fax machines and the Internet. All electronic communications, including all software and hardware, remain the sole property of WPD and are to be used for company business during business hours. Employees may be permitted limited personal use of phones, provided the use doesn't interfere with operations.

Bring Your Own Device (BYOD) - WPD does not maintain a BYOD policy, but may authorize access of corporate email through personal devices. Other system access or conducting of WPD business on a personal device is prohibited without the approval of the immediate supervisor and AIE.

Email Retention - WPD must retain emails in accordance with WPD's Records Retention Policy as maintained by the Finance Department. As a government agency, WPD must archive emails for a period set by law, and may have to provide these emails to individuals and groups outside of the WPD organization in response to a Freedom of Information Act (FOIA) request. Employees may not delete or modify electronic communication records.

Content Restrictions - Electronic communication/media may not be used in any manner that may be considered by WPD as discriminatory, harassing or obscene, or for any other purpose which is illegal, or against company policy. Employees may not use electronic communications to engage in defamation, copyright or trademark infringement or misappropriation of trade secrets. Employees may not use Park District equipment to engage in business related to personal financial gain (i.e., day trading, gambling), political activity, participation in chat rooms, blogs, or bulletin boards, internet chain mails/forwards, or game playing. Employees may not use email or messaging technologies to send financial account data, including credit card data, or other forms of confidential personally identifiable information such as SSN or passwords as this is insecure. If there is a business need to send this information electronically, AIE should be consulted for proper security practices.

Use of Social Media - Employees who use social media services, including social networking, blogs and personal information sharing services, must be mindful of the potential impact their words may present to WPD. Employees should use good judgment and common sense when using social media, and should not represent themselves as official representatives of the Park District, or expressing viewpoints of the Park District.

2.3.2 System Monitoring

WPD management reserves the right to listen to, monitor and/or inspect all company property including voice mail messages, computers, email messages, and electronic files to ensure compliance with these policies. Inspection of WPD property may be done without further notice to the employee and in the employee's absence.

2.4 Acceptable Use of Technology Compliance

All employees are required to comply with this policy. Failure to comply may result in sanctions, up to and including termination. Any questions about the policy should be directed to an employee's immediate supervisor.

The District is on a calendar year.

- A. Each department director is responsible for preparing a yearly budget for his/her department.
- B. The Executive Director reviews each department budget and discusses it with each department director, and makes revisions, as appropriate.
- C. The Executive Director, administrative staff and Park Board or committee established thereof review the entire proposed budget, including capital projects, in an annual Budget Workshop.
- D. After the Board approves the budget, it becomes a blueprint of fiscal operations for the following year. The budget of the Park District is not to be construed as a legal document; it is a working tool. The Budget and Appropriation Ordinance, however, is a legal document and may not be amended without a two-thirds vote of the Board of Commissioners.

The budget is reviewed continuously throughout the fiscal year; as changes in programs are made, modifications, alterations or improvements are noted, plans are, even at that time, being formulated for the upcoming budget. Formal computation of the annual budget actually begins in June, seven months prior to the beginning of the fiscal year. Compilation of the budget is a total staff project involving the cooperation, planning and foresight of many members of the staff.

The budget is produced in electronic form and posted on the District's website. Detailed budget input is available thru the District's financial software for the use of staff. The current Budget and Appropriations Ordinance is also on file at the Wheaton Public Library for all interested taxpayers.

- I. The financial audit of the Park District is conducted by an independent, certified public accounting firm on an annual basis.
- II. As part of the annual audit, the accounting firm will review the Park District's internal controls and will make recommendations for improvement.
- III. The annual audit report must be filed with the County Clerk's office within six months after the end of the fiscal year and with the Illinois Comptroller 180 days after the fiscal year end.
- IV. A copy of the annual audit report is available on the District's website and at the Wheaton Public Library for reference purposes.
- V. The district will prepare a request for proposal for audit services every 3 years. The audit terms of the negotiated agreement will specify that the audit agreement may be terminated at the District's convenience. Audit firm rotation will be required after six years of continuous service with one firm. Audit firm senior engagement staff, such as engagement partners and senior managers, will be rotated during a multiyear agreement.

Purpose

The Budget should be balanced which means that current expenditures/expenses should not exceed current revenues and funding sources. The priorities to be used in balancing the budget are:

- Improve productivity,
- Improve revenues,
- Use available fund balances,
- Lastly, reduce or eliminate programs or services.

The District may require as a bid surety a certified check or bid bond equal to ten percent or greater of the contract amount as a proposal guarantee. Such requirement shall be made on construction projects and in other bidding procedures where it is to be determined to be in the best interest of the District. Bid Sureties shall be returned to the bidders within ten days following the acceptance or rejection of bids by the Board of Commissioners. However, the Bid Surety of the successful bidder shall be returned only after the receipt of an acceptable Performance Bond, if required. If a Performance Bond is not required, the Bid Surety will be held by the Finance Department until the project is completed.

BIDDING POLICY

A. Purchase of goods or services estimated to exceed in value the legal limits set by Illinois statutes shall follow these bidding procedures:

1. The Wheaton Park District shall award contracts for supplies, materials and labor in excess of the legal limit to the lowest responsible bidder after proper advertisement and receipt of sealed bids. Exclusions include professional services, computer hardware and software and utility services including telecommunications and interconnect equipment, software and services.

Contracts for professional services exempted include those for services where the individuals possess a high degree of professional skill where the ability or fitness of the individual plays an important part. All of these independent contractors are required to have a significant level of training and expertise in their specific area of service, whether it's sports aptitude or ability, coaching experience, licensing, certifications, or other requirements. In other words, the individual abilities and experience of the independent contractor are of the utmost concern in the contracting process.

2. A bidder's responsibility may be based on financial stability, past transactions, experience, adequacy of equipment, ability to perform, time limits, and other necessary considerations.

3. The Park District reserves the right to accept or reject any or all bids or portions thereof, in the best interest of the District and in compliance with Chapter 105 8.1,C of the Illinois Revised Statutes.

4. A legal advisement shall be placed in publications which will give notice of the Park District's request for bids to those organizations best qualified to provide the goods or services.

5. Specifications shall be prepared and made available to all interested parties.

6. Instructions to bidders shall accompany each set of specifications issued, indicating all terms and conditions relative to the bid. Consistent with the

District's Environmental Policy which recommends the purchase and use of environmentally safe and sensitive products, District employees shall make every effort to include specifications for products that are environmentally safe and sensitive. Employees shall also make every effort to include wording that preference will be given to vendors who demonstrate their commitment to minimizing their carbon footprint and engaging in sustainable business practices. If a vendor has earned the right to use certain labels, employees can use that to evaluate that a product/service has been produced or provided in an environmentally safe and sensitive manner. The US Environmental Protection Agency has developed a number of ecolabels that can help purchasers identify green products and services. More information about these labels can be found at the link below where you can click on each of the labels shown in the snip below the link. (You have to go to the URL to click on the various labels, the snip below does not have hyperlinks.) <https://www.epa.gov/greenerproducts/institutional-purchasers-greener-products-and-services>



7. The nature of construction projects necessitates more clearly defined conditions. Instructions to bidders for construction projects shall include all requirements including business references, bid surety and performance bond, insurance, indemnification, protection of district property, compliance with labor standards and prevailing wage laws, subcontract, change orders, payment procedures and guarantees.

8. Following the issuance of Specifications and Instructions to bidders, bids received prior to the time and date specified will be opened publically and contracts awarded in conformity with Bid Opening Procedures.

B. Bid Opening Procedures

1. The location date and time of the bid shall be a part of the legal advertisement for bidders.
2. Bids shall be opened at a public location open to the public.
3. Bids shall be opened and an acknowledgement made of the receipt of each bid.
4. A recommendation shall be made by staff to the Park Board of Commissioners. After the Board approval, staff shall notify the approved bidder and finalize the project deadline.
5. Bids received after the date and/or time indicated shall be returned, unopened, to the bidder with a notation on the bid envelope or packet stating that it was a late bid, noting the date and the hour it was received, and signed by a representative of the Park District.

C. Rebidding

In the event that all bids are rejected by the Board of Commissioners, the project may be rebid following Bidding Procedures outlined in section A above. However, specifications shall be sufficiently altered to prevent reliance upon information obtained from the former bidding process which may be used to unfair advantage in the rebidding process.

D. Notification to Bidders

If bids are rejected, staff shall notify all bidders and establish a new bid opening date. After a new bid opening date has been established, the procedures outlined above shall be followed.

The purpose of this policy is to establish what records are to be retained by the District, who is responsible for retaining them and documentation of compliance for same.

Compliance Officer Is Responsible for Records. The Treasurer of the District is designated as the keeper of all records of the District with respect to the Obligations, and such officer shall report to the Board at least annually that he/she has all of the required records in his/her possession, or is taking appropriate action to obtain or recover such records.

Closing Transcripts. For each issue of Obligations, the Compliance Officer shall receive, and shall keep and maintain, a true, correct and complete counterpart of each and every document and agreement delivered in connection with the issuance of the Obligations, including without limitation (a) the proceedings of the District authorizing the Obligations, (b) any offering document with respect to the offer and sale of the Obligations, (c) any legal opinions with respect to the Obligations delivered by any lawyers, and (d) all written representations of any person delivered in connection with the issuance and initial sale of the Obligations.

Arbitrage Rebate Liability. The Compliance Officer shall review the agreements of the District with respect to the Obligations and shall prepare a report for the Board stating whether or not the District has any rebate liability to the U.S. Treasury, and setting forth any applicable exemptions that the Obligations may have from rebate liability. Such report shall be updated annually and delivered to the Board. See District's Debt Policy for additional information.

Recommended Records. The Compliance Officer shall review the records related to the Obligations and shall determine what requirements the District must meet in order to maintain the qualification of the Build America Bonds as "build America bonds." The Compliance Officer shall then prepare a list of the contracts, requisitions, invoices, receipts and other information that may be needed in order to establish that the Build America Bonds qualify as "build America bonds." Notwithstanding any other policy of the District, such retained records for all debt obligations of the District shall be kept for as long as the Obligations relating to such records (and any obligations issued to refund the Obligations) are outstanding, plus three years, and shall at least include:

- a) Complete copies of the bond transcripts delivered when any issue of Obligations is initially issued and sold;
- b) Copies of account statements showing the disbursements of all bond proceeds for their intended purposes;
- c) Copies of account statements showing all investment activity of any and all accounts in which the proceeds of any issue of Obligations has been held;
- d) Copies of all bid requests and bid responses used in the acquisition of any special investments used for the proceeds of any tax-exempt or build America bond obligations, including any swaps, swaptions, or other financial derivatives entered into with respect to any tax-exempt obligations or build America bonds in order to establish that such instruments were purchased *at fair market value*;

- e) Copies of any subscriptions to the U.S. Treasury for the purchase of State and Local Government Series (SLGS) obligations;
- f) Any calculations of liability for *arbitrage rebate* that is or may become due with respect to any issue of tax-exempt obligations or build America bonds, and any calculations prepared to show that no arbitrage rebate is due, together, if applicable, with account statements or cancelled checks showing the payment of any rebate amounts to the U.S. Treasury together with any applicable IRS Form 8038-T; and
- g) Copies of all contracts of the District, including any leases, with respect to the use of any property owned by the District and acquired or financed with the proceeds of tax-exempt obligations or build America bonds, any part of which property is used by a private person at any time when such bonds are or have been outstanding.
- h) Retain documentation to support that the Comprehensive Annual Financial Report and any required continuing disclosures were filed with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access (EMMA).

IRS Examination. In the event the Internal Revenue Service ("*IRS*") commences an examination of any Obligations, the Compliance Officer shall inform the Board of such event, and is authorized to respond to inquiries of the IRS, and to hire outside, independent professional counsel to assist in the response to the examination.

The purpose of this policy is to establish a dollar limit and useful life limit criteria for assets that are to be treated as capital assets, rather than expended as acquired.

All expenditures for capital assets over the capitalization thresholds depicted in the table below, with a useful life no less than three years are maintained on a computer capital asset system. The system records all pertinent asset information such as Tag#, location, description, and cost and date purchased/acquired. Assets are categorized by infrastructure, land, land improvements, building, building improvements, machinery, equipment & vehicles. Due to accounting guidelines for Proprietary Funds, the assets of enterprise funds (a type of proprietary fund), such as Arrowhead Golf Club, and internal service funds (a type of proprietary fund), such as Information Systems and Telecommunications, are segregated from the general capital assets of the Park District.

Assets acquired in a group, which individually are below the capitalization limit, may be capitalized if those assets in the aggregate are significant. (*See GASB Implementation Guide 2021 question 5.1.*)

ASSET CATEGORY	CAPITALIZATION THRESHOLD
Land	\$1
Construction in Progress	N/A
Machinery, Equipment & Vehicles	\$10,000
Land Improvements	\$25,000
Building Improvements	\$25,000
Buildings	\$50,000
Infrastructure	\$50,000

- 1) The purpose of this policy is to promote wise investment in new capital assets of the District and protect its existing capital assets.
- 2) **Capital Improvement Plan.** Each year the District will update its long-range capital improvement plan (CIP). The CIP defines and prioritizes the capital projects that the District plans to take on in the next three years. In addition, it identifies all capital asset replacements out to 50 years. The 50 years represents the District's capital assets with the longest estimated useful life. The District includes the evaluation of the replacement of all of its capital assets to ensure that we are adequately planning for the funds needed and identifying funding sources and incorporating this information in our strategic plans.
 - a) **Definition of a capital project.** A capital project in the CIP is project with a useful life of no less than three years and whose value meets or exceeds the thresholds as defined in the table below:

ASSET CATEGORY	CAPITALIZATION THRESHOLD
Land	\$1
Construction in Progress	N/A
Machinery, Equipment & Vehicles	\$10,000
Land Improvements	\$25,000
Building Improvements	\$25,000
Buildings	\$50,000
Infrastructure	\$50,000

- b) **Link to needs assessments.** All projects in the CIP, with minor and few exceptions, should be based on needs assessments performed to determine the benefit of the asset compared to its cost.
- 3) **CIP Project Identification.** Each as part of the budget process, staff have the opportunity to request the acquisition of a capital asset. They complete a Capital Requests Form. This form is then evaluated by the Capital Budget Team (CBT) consisting of representatives from the Parks and Finance departments and the Executive Director. If the CBT determines that the project meets the

criteria explained in the CIP Project Selection section following; it will be included in the three-year CIP presented to the Board of Park Commissioners for their consideration.

- a) **Long-term operating and maintenance costs.** The estimated costs to operate and maintain the asset over its estimated useful life must be noted on the Capital Requests Form. These costs are factored into the total cost of the request.
- b) **Funding source.** The Capital Requests Form will indicate where the funding is expected to come from to acquire, operate and maintain the asset.
- c) **Project timing.** The CIP will identify the proposed schedule for acquisition of the asset, in terms of years for purposes of developing the capital budget.
 - i) For projects that include planning, bidding, construction and other milestones, staff will develop a plan for these phases to identify the when and what involved in each phase. This may be done by staff in conjunction with consultants for said project.
 - ii) For capital asset acquisitions that do not involve all of these phases, such as for the purchase of a piece of equipment, staff will refer to the District's Bidding and Purchasing policies for the appropriate guidelines to follow for acquiring assets that have been approved through the budget and appropriations ordinance.
- 4) **CIP Project Selection.** Once the budget calendar deadline for Capital Requests Forms submission has passed, the CBT will meet and evaluate the submissions. Their evaluation process will include:
 - a) **Long-term forecasts.** Long-term forecasts should be prepared to make clear the resources available for capital spending and to assess the impacts of operation and replacement costs.

- b) **Project impact.** A project should not be considered on its own. The impact a project has on other projects should be recognized and costs shared between them where appropriate.
- c) **Funding of preliminary activities.** For some projects, it may be wise to fund only preliminary engineering/planning before promising to fund the whole project. These expenses can be large, so they should be assessed and prioritized.
- d) **Operating and maintenance costs.** Resources should be identified to operate and maintain an asset before assigning resources to build it.
- e) **Life cycle costing.** The cost study of a proposed project should include the life of the asset—from planning and acquisition to disposal.
- f) **Project timing and scope.** Schedule and scope estimates should be achievable within the requested financial and human resources.
- g) **Condition of existing asset.** For assets that are scheduled for replacement, an analysis of its current condition and use will be done to determine whether it is appropriate to replace it because of the continuing need for the use of the asset and because it has reached the end of its useful life. (See also Priority of Asset Maintenance and Funding of Asset Maintenance sections below.)

5) **Balanced CIP.** The CIP is a balanced, long-term plan. For the entire period of the CIP, revenues will be equal to the projected costs. It is possible that the plan will have more costs than revenues in any single year of the plan, due to timing of the receipt of various funding sources. Two examples are bond proceeds, which could be received in a year prior to the project or grants which may be reimbursed and received after the project is completed. However, all projects must be fully funded. Staff may record, on a separate document, projects that are deemed important but cannot fit into a balanced CIP. The Board of Park Commissioners may choose to look at unfunded projects and defund an existing project in favor of another.

6) **CIP Funding Strategy.** The District may elect to use debt financing to acquire an asset or pay-as-you-go financing (i.e., cash financing). Below are guidelines to help the District make the best choice between debt and pay-as-you-go financing.

a) Factors that favor pay-as-you-go financing include situations where:

- i) The project can be funded from current revenues and fund balances;
- ii) The project can be finished within an acceptable time frame given the available revenues;
- iii) Additional debt levels could have a harmful effect on District's credit rating or repayment sources; or,
- iv) Market conditions are unstable or suggest difficulties in marketing a debt.

b) Factors that favor long-term debt financing include situations where:

- i) Revenues that will be used to pay back debt are believed to be sufficient and reliable. This makes it more likely that long-term financing can be marketed with a suitable credit rating;
- ii) Market conditions present favorable interest rates and demand for government debt financing;

iii) A project is immediately required to meet or relieve capacity needs and existing cash reserves are insufficient to pay project costs; or,

iv) The useful life of the asset is five years or longer.

7) **Priority of Asset Maintenance and Replacement.** It is the policy of the District to maintain its assets at a level that protects capital investment and reduces future maintenance and replacement costs. Each year, the District staff will develop and recommend to Board of Park Commissioners a prioritized asset maintenance spending plan. This is done within the budget document presented for their review and approval.

8) **Funding of Asset Maintenance.** It is the District's policy to assign enough resources to preserve the District's existing assets to the best of its ability before assigning resources to build or acquire new assets that also have operating and maintenance needs. This policy protects our historical investment in capital assets.

PURPOSE

The purpose of this policy is to establish the principles and parameters by which the projected end-of-year FUND BALANCE target will be defined at the beginning of each budget period. Each year, the budget document will include a discussion of the fund targets established in this policy and an explanation of any FUND BALANCE constraints or NET ASSETS restrictions. FUND BALANCE targets are established for governmental funds and NET ASSETS targets are established for proprietary funds.

The parameters established in this policy provide a range of acceptable amounts of end-of-year SPENDABLE FUND BALANCES for different types of governmental funds. In addition to establishing these targets, the policy intends that the District shall also maintain like targets in the proprietary funds. In proprietary funds however, the target is for the CASH & INVESTMENTS BALANCE. The reason for this requirement is that Net Assets of the proprietary funds don't represent spendable currency that could be used to pay the District's obligations. Establishing a policy that looks to both balances ensures that there is not a disparity between when financial resources actually become available to make payments and when they are needed.

The policy provides guidance to District staff who monitor the District's fiscal activity and who are responsible for proposing plans to meet the Park Board of Commissioners' goals.

The District will not propose a budget that would create a SPENDABLE FUND BALANCE in excess of the maximum parameters or less than the minimum parameters set forth in this policy, unless the Park Board of Commissioners resolves that it is in the best interest of the District to do so.

DEFINITIONS

CAPITAL ASSETS are long-lived, high-cost assets or improvements, needing additional investment once within a period of several years. The District's capitalization threshold for assets whose initial acquisition is \$5,000 or greater and whose useful life is no less than three years.

CASH & INVESTMENTS BALANCE is the sum of the account balances in cash and investments. The estimate of the cash balance, as of the last day of the fiscal year, will be used as a target for budgeting for the fiscal year.

FUND BALANCE is represented in the annually audited financial reports for governmental funds and represents the amount of current resources available. It equals the beginning of year balance, plus all revenues and other financing sources accrued to the fund, minus all expenditures and other financing uses accrued to the fund during the year.

NET ASSETS is the amount remaining after subtracting total liabilities from total assets on a full accrual basis.

OPERATING EXPENSES This term refers to the total amount of budgeted expenses used for regular operations, less the amounts budgeted for CAPITAL ASSETS. This term is used by proprietary funds where transactions are recorded on a full accrual basis and the measurement focus is on changes in economic resources.

OPERATING EXPENDITURES This term refers to the total amount of budgeted expenditures used for regular operations, less the amounts budgeted for Capital Assets. This term is used by governmental funds where transactions are recorded on a modified accrual basis and the measurement focus is on changes in current financial resources.

NONSPENDABLE FUND BALANCE amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).

SPENDABLE FUND BALANCE represents that portion of FUND BALANCE that is in spendable form. Examples of assets that are considered “spendable” are cash, current investments, property taxes receivable. Examples of assets that would not be considered spendable would be inventory and prepaid items.

RESTRICTED FUND BALANCE amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

COMMITTED FUND BALANCE amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

ASSIGNED FUND BALANCES are amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.

According to GAAP, Enterprise-type funds do not have “fund balance.” For enterprise funds **UNRESTRICTED NET ASSETS** is a comparable figure.

UNRESTRICTED NET ASSETS is that portion of NET ASSETS that has not been restricted for a specific purpose.

GUIDING PARAMETERS

A target **SPENDABLE FUND BALANCE** is established to provide financial stability, cash flow for operations, and the assurance that the District will be able to respond to emergencies with fiscal strength. It is anticipated that unexpected situations may cause the District to fall below these targets, at which point certain steps will be followed to correct the deficiency, as outlined in this Policy below under “Minimum Targets”. The District’s flow assumption for Fund Balance is to spend first Restricted, then Committed and then Assigned Fund Balances.

The following parameters will be used as part of the budget process to establish targets for the following funds:

General Fund – The General Fund target limits the General Fund Spendable Fund Balance to a specific range based on OPERATING EXPENDITURES. The target range is three to six months of annual OPERATING EXPENDITURES. Balances above the maximum are transferred to the Capital Projects fund with Board approval.

Recreation Fund – The Recreation Fund's Spendable Fund Balance target is a minimum based upon OPERATING EXPENDITURES. The target range is two months to four months of annual OPERATING EXPENDITURES. Balances above the maximum are transferred to the Capital Projects fund with Board approval.

Museum, Insurance, Audit, FICA and IMRF Funds – These funds Spendable Fund Balance targets are no less than three months and no more than six months of OPERATING EXPENDITURES. These funds will be monitored and the taxes levied to support them will be adjusted to ensure that they operate within the target levels.

Special Recreation Fund – No target is established for this fund. All amounts levied are transferred to the Western DuPage Special Recreation Association (WDSRA) to provide for the recreational needs of our special needs population.

Debt Service Fund – The only activities in this fund are recording the taxes received to pay debt, paying debt and recording the small interest earned. 100% of a Debt Service Fund's Fund Balance is restricted for Debt Service, excess balances cannot be transferred to other funds. Because DuPage County has historically been so reliable for disbursing tax receipts, this fund's minimum target is \$5,000. This assumes that the debt service payments due in June follow the traditional pattern of being interest only, and less than 50% of the total debt service for the year and that we will receive DuPage taxes on June 1st and 15th more than sufficient to cover the June debt service. The \$5,000 is intended to cover the other expenses of the fund, such as paying agent fees. This fund's maximum target is the fund's annual budgeted expenditures. The maximum is not established as a goal to meet, but rather to readily illustrate the fund's annual cash needs. This fund's target is for Cash and Investments balance, not Fund Balance as the objective is to have sufficient cash on hand to pay obligations when due.

Capital Projects Fund – The Capital Projects Fund balance is reviewed in developing the Capital Improvements Program. Debt financing, grants, or interfund transfers can be used to finance projects when balances are not adequate. The Fund Balance of a capital project type fund is 100% restricted or assigned for Construction and Development. Also, all of the expenditures in these funds are for CAPITAL ASSETS. Increases and decreases in fund balances are associated with the specific projects planned. Therefore, no specific target is established for this fund.

Golf Fund – The target for this fund is bifurcated; there is a target established to accumulate the resources in Cash and Investments of at least \$1,000,000 and no more than \$10,000,000 for CAPITAL ASSETS for replacement of significant facility components, such as a portion of the roof of the Facility. This component will be reevaluated and may be revised as a long-term capital plan is developed for the Arrowhead facilities. This component will be tracked in the General Ledger and recorded as Designated Net Assets. Per this policy, no amount may be recorded as

Designated unless there is a like amount of CASH & INVESTMENTS available for the designated purpose. If the CASH & INVESTMENTS balance declines in subsequent period, the amount recorded as designated must be reduced accordingly. In order to begin accumulating these funds, the District will take 40% of its bottom line annually and designate it for this use. 12% of the 40% is to be designated for the Golf side and 28% for the Food & Beverage side, commensurate with their respective contributions to the bottom line.

The second component of this fund's target is the target for the UNRESTRICTED NET ASSETS and a like amount of CASH & INVESTMENTS. This target is a minimum of two months OPERATING EXPENSES and a maximum of four months of OPERATING EXPENSES. Once these two components have been satisfied, any remaining dollars are to be transferred to the Capital Projects Fund to support the capital needs of the District, consistent with the goal of this fund to support the District.

Internal Service Funds – No target is established for these funds as they are funded 100% by transfers from other funds. They exist to allow the District to independently track the amounts being expended for health and information systems & telecommunications.

REPORTING - Staff will prepare and include in the budget document a schedule that shows the status of the District's balances compared to the targets outlined in this policy. The Executive Director of the Wheaton Park District is given authority within this policy to assign fund balance to specific projects or planned expenditures.

MINIMUM TARGETS - Management will monitor the major revenue collections and the amount of cash available by reviewing the monthly financial reports. Further, in the interest of being transparent staff will prepare a monthly report identifying the relative fund balance positions for the governmental funds with such targets and the cash and investment position for the Golf Fund. During the year, if revenue projections suggest that revenue will not meet expectations and the fund target(s) will not be met by yearend, the Executive Director will take the following actions to reach the goals established in the adopted budget:

- Review expenses with Directors,
- Reduce capital asset expenditures,
- Reduce operational expenditures, where appropriate, while maintaining the adopted budget goals,
- Present to the Board of Park Commissioners other expenditure control options, including those that might modify the goals established in the adopted budget.

EXCEPTIONS TO THE POLICY - If the Board of Park Commissioners adopts a budget that does not meet the parameters of this policy, then the budget will include a plan for adhering to this Policy within a three-year period.

Cellular Phone Policy *(This policy is also in section 11.1 of the Personnel Manual)*

The Wheaton Park District recognizes that its employees' ability to communicate to supervisors, co-workers, vendors and others is sometimes essential to the efficient delivery of services to residents, and that such communication may occur through the use of a cellular phone ("cell phone") The purpose of this Cellular Phone Policy is to provide direction and parameters for approval and use of cell phones by Park District employees for Park District business.

Criteria for Use of a Park District Cell Phone to Conduct Park District Business

The Park District understands that employees may use a personal cell phone to perform responsibilities on behalf of the Park District. In addition, the Park District, at its own discretion, may issue a cell phone to an employee if such a cell phone is required to conduct his or her duties on behalf of the Park District. In all circumstances, a Park District-issued cell phone will be issued to an employee by the employee's Department Director upon the recommendation of the employee's immediate supervisor. The Department Directors will determine which package plan will be given for each position in his or her department, depending upon the need and responsibilities of the position. Generally, criteria that will be considered whether a Park District cell phone will be issued to an employee includes the following:

- (a) The job function of the employee requires considerable time outside of his/her assigned office or work area and, in order to effectively perform his or her job, the employee must be accessible during such times or needs constant access to emails and other electronic information;
- (b) The job function of the employee requires him/her to be accessible to the Park District outside of scheduled or normal working hours on a recurring basis;
- (c) The employee is a critical decision maker, as determined by his or her Department Director;
- (d) The employee has a position that requires him or her to be an emergency contact, part of a response team, or has multiple scheduling responsibilities; or
- (e) An employee that is required to be highly responsive to citizens, staff members, customers, service providers, contractors, vendors, and any others that support or service the Park District outside of normal business hours.

The Park District reserves the right to modify the criteria required for an employee to be issued a Park District cell phone, periodically review an employee's position to determine if a cell phone is still needed by the employee to perform his or her job, utilize other factors in determining whether to issue a cell phone to an employee or whether to continue to allow an employee to retain a cell phone, change the cellular or data plan, or revoke the approved use of a Park District cell phone at any time, with or without notice, in the Park District's sole discretion.

Use of Park District-Issued Cell Phones

(a) Unless the employee agrees to pay for personal usage of the Park District cell phone, a Park District-issued cell phone is intended to be used for official Park District business only and employees are not to use the cell phone for any personal reasons.

(b) Subject to the terms of this Policy, an employee issued a Park District cell phone may use the cell phone for personal use if he or she agrees to deduct an amount specified by the Human Resources Manager, based on current plan prices, on the first two pay cycles of each month for said personal usage. An employee wishing to use his or her Park District issued cell phone for personal use should contact payroll for current rates for the same. Also, because it is possible that a part time employee would not work every pay period and thus not be able to have a personal deduction made every pay period, part time employees will not be eligible for having a District cell phone assigned exclusively to them and allowed to use it for personal use as well as business use. They may be assigned a District cell phone for business use only, but if they are found to use it for personal use, loss of privilege of District-owned phone will ensue.

(c) Employees are responsible for the safe-keeping of a Park District issued cell phone and must not allow the cell phone to be used by an unauthorized party. If an employee believes a breach of security has occurred with respect to his or her cell phone, or discovers another employee has misused said cell phone, he/she must notify the Executive Director immediately.

(d) Employees are to use care and caution when downloading a web application or any other program on the Park District issued cell phone. The costs associated with the downloading of unauthorized web applications and any other unauthorized downloads are the responsibility of the employee and prior approval must be obtained.

(e) Employees whose personal cellular phone usage is excessive, resulting in additional expense to the Park District, may be required to reimburse the Park District for phone charges for personal, non-business related long distance, or other charges that exceed the Park District's contracted package allocations.

(f) A cell phone assigned to an employee may be revoked at any time at the discretion of the Department Director or Executive Director, with or without notice.

Use of Personal Cell phones to Conduct Park District Business

An employee who is eligible for a Park District issued cell phone based on the criteria set forth in 11.1 above may choose to opt out of using a Park District issued cell phone and use their personal cell phone for Park District business as set forth herein.

In the event an employee eligible to receive a Park District issued cell phone opts to use his or her own personal phone, the employee will obtain a contract of their choosing at their sole

expense and the Park District will issue the employee a stipend for the employee's use of his or her personal cell phone for Park District business. The stipend will be established by the Park District, will be paid the first two pay cycles of each month, and will appear on the employee's paycheck. In the event a part time employee is offered a stipend for their use of a personal cell phone, they will receive said stipend for the first two pay periods of the month only when they receive a paycheck for hours worked in that pay period. If they do not work in that pay period, they will not receive a stipend for that pay period. The plan chosen by the employee for their personal cell phone will have no bearing on the level of stipend provided. The employee is responsible for all charges associated with their personal use of the cell phone beyond the Park District stipend. The stipend shall terminate on the last paycheck upon termination or if the employee's privileges for the stipend are withdrawn.

Employees receiving a stipend must maintain their account in good standing and shall notify their Department Director immediately if for any reason their personal cell phone becomes inoperative. With respect to cell phone use, the employee must also agree to publish their personal phone number in the internal Park District phone directory.

Rules for Use of Cell Phones

Employees are expected to behave in a professional and courteous manner while using a cell phone to perform Park District business and shall comply with all Park District policies and procedures contained in the Park District's Personnel Employee Manual in said use, including but not limited to the Park District's policies against sexual or other harassment. Therefore, an employee shall not create, send or receive any intimidating, hostile, or offensive communications or materials concerning race, color, religion, sex, age, national origin, disability, or any other protected class on his or her cell phone. Additionally:

(a) Cell phone use is discouraged when a desktop phone is available and can be used. While at work, employees are expected to exercise the same discretion in using personal cell phones as is expected for the use of Park District desktop phones. Personal calls should be brief and limited in nature.

(b) Any employee who engages in excessive, frivolous or inappropriate texting, emailing, telephoning, or other activities with a cell phone during working hours is not being attentive to his/her work duties, and, at the discretion of the Executive Director, the employee may be subject to disciplinary action up to and including termination of employment, loss of privilege of District-owned phone, or financial liability for the costs associated with the employee's improper use of Park District equipment and resources.

(c) Any communication sent by a personal cell phone regarding Park District business is also subject to disclosure under the Freedom of Information Act (FOIA) and release pursuant to a

discovery request in the event of litigation. As such, employees using cell phones, whether Park District issued or personal, for Park District business, shall not delete and shall take the necessary steps to protect access to and archive Park District information contained in emails, texts, internet, and any other electronic communication on the employee's cell phone.

(d) Regardless whether an employee is using a personal, or Park District-issued, cell phone, he/she is expected to perform his/her duties in a professional and safe manner and is prohibited from use of mobile technology while operating a motor vehicle on behalf of the Park District, is expected to comply with all state and federal laws regarding the use of cell phones.

i. Employees using cellular phones for Park District business purposes are expected to refrain from making or answering work related calls while driving on Park District business for safety purposes. Employees must pull off to the side of the road prior to placing or accepting a call. Special care should be taken in situations where there is traffic, inclement weather, or the employee is driving in an unfamiliar area. Under no circumstances are employees allowed to place themselves at risk to fulfill business needs.

ii. No employee may operate a motor vehicle on a roadway while using an electronic communication cell phone to compose, send, or read an electronic message. The definition of an "electronic message" includes, but is not limited to, a text message, an instant message, or a command or request to access an internet site.

iii. In compliance with state law, no employee may operate a motor vehicle in a **SCHOOL** or on a highway **CONSTRUCTION** zone while using a cell phone without the use of a hands-free cell phone. 625 ILCS 5/12-610.1

Any employee that uses a cell phone to conduct Park District business in violation of this Policy shall be subject to discipline, up to and including dismissal.

No Expectation of Privacy

Employees have no expectation of privacy in the contents of any data stored on, sent to, sent from, or received from a cell phone issued by the Park District. Wheaton Park District reserves the right to audit and monitor the use of any Park District-issued cell phone, including any data that has been sent, received, or stored on the cell phone, including but not limited to, all web browsing, phone calls, text messages, e-mails, pictures, videos and other images.

Any communication sent by a personal cell phone regarding Park District business is also subject to disclosure under FOIA and release pursuant to a discovery request in the event of litigation.

Repair, Replacement and Removal of Cell phones

An employee in possession of a Park District-issued cell phone is expected to take reasonable precautions to protect the equipment from loss, damage, or theft. If an employee's cell phone

is not operating properly, he/she should notify his/her supervisor before taking any steps to repair or replace the cell phone. If the cell phone needs service or replacement due to normal wear and tear, the Park District will decide whether to repair or replace the cell phone and such cost shall be at the expense of the Wheaton Park District.

If the Park District-issued cell phone is damaged due to the employee's carelessness, the employee is responsible for paying the expense of having the cell phone repaired or replaced. In such an instance, the Park District will determine whether the cell phone will be repaired or replaced. Likewise, the employee shall pay the expense of replacing his/her Park District-issued cell phone if the cell phone is lost or stolen.

The employee bears sole responsibility for the cost of any repairs or replacement if a personal cell phone is damaged or lost while the employee is performing responsibilities on behalf of the Park District.

A Park District-issued cell phone is the property of the Wheaton Park District and as such may be removed from the employee's possession at any time. Upon resignation or termination of employment, or at any time upon request, the employee must produce the cell phone for return or inspection. Employees who do not present the cell phone in good working condition within the requested time period may be required to pay the cost of its replacement.

The Park District has the right to amend this policy at any time, with or without notice.

A. *Purpose*

The purpose of this policy is to identify the various revenues sources the District has available to it and to specify what services those revenues sources are intended to support.

B. *Revenue Sources*

The District has nine revenue sources. They include: taxes, charges for services, debt proceeds, rentals, product sales, grants & donations, miscellaneous revenues, interest and transfers in.

C. *Services Supported*

1. **Taxes** are used to support services that are desired by the public but not readily charged to users, community support for a desired amenity, or for users who may not have the ability to pay.
 - a. Examples of services not readily charged directly to users are park maintenance, snow removal on District property and facility accessibility.
 - b. Examples of services provided due to community support for a desired amenity are the Cosley Zoo, Central Athletic Center and the Community Center.
 - c. Examples of services where users may not have the ability to pay would be leisuership support provided to residents who lack the financial resources to participate in some of our program activities or facility use passes (such as pool passes in the summer).
2. **Charges for services** are the fees the District provides to users directly based upon their consumption of our services. This includes a wide variety of programming offered through our Recreation, Athletic, Historical Museum, Lincoln Marsh, and Cosley Zoo Departments. It also includes sponsorships/advertising for various events and/or in our brochures. It also includes memberships at our seasonal outdoor pools and at our Parks Plus Fitness Center. Additionally, green fees, golf lessons, driving range fees and cross country skiing fees are included in Charges for services. The District also has a "Fees and Charges Policy" that delves into this revenue source in greater depth, examining how to justify the means of determining fees and charges.
3. **Debt proceeds** are funds received from issuing debt. The District limits long-term debt to only those capital improvements that cannot be financed from current revenues. The District does not issue debt

to fund operations. The District's "Debt Policy" spells out in detail the reasons for issuing debt and related goals.

4. **Rentals** include facility rentals, park permits, field rentals, cell tower rentals, and golf equipment rentals. Rental rates are intended to recoup direct costs of the rental and where possible to cover indirect and related selling costs.
5. **Product sales** include concession operations, athletic uniforms, gift shop sales, restaurant food and liquor sales, beverage cart sales, halfway house sales, and banquet sales. These revenues are intended to cover all associated costs as well as providing funds to support the related operations.
6. **Grants & donations** include grants and donations from other units of government and philanthropic organizations. The most significant recurring source of donations for the District is actually the three 501c-3 foundations that the District has established (Cosley Zoo Foundation, DuPage County Historical Museum Foundation and the Play for All Foundation). The District encourages potential donors to make donations to these foundations to benefit the District as they exist solely to support various aspects of the District's mission.
7. **Miscellaneous income** consists of sundry sources of income that are either immaterial in amount or infrequent in occurrence or both. An example of one miscellaneous income source is the sale of scrap materials by our Parks Department.
8. **Interest income** consists of interest earned on investments of the District's idle cash. Although not a material source of income for the District, these funds are used to support services as needed, but primarily those as described for Tax revenues.
9. **Transfers in** are primarily interfund transfers, which in most years are funds transferred from operating funds (specifically General, Recreation, and Golf funds) to the Capital fund to pay for capital projects of the District. This does not include capital projects for the Golf fund, which are funded directly by the Golf fund in that fund.
10. **One-Time Revenues** The District will not use one-time revenues to support recurring expenses. This policy helps the District to spend within its means and stay financially healthy. Some of the District's revenue sources are unstable. This means that the amount the

District receives from that source can vary from year to year. Grants and Donations are good examples. Because these revenues are unstable and unreliable, the District cannot assume that the same revenue will be available in future years. Therefore, the District will treat the portion of the revenue that is above what we normally receive as if it were a one-time revenue.

CONTRACTS

The Park District shall award and enter into contractual agreements with vendors for completion of construction projects and for the procurement of goods and services for other than construction projects (such as service agreements) if it is determined to be in the best interest of the District. Said contract shall be dated and signed by the Executive Director of the Park District and by an officer of the contracting organization and filed in the Administrative Offices of the District and stored electronically attached to the applicable vendor within the District's licensed financial software.

I. PURPOSE AND GOALS

The Wheaton Park District developed this Debt Management Policy to help ensure the District's creditworthiness and to provide a functional tool for debt management and capital planning. The Wheaton Park District faces continuing capital infrastructure requirements to meet the increasing needs of its residents. The District limits long-term debt to only those capital improvements that cannot be financed from current revenues. The District does not use long-term debt to fund operating programs.

Consequently, the District needs to anticipate increases in debt levels based upon historical data. With these increases, the effects of decisions regarding the type of issue, method of sale, and payment structure become ever more critical to the District's financial well-being. To help ensure the District's credit worthiness, an established program of managing the District's debt becomes essential.

The purpose of this policy is to provide a functional tool for debt management and capital planning, as well as enhancing the District's reputation for managing its debt in a conservative and prudent manner.

GOALS RELATED TO THE ISSUANCE OF GENERAL OBLIGATION AND REVENUE BOND DEBT

In following this policy, the District shall pursue the following goals when issuing debt:

- Maintain at least an A2 credit rating for each rated general obligation debt issue.
- Take all practical precautions to avoid any financial decision which will negatively impact current credit ratings on existing or future debt issues.
- Consider market timing.
- Determine the amortization (maturity) schedule which will best fit with the overall debt structure of the District's general obligation debt and related tax levy at the time the new debt is issued. The District may choose to delay principal payments or capitalize interest during project construction. For issuance of revenue bonds, the amortization schedule which will best fit with the overall debt structure of the enterprise fund and its operating cash flow will be considered. Consideration will be given to coordinating the length of the issue with the lives of assets, whenever practicable, while considering repair and replacement costs of those assets to be incurred in future years as an offset to the useful lives, and the related length of time in the payout structure.
- Consider the impact of such new debt on overlapping debt and the financing plans of local governments which overlap, or underlie the District.
- Assess financial alternatives to include new and innovative financing approaches, including, whenever feasible, grants, revolving loans or other state/federal aid.
- Minimize debt interest costs.
- Level or declining debt service shall be employed unless operational matters dictate otherwise, or except to achieve overall level debt service with existing bonds. The District shall be mindful of the potential benefits of bank qualification and will strive to limit its annual issuance of debt to \$10 million or less when such estimated benefits are greater than the benefits of exceeding the bank qualification limit. Should subsequent changes in the law alter this limit, the District policy will be reevaluated.

II. DEBT ISSUANCE IN GENERAL**A. Authority and Purposes of the Issuance of Debt**

The laws of the State of Illinois authorize the issuance of debt by the District. The Local Bond Law confers upon park districts the power and authority to contract debt, borrow money, and issue bonds for public improvement projects as defined therein. Under these provisions, the District may contract debt to pay for the cost of acquiring, constructing, reconstructing, improving, extending, enlarging, and equipping such projects or to refund bonds.

B. Types of Debt Issued

1. Short-Term. (three years or less) The District may issue short-term debt to finance the purchase of non-capital equipment having a life exceeding one year or provide increased flexibility in financing programs. The District will have no more than 10% of its outstanding general obligation debt in short term debt.
2. Long-Term. (more than three years) The District may issue long-term debt which may include, but not be limited to, general obligation bonds, certificates of participation, capital appreciation bonds, special assessment bonds, self-liquidating bonds, double barreled bonds, and municipal bonds. The District may also enter into long-term leases for public facilities, property, and equipment with a useful life greater than one year.

C. Capital Improvement Program

The Capital Improvement Program (CIP), prepared by staff, and must be approved by the Board, and shall determine the District's capital needs. The program shall be a five-year plan for the acquisition, development and/or improvement of the District's capital assets. Projects included in the CIP shall be prioritized; and the means for financing each shall be identified. The first year of the program shall be the Capital Budget. If the current resources are insufficient to meet the needs identified in the Capital Budget, the Board may consider incurring debt to fund the shortfall. The Board, upon advice from a District's municipal advisor, may also consider funding multiple years of the Capital Improvement Program by incurring debt. The CIP should be revised and supplemented each year in keeping with the District's policies on debt management.

D. Structure of Debt Issues

The duration of a debt issue shall not exceed the economic or useful life of the improvement or asset that the issue is financing. The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions and, as practical, to recapture or maximize its credit capacity for future use, and moderate the impact to the taxpayer. In keeping with the stated goals of this debt management policy, the District shall structure each general obligation issue (except refunding issues) to comply with the rapidity of debt repayment provisions in Section III. E. 1. (see below).

E. Sale of Securities

All debt issues should be sold through a competitive bidding process based upon the lowest offered True Interest Cost (TIC), unless Board deems a negotiated sale the most advantageous to the District.

F. Credit Enhancements

The District may enter into agreements with commercial banks or other financial entities for the purpose of acquiring letters of credit, municipal bond insurance, or other credit enhancements that will provide the District with access to credit under terms and conditions as specified in such agreements when their use is judged cost effective or otherwise advantageous. Any such agreements shall be approved by the Board.

G. Bond Ratings

The Board, upon advice from the District's municipal advisor, may also consider obtaining a bond rating on any bonds issued.

H. Inclusion of Local Institutions

In the interest of promoting Wheaton, whenever practical and in the best interests of the Wheaton Park District, local financial institutions are to be offered the opportunity to bid on debt instruments.

III. LEGAL CONSTRAINTS AND OTHER LIMITATIONS ON THE ISSUANCE OF DEBT

A. State Law

30 ILCS 305/0.0 I, et. seq.: the short title is "The Bond Authorization Act."

B. Authority for Debt

The District may, by bond ordinance, incur indebtedness or borrow money, and authorize the issue of negotiable obligations, including refunding bonds, for any capital improvement of property, land acquisition, or any other lawful purpose except current expenses, unless approved by the Board.

C. Debt Limitation

The debt limitations of the bond laws restrict the District to issues such that the aggregate principal indebtedness of the District does not exceed 2.875% of the taxable real property within the District.

D. Methods of Sale

Bonds will be sold in accordance with 30 ILCS 350/10 by means of a public or private sale as determined appropriate by the Board of Park Commissioners. The District may issue short-term notes by negotiated sale if the bond ordinance or subsequent resolution so provides.

1. Bonds. All bonds will mature within the period or average period of usefulness of the assets financed; and the bonds will mature in installments, the first of which is payable not more than three years from the dated date of the bonds.
2. Municipal Advisor. To ensure independence, the Municipal Advisor retained by the District will not bid on nor underwrite any District debt issues on which it is advising.

E. Credit Implications

When issuing new debt, the District should not exceed credit industry benchmarks where applicable. Therefore, the following factors should be considered in developing debt issuance plans:

1. Rapidity of Debt Service Repayment

The District's general obligation bond issues should be structured whereby 100% of the debt will be retired within twenty years. It is also desirable to structure the District's general obligation bond issues so that at least 50% of the principal will be retired within 10 years.

2. Current General Fund Cash Reserve

The District should maintain a General Fund cash and investments balance equal to no less than three months of total annual expenditures, exclusive of capital expenditures (assumed to be expenditures that would be discretionary should the economy take a nosedive). The Recreation Fund should maintain a cash and investments balance equal to no less than two months of total annual expenditures, exclusive of capital expenditures. Such calculations, including a projection to December 31st (of the current fiscal year), shall be made on an annual basis by the Finance Director during the budget process.

IV. DEBT ADMINISTRATION

A. Financial Disclosures

The District shall prepare appropriate disclosures as required by the Securities and Exchange Commission, the federal government, the State of Illinois, rating agencies, underwriters, investors, agencies, taxpayers, and other appropriate entities and persons to ensure compliance with applicable laws and regulations. For more details on these disclosures, please refer to the District's Disclosure Policy.

B. Review of Financing Proposals

All capital financing proposals that involve a pledge of the District's credit shall be referred to the Finance Director/Treasurer who shall determine the financial feasibility and impact on existing debt of such proposal, and shall make recommendations accordingly to the Executive Director.

C. Refunding Policy

The District should consider refunding outstanding debt when legally permissible and financially advantageous. A net present value debt service savings of at least three percent or greater must be achieved.

D. Investment of Borrowed Proceeds

The District acknowledges its ongoing fiduciary responsibilities to actively manage the proceeds of debt issued for public purposes in a manner that is consistent with Illinois statutes that govern the investment of public funds, and consistent with the permitted securities covenants of related bond documents executed by the District. The management of public funds should enable the District to respond to changes in markets or changes in payment or construction schedules so as to (i) minimize risk, (ii) ensure liquidity, and (iii) optimize returns.

E. Annual Evaluation of Refinancing Opportunities

The District shall on an annual basis ensure that an evaluation of the outstanding debt issues is performed to ascertain whether a refinancing is appropriate for any of the outstanding issues.

V. GLOSSARY OF TERMS

Ad Valorem Tax - A direct tax based "according to value" of property.

Advanced Refunding Bonds - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advanced refunding bonds are deposited in escrow with a fiduciary, invested in United States Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date.

Amortization - the process of paying the principal amount of an issue of bonds by periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders.

Arbitrage - Usually refers to the difference between the interest paid on the tax-exempt securities and the interest earned by investing the proceeds in higher yielding taxable securities. Internal Revenue Service regulations govern arbitrage (reference I.R.S. Reg. 1.103-13 through 1.103-15).

Arbitrage Bonds - Bonds which are deemed by the I.R.S. to violate federal arbitrage regulations. The interest on such bonds becomes taxable and the bondholders must include this interest as part of gross income for federal income tax purposes (I.R.S. Reg. 1.103-13 through 1.103-15).

Assessed Value - An annual determination of the just or fair market value of property for purposes of ad valorem taxation.

Basis Point - 1/100 of one percent.

Bond - Written evidence of the issuer's obligation to repay a specified principal amount on a date certain, together with interest at a stated rate, or according to a formula for determining that rate.

Bond Anticipation Notes (BANS) - Short-term interest bearing notes issued by a government in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

Bond Counsel - An attorney retained by the District to render a legal opinion whether the District is authorized to issue the proposed bonds, has met all legal requirements necessary for issuance, and whether interest on the bonds is, or is not, exempt from federal and state income taxation.

Bonded Debt - The portion of an issuers total indebtedness represented by outstanding bonds.

Direct Debt or Gross Bonded Debt – Is the sum of the total bonded debt and any unfunded debt of the issuer.

Net Direct Debt or Net Bonded Debt – Is the Direct debt less sinking fund accumulations and all self-supporting debt.

Total Overall Debt – Consists of Net direct debt plus the issuer's applicable share of the direct debt of all overlapping jurisdictions.

Net Overall Debt - Net direct debt plus the issuer's applicable share of the net direct debt of all overlapping jurisdictions.

Overlapping Debt - The issuer's proportionate share of the debt of other local governmental units which either overlap or underlie it

Callable Bond - A bond which permits or requires the issuer to redeem the obligation before the stated maturity date at a specified price, called the call price, usually at or above par value.

Capital Appreciation Bonds (CAB) - A long-term security on which the investment return is reinvested at a stated compound rate until maturity. The investor receives a single payment at maturity representing both the principal and investment return.

Certificates of Participation - Documents, in fully registered form, that act like bonds. However, security for the certificates is the government's intent to make annual appropriations during the term of a lease agreement. No pledge of full faith and credit of the government is made. Consequently, the obligation of the government to make basic rental payments does not constitute an indebtedness of the government.

Commercial Paper - Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank.

Coupon Rate - The annual rate of interest payable on a coupon bond (a bearer bond or bond registered as to principal only, carrying coupons evidencing future interest payments), expressed as a percentage of the principal amount.

Debt Limit - The maximum amount of debt an issuer is permitted to incur under constitutional, statutory or charter provision.

Debt Service - The amount of money necessary to pay interest on an outstanding debt, the serial maturities of principal for serial bonds, and the required contributions to an amortization or sinking fund for term bonds.

Demand Notes (Variable Rate) - A short-term security which is subject to a frequently available put option feature under which the holder may put the security back to the issuer after giving specified notice. Many of these securities are floating or variable rate, with the put option exercisable on dates on which the floating rate changes.

Double Barreled Bonds (Combination Bonds) - A bond which is payable from the revenues of a governmental enterprise and are also backed by the full faith and credit of the governmental unit.

Enterprise Funds - Funds that are financed and operated in a manner similar to private business in that goods and services provided are financed primarily through user charges.

General Obligation Bond - A bond for whose payment the full faith and credit of the issuer has been pledged. More commonly, but not necessarily, general obligation bonds are payable from ad valorem property taxes and other general revenues.

Lease Purchase Agreement (Capital Lease) - A contractual agreement whereby the government borrows funds from a financial institution or a vendor to pay for capital acquisition. The title to the asset(s) normally belongs to the government with the lessor acquiring security interest or appropriate lien therein.

Letter of Credit - A commitment, usually made by a commercial bank, to honor demands for payment of a debt upon compliance with conditions and/or the occurrence of certain events specified under the terms of the commitment.

Level Debt Service – An arrangement of serial maturities in which the amount of principal maturing increases at approximately the same rate as the amount of interest declines.

Long-Term Debt - Long-term debt is defined, for purposes of this policy, as any debt incurred whose final maturity is more than three years.

Maturity - The date upon which the principal of a municipal bond becomes due and payable to bondholders.

Mini-bonds - A small denomination bond directly marketed to the public.

Net Interest Cost (NIC) - The traditional method of calculating bids for new issues of municipal securities. The total dollar amount of interest over the life of the bonds is adjusted by the amount of premium or discount bid, and then reduced to an average annual rate. The other method is known as the true interest cost (see "true interest cost").

Offering Circular - Usually a preliminary and final document prepared to describe or disclose to investors and dealers information about an issue of securities expected to be offered in the primary market. As a part of the offering circular, an official statement shall be prepared by the District describing the debt and other pertinent financial and demographic data used to market the bonds to potential buyers.

Other Contractual Debt - Purchase contracts and other contractual debt other than bonds and notes. Other contractual debt does not affect annual debt limitation and is not a part of indebtedness within the meaning of any constitution or statutory debt limitation or restriction.

Par Value or Face Amount - In the case of bonds, Par Value or Face Amount is the amount of principal which must be paid at maturity.

Parity Bonds - Two or more issues of bonds which have the same priority of claim or lien against pledged revenues or the issuer's full faith and credit pledge.

Principal- The face amount or par value of a bond or issue of bonds payable on stated dates of maturity.

Ratings - Evaluations of the credit quality of notes and bonds, usually made by independent rating services, which generally measure the probability of the timely repayment of principal and interest on municipal bonds.

Refunding Bonds - Bonds issued to retire bonds already outstanding.

Registered Bond - A bond listed with the registrar as to ownership, which cannot be sold or exchanged without a change of registration.

Reserve Fund - A fund which may be used to pay debt service if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements.

Self Supporting or Self Liquidating Debt - Debt that is to be repaid from proceeds derived exclusively from the enterprise activity for which the debt was issued.

Short-Term Debt -Short-term debt is defined for purposes of this policy as any debt incurred whose final maturity is three years or less.

Spread - The income earned by the underwriting syndicate as a result of differences in the price paid to the issuer for a new issue of municipal bonds, and the prices at which the bonds are sold to the investing public, usually expressed in points or fractions thereof.

Tax-Exempt Bonds - For municipal bonds issued by the District tax-exempt means interest on the bonds are not included in gross income for federal income tax purposes; the bonds are not items of tax preference for purposes of the federal, alternative minimum income tax imposed on individuals and corporations; and the bonds are exempt from taxation by the State of Illinois.

Term Bonds - Bonds coming due in a single maturity.

True Interest Cost (TIC) - Also known as Canadian Interest Cost. A rate which, when used to discount each amount of debt service payable in a bond issue, will produce a present value precisely equal to the amount of money received by the issuer in exchange for the bonds. The TIC method considers the time value of money while the net interest cost (NIC) method does not.

Yield to Maturity - The rate of return to the investor earned from payments of principal and interest, with interest compounded semiannually and assuming that interest paid is reinvested at the same rate.

Zero Coupon Bond - A bond which pays no interest, but is issued at a deep discount from par, appreciating to its full value at maturity.

Pursuant to the District's responsibilities under the securities laws, including its continuing disclosure undertakings (the "*Undertakings*") under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended, and the Securities and Exchange Commission's statements in enforcement actions, it is necessary and in the best interest of the District that the District's (i) preliminary and final official statements or offering circulars and any supplements or amendments thereto (collectively, the "*Official Statements*"), disseminated by the District in connection with any bonds, notes, certificates or other obligations, (ii) Annual Financial Information, as required by and defined in the Undertakings (the "*Annual Financial Information*") to be filed with the Municipal Securities Rulemaking Board's ("*MSRB*") Electronic Municipal Market Access ("*EMMA*") system, and (iii) notices of Material Events or Reportable Events, each as defined in the Undertakings, and any other required or voluntary disclosures to EMMA (each, an "*EMMA Notice*") comply in all material respects with the federal securities laws. Further, it is necessary and in the best interest of the District that the District adopt policies and procedures to enable the District to create accurate disclosures with respect to its (i) Official Statements, (ii) Annual Financial Information, and (iii) EMMA Notices. Official Statements, Annual Financial Information and EMMA Notices are collectively referred to herein as the "*Disclosures*."

In response to these interests, the District hereby adopts the following policies and procedures (the "*Disclosure Policy*"):

(a) *Disclosure Officer*. The Finance Director of the District (the "*Disclosure Officer*") is hereby designated as the officer responsible for the procedures related to Disclosures as hereinafter set forth (collectively, the "*Disclosure Procedures*").

(b) *Disclosure Procedures: Official Statements*. Whenever an Official Statement will be disseminated in connection with the issuance of obligations by the District, the Disclosure Officer will oversee the process of preparing the Official Statement pursuant to the following procedures:

1. The District shall select (a) the working group for the transaction, which group may include outside professionals such as disclosure counsel, a municipal advisor and an underwriter (the "*Working Group*") and (b) the member of the Working Group responsible for preparing the first draft of the Official Statement.

2. The Disclosure Officer shall review and make comments on the first draft of the Official Statement. Such review shall be done in order to determine that the Official Statement does not include any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements made in the Official Statement not misleading. Particular attention shall be paid to the accuracy of all descriptions, significant information and financial data regarding the District. Examples include confirming that information relating to the District, including but not limited to demographic changes, the addition or loss of major employers, the addition or loss of major taxpayers or any other material information within the knowledge of the Disclosure Officer, is included and properly disclosed. The Disclosure Officer shall also be responsible for ensuring that the financial data presented with regard to the District is accurate and corresponds with the financial information in the District's possession, including but not limited to information regarding bonded indebtedness, notes, certificates, outstanding leases, tax rates or any other financial information of the District presented in the Official Statement.

3. After completion of the review set forth in 2. above, the Disclosure Officer shall (a) discuss the first draft of the Official Statement with the members of the Working Group and such staff and officials of the District as the Disclosure Officer deems necessary and appropriate and (b) provide comments, as appropriate, to the members of the Working Group. The Disclosure Officer shall also consider comments from members of the Working Group and whether any additional changes to the Official Statement are necessary or desirable to make the document compliant with the requirements set forth in 2. above.

4. The Disclosure Officer shall continue to review subsequent drafts of the Official Statement in the manner set forth in 2. and 3. above.

5. If, in the Disclosure Officer's reasonable judgment, the Official Statement does not include any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements made in the Official Statement not misleading, the Official Statement may, in the reasonable discretion of the Disclosure Officer, be released for dissemination to the public; *provided, however*, that the use of the Official Statement must be ratified, approved and authorized by the Board of Park Commissioners of the District.

(c) *Disclosure Procedures: Annual Financial Information.* The Disclosure Officer will oversee the process of preparing the Annual Financial Information pursuant to these procedures:

1. By June 29 of each year (the same being at least 30 days prior to the last date on which the Annual Financial Information is required to be disseminated pursuant to the related Undertaking, the Disclosure Officer shall begin to prepare (or hire an agent to prepare) the Annual Financial Information. The Disclosure Officer shall also review the audited or unaudited financial statements, as applicable, to be filed as part

of the Annual Financial Information (the “*Financial Statements*”). In addition to the required updating of the Annual Financial Information, the Disclosure Officer should consider whether additional information needs to be added to the Annual Financial Information in order to make the Annual Financial Information, including the Financial Statements, taken as a whole, correct and complete in all material respects. For example, if disclosure of events that occurred subsequent to the date of the Financial Statements would be necessary in order to clarify, enhance or correct information presented in the Financial Statements, in order to make the Annual Financial Information, taken as a whole, correct and complete in all material respects, disclosure of such subsequent events should be made.

2. If, in the Disclosure Officer’s reasonable judgment, the Annual Financial Information, including the Financial Statements, is correct and complete in all material respects, the Disclosure Officer shall file the Annual Financial Information with EMMA (or confirm that such filing is completed by any agent hired by the District for such purpose) within the timeframe allowed for such filing.

(d) *Disclosure Procedures: EMMA Notices.* Whenever the District determines to file an EMMA Notice, or whenever the District decides to make a voluntary filing to EMMA, the Disclosure Officer will oversee the process of preparing the EMMA Notice pursuant to these procedures:

1. The Disclosure Officer shall prepare (or hire an agent to prepare) the EMMA Notice. The EMMA Notice shall be prepared in the form required by the MSRB.

2. In the case of a disclosure required by an Undertaking, the Disclosure Officer shall determine whether any changes to the EMMA Notice are necessary to make the document compliant with the Undertaking.

3. If, in the Disclosure Officer’s reasonable judgment, the EMMA Notice is correct and complete and, in the case of a disclosure required by an Undertaking, complies with the Undertaking, the Disclosure Officer shall file the EMMA Notice with EMMA (or confirm that such filing is completed by any agent hired by the District for such purpose) within the timeframe allowed for such filing.

(e) *Additional Responsibilities of the Disclosure Officer.* The Disclosure Officer, in addition to the specific responsibilities outlined above, shall have general oversight of the entire disclosure process, which shall include:

1. Maintaining appropriate records of compliance with this Disclosure Policy (including proofs of EMMA filings) and decisions made with respect to issues that have been raised;

2. Evaluating the effectiveness of the procedures contained in this Disclosure Policy; and

3. Making recommendations to the Board of Park Commissioners of the District as to whether revisions or modifications to this Disclosure Policy are appropriate.

(f) *General Principles.*

1. All participants in the disclosure process should be encouraged to raise potential disclosure items at all times in the process.

2. The process of revising and updating the Disclosures should not be viewed as a mechanical insertion of current numbers. While it is not anticipated that there will be major changes in the form and content of the Disclosures at the time of each update, the Disclosure Officer should consider whether such changes are necessary or desirable in order to make sure the Disclosure does not make any untrue statement of a material fact or omit to state a material fact necessary or desirable, in order to make the statements made, in light of the circumstances in which they were made, not misleading at the time of each update.

3. Whenever the District releases information, whether in written or spoken form, that may reasonably be expected to reach investors, it is said to be "speaking to the market." When speaking to the market, District officials must be sure that the released information does not make any untrue statement of a material fact or omit to state a material fact necessary or desirable, in order to make the statements made, in light of the circumstances in which they were made, not misleading.

4. While care should be taken not to shortcut or eliminate any steps outlined in this Disclosure Policy on an ad hoc basis, the review and maintenance of the Disclosures is a fluid process and recommendations for improvement of these Disclosure Procedures should be solicited and regularly considered.

5. The Disclosure Officer is authorized to request and pay for attendance at relevant conferences or presentations or annual training sessions conducted by outside counsel, consultants or experts in order to ensure a sufficient level of knowledge for the effective administration of this Disclosure Policy.

- A. The Park District Disposal Policy establishes the guidelines to follow in disposing of all assets whose original acquisition cost was \$5K or greater. The disposal of computers is to follow this policy, even though when their value is less than \$5K.
- B. Illinois statutes require that any property of the District must be declared excess by its governing board. This is formally accomplished by the passage of a property disposal ordinance. Such disposal ordinance must be approved by three-fifths (3/5) vote of the Board of Commissioners. [70ILCS 1205/8-22]. The statute does not establish any dollar limit for what must be declared surplus.
- C. The property disposal ordinance will identify the asset(s) being disposed of, as well as the method of disposal. In disposing of equipment determined to be no longer needed by the district, the Executive Director may advertise for the disposal of surplus equipment and/or supplies.
- D. Acceptable venues for selling these assets include the city's annual auction, the DuPage County Mayors' and Manager's auction and online services such as EBay.
- E. Unless previously approved by the Board of Commissioners, purchases involving the replacement of assets currently owned by the District, shall not include trade-in arrangements. Instead, it is the policy of the District to dispose of the old property by selling it at the most advantageous value, as either a usable asset or for scrap. The determination of which assets are to be disposed of and by what method will originate in the area using the asset. The recommendation of the department is to be reviewed by the department head and the Executive Director.

Employee expense advances may be provided for training or programs. In the interest of ensuring that there is strict accountability for these funds, there is a limit of \$500 per advance. The advance must be requested and approved 30 days before the advance occurs, and proper documentation must be turned in within 60 days of the date of occurrence. If the employee did not spend the total amount of the advance, the remainder of the money must be returned with accompanying receipts. If the employee spent more money than the advance that was given, a reimbursement request must be made and turned in within 60 days along with proper documentation of all funds spent. Further, a second advance may not be issued prior the first advance being settled. Settlement consists of submitting receipts to Finance for the expenditure of the advance and a return of the unspent amount, or a completed purchase order requesting reimbursement for any funds spent in excess of the advance. These advances shall be recorded in an Employee Receivables account which will identify all outstanding advances by date and amount. Any exceptions to this policy must be approved by the Executive Director.

Consistent with IRS Publication 463, reimbursements must be submitted within 60 days of being incurred for such reimbursements to be considered made under an accountable plan and not subject to taxation. Any reimbursements submitted subsequent to 60 days will be paid through accounts payable and reported on their next paycheck and subject to taxation in compliance with IRS regulations.

A. *Purpose*

The purpose of this policy is to justify the means of determining fees and charges on a systematic basis by identifying program costs, classifying programs and the type of clientele served, and the relationship of these factors to one another.

B. *Procedures of Approval*

Each year the Recreation Department and Special Facilities will submit a budget report to the Executive Director for his/her approval. The report will include revenues and expenses for the programs for the budget year(s), the current year and prior year, as applicable.

C. *Identify and Define Cost*

1. **Direct costs** are costs, which are directly attributed to a particular program and would cease to exist if the program were not offered. Direct costs may include program leadership, program supplies and equipment, field maintenance and lining, contractual expenses, and specific promotional costs such as postage, posters and flyers.
2. **Indirect costs** are costs which are not directly attributed to any specific program. Indirect costs may include administrative and supervisory salaries, office support staff, registration resources, park services staff and supplies, finance and human resources staff and supplies, general utilities, postage, quarterly brochure costs, and promotional expenses such as flyer, film and paid advertising not for a specific program or event.
3. **Developmental costs** are costs which are directly attributed to a specific program over an extended period of one to three years. Developmental costs may include major equipment such as a balance beam, ballet mirrors and pool furniture.

D. *Fees and Charges*

1. **General Policy**

The Park Board reserves the right to annually review and approve, separate from the budget process, the rates for:

- Greens Fees at the Arrowhead Golf Club
- Pool Passes and Daily Admissions at the pools
- Parks Plus Fitness Membership Rates

The board delegates to the Executive Director the authority to establish other fees and charges using the guidelines below. The Board will approve the impact of such fees and charges in the Budget and Appropriation Ordinance.

In order to provide maximum benefit for each tax dollar paid to the Park District, it is the general policy of the Wheaton Park District that fees will be determined by the Executive Director in accordance with the following general policies:

- a. Organized activities for residents of the District will attempt to be self-supporting.
- b. Nonresident participants will be expected to pay higher fees sufficient to reimburse the District for all costs involved in providing Park District programs for their participation.
- c. Fees for activities will be set so that, with the minimum number of participants expected, direct costs will be recovered, with a larger proportion of costs recovered as enrollment increases.
- d. Fees may be waived for certain special events or services which are deemed to be in the best interest of our residents or for which the charging of a fee would be prohibitive.
- e. Fees should be kept low enough that the majority of residents would not be precluded from participation because of inability to pay.
- f. All residents of School District #200 may register at resident rates for those Park District programs conducted in or on school property.
- g. Cooperative programs with public and private agencies may be offered for which nonresident fees may be waived.
- h. Fees for use of Park District revenue-producing facilities such as the golf lessons, water park and/or pools programs, and the fitness center, will be established with the following in mind:
 1. Rates competitive with similar public and private facilities.

2. Maximize revenues without excluding the majority of residents due to an inability to pay.
3. Nonresidents are expected to pay 50 percent higher fees than residents. From time to time, the Board, at their discretion may direct this amount to be reduced.
4. Maximum service, maintenance and quality of product combined with minimum drain on operational budgets. Fees meeting the above criteria will be recommended by the Executive Director and must be approved by the Board.

2. Program Classification Guidelines for Setting Fees

- a. Classification "A": Programs and services that are primarily considered a community service. Programs subsidized by the park district with no fee or a nominal fee which is less than the direct cost of providing the program. Some examples are: Cosley Zoo, special events, some senior programs.
New or experimental programs offered on a trial basis for a specific period of time (usually one fiscal year.) At the end of this time period, these programs are moved to another classification or eliminated from the program offerings.
- b. Classification "B": Services that directly benefit only the individual participant. The user fee for these programs will be set to cover all direct program expenses plus a minimum of 30 percent of the direct expenses in order to cover indirect program costs. Minimum enrollments will be established for each program with a larger portion of the indirect costs being recovered as enrollment increases, this is true because some of the direct expenses are fixed in nature (they do not increase or decrease based on the number of participants). Programs which fall under Classification "B": which do not meet the guidelines set forth in Classification "B" will be evaluated by the department director on an individual basis, and may or may not be run, depending upon the unique circumstances involved. The vast majority of Wheaton Park District programs fall into this classification.
- c. Classification "C": Services that directly benefit only the individual participant. These programs or services are

contracted by the Park District with an outside agency or individual to provide a service in a facility not owned or operated by the Park District in which the District will be charged on a per-person or percentage basis. The user fee for these programs will cover all direct program expenses with a minimum of 30% markup to cover indirect program costs.

3. Nonresident Fees

All nonresidents will pay a user fee, which is a maximum of 50 percent higher than the resident rate, except that all residents of School District #200 may register at resident rates for those programs conducted in or on school property. This fee may be waived from time to time due to unique or unusual circumstances. The Park Board, at their discretion, may direct staff to make the nonresident fee the same as the resident fee or any amount up to 50% higher than the resident fee.

Access to Wheaton Park District programs, services and facilities shall not be denied to any person because of lack of sufficient funds. The District has established financial assistance opportunities for those with demonstrable financial need.

The District realizes that it may at times be asked to consider accepting gifts and/or bequests. The acceptance of these gifts and/or bequests will be entertained with consideration of the following:

- a) All local and state Ordinances regarding the Illinois Gift Ban Act,
- b) All relevant District policy and personnel practices,
- c) The overall benefit to the community,
- d) The overall benefit to the District,
- e) The potential associated costs, liabilities and exposure to the District,
- f) Any potential reverter clauses attached to gifts to ensure perpetuity of open/space recreation use(s) and assurance the clause(s) can be complied with

All gifts valued over \$100.00 and all gifts of real estate will be brought to the Board of Park Commissioners for approval or denial of acceptance.

A. Purpose

The purpose of the Wheaton Park District, Illinois Grant Policy is to describe the policies and procedures for developing grant proposals, receipt and management of externally funded grant awards, and responsibilities of external funding and compliance requirements.

B. Responsibilities

When Wheaton Park District applies for and receives a grant, it agrees to administer the funding according to the granting agency's terms and conditions. Accounting properly for grant expenditures and providing program documentation and evaluation is critical to the success of continuing grant award programs.

It is the responsibility of assigned department staff to appropriately and accurately manage the project and external funding per grantor agreements and guidelines and the policies and procedures of the Wheaton Park District.

C. Pre-Award

Departments considering applying for a grant shall prepare information for the Board's consideration, including the scope of grant, potential impact on operations, financial considerations, and the procedures utilized by the grantor agency.

It is the submitting department's responsibility to prepare and submit the grant application and the necessary Grant Accountability and Transparency ACT (GATA) data, including the Programmatic Risk Survey application.

Once the grant application is approved by the Board of Park Commissioners, the department head shall prepare any other documents needed for submittal of the grant proposal, committing any local match (if required), and authorizing either the Board President or the Executive Director to sign the proposal. Which party needs to sign depends upon the specific requirements of the grant(s).

It is the department's responsibility to ensure the proposal is submitted to the granting agency before the prescribed deadline.

D. Managing the Grant

The final grant agreement is signed by the Board President or Executive Director, depending on the particulars of the grant, and is held by the Wheaton Park District.

Each grant shall be tracked and monitored throughout the project life with a specific filing and tracking system. The grant agreement and grantor policies establish the requirements for charging costs to the award, reporting those costs, and requesting reimbursement.

All grant related costs invoiced must be eligible for the grant. Specifically, the cost must be reasonable, allowable, necessary and prudent to provide a direct benefit to a grant funded project.

Federal grant awards must comply with the rules and compliance requirements set forth in the Uniform Guidance (2 CFR Part 200) by the Office of Management and Budget. The Uniform Guidance establishes principles and standards for determining costs for federal awards carried out through grants, cost reimbursement contracts, and other agreements with state, local, and federally-recognized Indian tribal governments.

E. Direct Costs

Direct costs are costs that have been included in the proposal budget, and can be directly attributable to the expenses necessary to fulfill the project objectives.

F. Indirect Costs

Indirect costs, such as overhead costs or general and administrative costs, are those costs that generally are shared among projects, and therefore cannot be directly attributable to a single project.

G. Conflicts of Interest

All employees engaged in the selection, award, or administration of contracts supported by the grant award shall be free of any real or perceived conflict of interest.

H. Reporting

The purpose of grant reporting is to monitor the progress made towards fulfilling grant deliverables. The grant agreement or grantor's guidance manual will outline the required reports with time schedules by the grant for submittals.

I. Subrecipient Monitoring

The Wheaton Park District may pass grant funds to another entity. The second entity, known as the "subrecipient", may be another government entity or a non-profit organization. All grant requirements will flow down to the subrecipient. It is the Wheaton Park District's responsibility to ensure sub award is in compliance with grant provisions. The requirements of the subrecipient monitoring shall be followed in accordance with the rules and guidelines of the Uniform Guidance (2 CFR 200).

It is the responsibility of the Wheaton Park District to ensure that any subcontractor or sub awardee that will be funded through a grant award is not prohibited from receiving federal or state funds due to suspension or debarment. This is the responsibility of the department submitting the grant.

J. Grant Extension

It is the responsibility of the submitting department to track the progress of the grant project. Prior to the grant completion date, a written request for extension must be submitted to the grantor agency if the project will not reach the completion deadline date. Copies of any extension approvals shall be kept and documented by the Wheaton Park District.

K. Audits

Preparation for an audit should begin at the time the award is received. There are specific requirements that must be met when managing grants, defined within the grant agreement. Costs questioned during an audit can lead to the District having to pay back the amount of the questioned costs. In such an event, all disallowable costs must be funded by a non-grant, non-federal source.

A Single Audit is performed for entities that expend \$750,000 or more in federal awards in a given fiscal year performed by an outside auditor. A Single Audit is performed in accordance with the rules and guidelines set forth in the OMB Uniform Guidance (2 CFR 200). The Schedule of Expenditures of Federal Awards (SEFA) is an essential document for conducting the audit. The SEFA should be prepared carefully to ensure its accuracy and completeness. This schedule should be prepared on the same basis of accounting as the financial statements.

1. Purpose

The District shall maintain an environment conducive to good internal control.

2. Definitions

Internal Control comprises the plan of organization and all of the coordinated methods and measures adopted within the District to safeguard its assets, check the accuracy and reliability of its assets, check the accuracy and reliability of its accounting data, promote operational efficiency, and encourage adherence to prescribed managerial policies. (This is the broad definition, recognizing that a “system” of internal control extends beyond those matters which relate directly to the accounting and finance functions.)

This broad definition can be subdivided into two components; accounting and administrative, as follows:

- a. Accounting controls comprise the plan of organization and all the methods and procedures that are concerned mainly with, and relate directly to, the safeguarding of assets and the reliability of the financial records.
- b. Administrative controls comprise the plan of organization and all the methods and procedures that are concerned mainly with operational efficiency and adherence to managerial policies and usually relate only indirectly to the financial records.

This policy is concerned primarily with the “Accounting Controls” and when the terms “internal controls” or “controls” are used, it is meant as Accounting Controls.

3. Responsibilities

The Accounting Department is responsible for designing appropriate controls for the departments and the departments are responsible for implementation. Inherent in these responsibilities is the recognition that the cost of internal control should not exceed the benefits expected to be derived. Also, internal controls may become inadequate as conditions change, thus requiring review and modification.

4. Objectives

To provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management’s authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles (GAAP).

5. Basic Elements of Internal Control

a. Personnel

Objectives are dependent on competence and integrity of personnel, independence of assigned functions, and their understanding of prescribed procedures.

b. Computer Data Processing

Control over development, modification, and maintenance of computer programs; control over use and changes to data maintained on computer files; application controls, for example, edits that verify vendor numbers for check writing.

c. Segregation of Duties

Procedures designed to detect errors and irregularities should be performed by persons other than those who are in a position to perpetrate them.

d. Execution of Transactions

There is reasonable assurance that transactions are executed as authorized.

e. Recording and Reporting of Transactions

To permit preparation of financial statements, transactions are recorded in the proper period, amounts, and classification. The District will prepare its external financial reports in conformance with applicable statutes and GAAP. An Annual Comprehensive Financial Report (ACFR) will be prepared annually.

f. Access to Assets

Both direct physical access and indirect access through preparation/processing of documents that authorize the use or disposition of assets be limited to authorized personnel.

g. Comparison of Recorded Accountability with Assets

Comparison of actual assets with the recorded accountability, such as bank reconciliations and physical inventories.

Accounting will utilize these basic elements of internal control in formulating departmental plans suitable to each department's needs. An annual review of the plans will be performed and modifications made as required (or as a result of internal or external audits).

A. Scope of Investment Policy

This investment policy applies to the investment activities of all funds of the Wheaton Park District (the “District” or the “Park District”). All financial assets shall be administered in accordance with the provisions of this policy.

B. Responsibility for the Investment Program

The establishment of investment policies is the responsibility of the Board. Management and administrative responsibility for the investment program is hereby delegated to the Executive Director and the Finance Director/Treasurer of the District. These two are the **investment officials** of the District. No person, unless authorized by the Executive Director and the Finance Director/Treasurer, shall make investment transactions on behalf of the Park District.

The Executive Director and the Finance Director/Treasurer shall be responsible for: 1) all investment transactions undertaken; 2) establishing a system of internal controls and written procedures consistent with this policy (see Section G.2) to regulate the activities in the portfolio; and 3) amending the internal controls and the written procedures from time to time as approved by the Executive Director in a manner not inconsistent with this policy or with State law.

C. Objectives of Investment Policy

The purpose of this policy is to establish investment guidelines for Park District officials who are responsible for the safekeeping of public funds. The Park District’s funds must be invested in compliance with the requirements of the Public Funds Investment Act (30 ILCS 235/0.05 *et seq.*).

1. Generally

The District’s investment portfolio shall be managed in a manner to avoid any transaction that might impair public confidence in the District. Investments shall be made with judgment and care, not for speculation but for investment, considering the probable safety of the principal first and the probable income to be derived second. Consistent with the Illinois Sustainable Investing Act (30 ILCS 238/), material, relevant and decision-useful sustainability factors will be regularly considered by the District,

within the bounds of financial and fiduciary prudence, in evaluating investment decisions.

2. Risk Management

Safety of principle is the foremost objective of the Investment Policy of the Park District. Each transaction shall first ensure that principal losses, whether through defaults or erosion of value via fluctuations in market prices, are avoided. The objective will be to mitigate credit risk and interest rate risk.

a. Credit Risk

The Park District will minimize credit risk, or the risk of loss due to the failure of the security issuer or backer, by diversifying the investment portfolio so that potential losses on individual securities will be minimized.

b. Interest Rate Risk

The Park District will minimize the risk that the market value of securities in the portfolio will fall due to changes in the general interest rates by:

- i. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and
- ii. Investing funds primarily in shorter-term securities, money-market mutual funds, or similar investment pools.

3. Liquidity

The District's investment portfolio shall remain sufficiently liquid to enable the District to meet present and anticipated cash flow requirements. This is accomplished by structuring the portfolio so that investment maturities meet the District's cash flow needs.

4. Return on Investment

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- a. A security with declining credit may be sold early to minimize loss of principal.
- b. A security swap that would improve the quality, yield, or target duration in the portfolio, may be executed, subject to restrictions applicable by law or contract.
- c. Liquidity needs of the portfolio require that the security be sold; provided the Finance Director shall report to the Executive Director prior to and immediately following said sale.

D. Standard of Care

1. Prudent Person Standard

The standard of care to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officials shall at all times exercise due diligence and shall act in accordance with this Investment Policy and all applicable legal procedures. Investment officials shall promptly report any material change in an individual security credit risk or market price change. All sales of security shall be executed in accordance with the terms of this policy. The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment,

considering first the probable safety of their capital and second the probable income to be derived."

2. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that have the potential to conflict with the proper execution and management of the investment program, or that have the potential to impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Park District. All officers and employees involved in the investment process shall maintain strict compliance with the Park District's Ethics Ordinance (Ordinance No._2009-2).

E. Investment Selection

While striving to achieve the objectives of this investment policy and in accordance with Section 2 of the Public Funds Investment Act (30 ILCS 235/2)), the Park District has approved the following for investment of public funds (for purposes of this policy, the term "public funds" shall mean current operating funds, special funds, interest and sinking funds and funds of any kind or character belonging to or in the custody of the Park District, provided that funds accruing from any sale of the Park District's bonds, notes, warrants or other securities may be further restricted):

1. Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.

2. Bonds, notes debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities. The term “agencies of the United States of America” includes: (i) the federal land banks, federal intermediate credit banks, Fannie Mae, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 (12 U.S.C. 2001 et seq.) and Acts amendatory thereto; (ii) the federal home loan banks and the federal home loan mortgage corporation; and (iii) any other agency created by Act of Congress.
3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in 1 or 2 of this section of this policy.
5. Interest bearing bonds of any county, township, city, village, incorporated town, municipal corporation, or school district, of the State of Illinois, of any other state, or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law. The bonds shall be registered in the name of the Park District or held under a custodial agreement at a bank. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.
6. Investments may be made only in banks which are insured by the Federal Deposit Insurance Corporation. The Park District may invest any public funds in short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations the shares, or investment certificates of which are insured by

the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the District's Board of Park Commissioners (the "Board") , the public funds so invested will be required for expenditure by the Park District. The expressed judgment of the Board as to the time when any public funds will be required for expenditure or be redeemable is final and conclusive. The District may invest any public funds in dividend-bearing share accounts, share certificate accounts or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principal office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.

7. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The Park District may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
8. Purchase or invest in repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued thereunder. The government securities, unless registered or inscribed in the name of the Park District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

All investments must be denominated in U.S. dollars.

F. Collateral

The Park District shall require that funds on deposit or placed in investments in excess of insured limits be secured by a form of collateral in accordance with applicable law. The District will accept any of the following assets as collateral:

1. U.S. Government Securities
2. Obligations of Federal Agencies
3. Obligations of the State of Illinois
4. General Obligation municipal bonds rated "A" or better issued by a governing body in the State of Illinois

The amount of collateral provided shall not be less than 110 percent of the fair market value of the net amount of District funds on deposit at each financial institution.

Pledged collateral shall be held by the Wheaton Park District, the Federal Reserve or kept in a safekeeping account by a third party and evidenced by a safekeeping agreement and receipt.

G. Safekeeping and Custody

1. Qualifying Financial Institutions

a. Institution Security

With respect to bank accounts maintained at financial institutions, it shall be the policy that the Park District will not maintain funds on deposit in any financial institution that is not a member of the F.D.I.C.

All institutions in which the District makes investments must be designated as approved depositories by the District's Board of Park Commissioners.

b. Location

The Wheaton Park District will maintain operating and investment accounts in financial institutions within the Wheaton Park District whenever possible.

c. Statement of Condition

All depository institutions shall provide a current statement of condition in compliance with Section 6 of the Public Funds Investment Act.

d. SAS Report

The institution serving as the District's primary banking institution as well as any safekeeping institution(s) providing safekeeping services as explained in Section F above, shall annually provide a copy of their most recent report on internal controls – Service Organization Control Reports (formerly 70, or SAS70) prepared in accordance with the Statement on Standards for Attestation Engagements (SSAE) No. 16 (effective June 15, 2011).

If, for any reason the information furnished is considered by the Finance Director/Treasurer to be insufficient, additional data may be requested. The refusal of any institution to provide such data upon request may serve as sufficient cause for the withdrawal of Park District funds.

2. Internal Controls

The investment officials are responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Park District are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal controls shall address the following points:

- a. Best efforts will be made to separate responsibilities of transaction authority from accounting and recordkeeping;

- b. Custodial safekeeping;
- c. Avoidance of physical-delivery securities;
- d. Clear delegation of authority to subordinate staff members;
- e. Purchase or sale of all certificates of deposit or treasuries must be authorized by any two of the following employees, Executive Director, Finance Director, Assistant Finance Director or Revenue Manager;
- f. Written confirmation of telephone transactions for investments and wire transfers;
- g. Development of a wire transfer agreement with the lead bank or third party custodian.

Compliance should be assured through the Park District's annual independent audit.

3. Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

H. Investment Parameters

Maturity

The maximum maturity of individual securities will be 4 years from the settlement date. The maximum weighted average maturity of the portfolio will not exceed 2.5 years (can be less).

The District may hire an outside Investment Manager to manage all or some portion of the District's portfolio. Any investment manager retained by the District shall notify the District if any security held in the portfolio under the manager's direction is downgraded below the minimum rating set forth in this policy and shall advise the District as to a recommended course of action.

1. Diversification

The Park District's investment objective is to make productive use of reserves while limiting credit and interest rate risk. Therefore, the following limitations are in force:

- a. No individual issuer shall account for more than 5% of the value of the portfolio (direct obligations of the US Treasury, FDIC insured obligations, and money market funds).
- b. At least quarterly, any outside investment managers must furnish a detailed list of holdings so that the District can be assured that the limitations established here have not been violated.

I. Reporting

1. Methods

The Finance Director/Treasurer will prepare an investment schedule quarterly. This report should be provided to the Board. The report will indicate:

- a. Listing of individual securities held at the end of the reporting period by fund;
- b. Listing of investments by maturity date;
- c. Interest rate of each investment;

- d. Amortized book value of each investment;
- e. Par value of each investment; and

2. Marking to Market

The market value of the portfolio shall be calculated at least annually.

J. Selection of Investment Advisors, Money Managers and Financial Institutions

To the extent that the Park District requires advice concerning its investments, the Park District's Finance Director/Treasurer and Executive Director may, from time to time, recommend contracting with investment advisors or money managers. Any such investment advisor or money manager shall provide the Finance Director/Treasurer and Executive Director with audited financial statements, proof of state registration, certification of having read this Investment Policy, and references of previous clients. The Finance Director/Treasurer and Executive Director shall review the proposals of such individuals or firms, and shall make a recommendation to the Board concerning a contract.

No investment advisor, money manager or financial institution shall be retained except by contract approved by the Board.

K. Annual Review

The District's Finance Director/Treasurer and Executive Director shall review this policy on an annual basis, and make any recommendations for amendments to the Board. No amendment shall be effective unless approved by the Board.

1.0 PURPOSE (WHY)

The Payment Card Industry-Data Security Standards (PCI-DSS) is a proprietary information security standard mandated by the major credit card brands (Visa, MasterCard, American Express, Discover and JCB) and administered by the Payment Card Industry Standards Council. The standard is designed to protect cardholder data and reduce credit card fraud.

Organizations that process credit cards must comply with the standard. Those organizations must hire an independent Qualified Security Assessor (QSA) to validate compliance on an annual basis. Additionally, most merchants must complete an annual Self-Assessment Questionnaire (SAQ).

PCI-DSS has evolved and matured over time. As of this writing (7/11/2017), the PCI-DSS standard is version 3.2, which organizes the high-level requirements as follows:

Control objectives	PCI DSS requirements
Build and maintain a secure network	1. Install and maintain a firewall configuration to protect cardholder data
	2. Do not use vendor-supplied defaults for system passwords and other security parameters
Protect cardholder data	3. Protect stored cardholder data
	4. Encrypt transmission of cardholder data across open, public networks
Maintain a vulnerability management program	5. Use and regularly update anti-virus software on all systems commonly affected by malware
	6. Develop and maintain secure systems and applications
Implement strong access control measures	7. Restrict access to cardholder data by business need-to-know
	8. Assign a unique ID to each person with computer access
	9. Restrict physical access to cardholder data
Regularly monitor and test networks	10. Track and monitor all access to network resources and cardholder data
	11. Regularly test security systems and processes
Maintain an information security policy	12. Maintain a policy that addresses information security

2.0 SCOPE (WHO/WHEN/WHERE)

- 2.1 Wheaton Park District employees – Follow the guidelines as stipulated in this policy at all times; participate in PCI-DSS and related curriculum training; treat consumers fairly and with dignity.

3.0 DEPARTMENTS RESPONSIBLE FOR IMPLEMENTATION (WHO)

- 3.1 Authorizing Officials – The Wheaton Park District Board of Park Commissioners' authorizes this policy and related procedures.
- 3.2 Policy Owner – Wheaton Park District Chief Information Officer (CIO) ensures that the information security program and information systems meet or exceed the minimum standards set by PCI-DSS. The CIO authorizes the procedures relating to this policy and ensures actions are taken when breaches to this policy are found.
- 3.3 Wheaton Park District Department Managers - Ensure Policy compliance through systematic, routine monitoring of payment processing activities. Implement and enforce Cardholder Data Handling Procedures that protect the credit card numbers used by customers to make payments for Park District services. Recommend training and other procedural enhancements to improve compliance.
- 3.4 Trainer- Draft and maintain training materials to ensure the Board-mandated messaging including PCI-DSS content in Security Awareness training is conveyed to Wheaton Park District's employees. Conduct refresher training of personnel as appropriate to ensure consistent knowledge throughout the organization including subcontractors and partners.

4.0 GENERAL (WHAT)

Wheaton Park District maintains PCI DSS accreditation through the ongoing compliance with regulatory requirements. Wheaton Park District will comply with the Payment Card Industry Data Security Standards as established by the PCI Security Standards Council and maintain IT and security controls that meet or exceed industry standards and provide the ample protection of cardholder data.

Upon request by a vendor or client, the SISO may provide the Attestation of PCI-DSS Compliance, along with the Executive Summary Report, which demonstrates a secure state of Wheaton Park District's systems environment.

The CIO will maintain a cardholder flow diagram to track the flow of cardholder data through the systems environment. This document will enable proper systems testing to ensure that protections are in place to encrypt and/or mask cardholder data within the environment.

As part of annual Security Awareness Training, Wheaton Park District's Management will train all employees on key elements of the PCI-DSS regulation, Wheaton Park District's PCI-DSS policy and supporting procedures.

Wheaton Park District will test the supporting procedures annually to ensure that the controls properly protect PCI information stored in Wheaton Park District's system(s).

This policy will be reviewed and updated, at a minimum, on a biannual basis, to reflect changes to Wheaton Park District's approach to compliance with the evolving PCI-DSS regulation.

5.0 SUPPORTING PROCEDURES

- 5.1 Wheaton Park District Cardholder Data Handling Procedure
- 5.2 Wheaton Park District PCI-DSS IT Procedures

6.0 RECORDS

- 6.1 System logs contain records of payments, but conceal full credit card numbers.
- 6.2 Attestation of Compliance and scan reports are stored in Wheaton Park District's document library (CMS).

7.0 DEFINITIONS

- 7.1 PCI-DSS – Payment Card Industry-Data Security Standard

The successful contractor shall furnish a Performance Bond in an amount equal to 110 percent or greater of the contract awarded and in payment of all obligations thereof. Bond form shall be AIA-311 or an equivalent acceptable to the Park District. Failure to supply required bonds within ten days after the bid acceptance, or within such extended period as the Park District may grant, shall constitute a default and the Park District may award the contract to the next responsible bidder or may elect to re-advertise for bids. A defaulting bidder may be deemed liable for the difference between the bid actually accepted and the amount for which the contract was subsequently awarded.

Revolving funds for petty cash purposes are kept at the Mary Lubko Center offices, under the supervision of the Leisure Center Manager.

All purchases made with these funds shall be authorized by the Mary Lubko Center Manager.

The fund balance will never exceed \$100.

All purchases will be supported with a receipt.

A brief description of each purchase will be provided on the purchase order prepared for reimbursement of the fund. These funds are not intended to be used to reimburse employees for travel or mileage reimbursements. Those expenses are to be reimbursed as per the District's Travel Policy.

The fund will be reimbursed as needed, but no more frequently than bimonthly.

No cash funds are maintained for petty cash purposes at any other location as the District relies upon the purchasing cards that the District has contracted for.

Government exists only to provide services to its taxpaying residents of the type that they cannot provide for themselves individually or in their separate capacities. It would be impossible for most individuals to maintain a park with recreation facilities, a community center, a golf course, or a water park. It is, therefore, necessary for people within a community to develop a local government, or more specifically a park and recreation system, to provide these services.

Government officials are elected and charged with these responsibilities. Citizens expect to pay for these services at a nominal cost and expect a full accounting of the propriety of the assessments or tax levies which pay for these services.

If government is expected to provide services at a nominal cost, it therefore follows that a government is a not-for-profit operation. Citizens do not intend that government should generously profit from its operations.

The intent of the Wheaton Park District, however, is to provide the maximum benefit possible from the revenues available, including taxes, fees and charges, for the citizens who use our facilities and services. In order to establish a relationship between expenditures and revenues, and to establish control over expenditures and related tax levies, the Park District relies on budgets; budgets are orderly plans which define financial objectives. These are imperative to effective government. Realistic budgets are mandatory if there is to be a basis for establishing the propriety of appropriations and tax levies.

In addition to the above reasons, budgets provide the opportunity to engage in longer range forecasting and capital planning. These initiatives enable the District to anticipate revenue shortfalls prior to their occurrence and to prepare for them in advance. A long-term financial plan and budget allows for the Wheaton Park District to remain mindful of its long-term health. This gives us the best chance of a thriving community now and for future generations.

It also affords the opportunity to plan for the replacement of existing capital assets to ensure that the District has efficient assets available for operations and

that the District is able to anticipate the resources needed to maintain this level of preparedness.

Length of Budget

The District will develop budgets for three years. See the Capital Asset Management Policy for more information on the Capital Assets of the District and the length of planning for those assets.

While the operating budgets look out three years, the District actually projects property taxes for five years. Property taxes represent over 50% of the District's funding. Because they are such a significant source of funding for the District, the District forecasts for the additional two years to provide the additional opportunity to address issues that could be a potential threat to the financial health of the District.

The assumptions used in these forecasts will not assume any major changes in policy where such change is speculative. Any other assumptions behind the forecasts will be made clear. This includes the assumed growth rates in revenues and expenses. It will also include assumptions about forces that impact revenues and expenses, such as changes in population, property values, etc.

The goal of the District's planning is to develop a forecast that is balanced over the multiyear period.

- A. The Park District Purchasing Policy establishes the guidelines under which all purchases are made. It is the intent of this policy that the Park District conducts business fairly and equitably while remaining fiscally responsible to its taxpayers. This policy is governed by the Park District Code, Sec 8-1c.
- B. All purchases are to be made by authorized Park District personnel under the guidelines established in this policy and are required to follow Purchase Order Procedures or Purchase Card Procedures when procuring goods or services on behalf of the District.
- C. All items purchased will be in the best interest of the Park District. The District will endeavor to purchase from local vendors and merchants when prices are equal (see also section D Qualified Local Businesses below for more on this).
 - 1. For budgeted purchases greater than \$5,000, written price quotes must be obtained from at least three vendors or merchants.
 - 2. The purchasing decision should take advantage of the most competitive price without compromising the quality of the product or service.
 - 3. An electronic copy of all written price quotes must be attached to the electronic purchase order when the purchase order is prepared.
 - 4. Any assets being disposed of must follow the District's Disposal Policy.
- D. Qualified Local Businesses
 - 1. To the extent not prohibited by state statute, it shall be the policy of the District to procure goods and services from qualified local businesses to the greatest extent possible. In order to be considered a qualified local business, a business must meet each of the following criteria:
 - a. Business must be located within limits of the District.
 - b. Employs year round staff located at the business within the District.
 - c. Is current with all payments to the District.
 - d. Has adequately qualified/trained staff to service the bid item.
 - 2. If the lowest responsible quote is not from a qualified local business and if a qualified local business has submitted a quote which is within the applicable percentage (as hereinafter set forth) of the lowest responsible quote for an item, the qualified local business shall be given written notice by the District to that effect and shall, within ten (10) days from the date of such notice, provide written confirmation to the District that it will match the price of the business that provided the lowest responsible quote. Should a qualified local business fail to provide such confirmation within the time allowed its quote shall be considered as originally submitted.
 - 3. When more than one qualified local business is within the applicable percentage of the lowest responsible quote, only the qualified local business submitting the lowest local quote shall be given the opportunity to match the lowest responsible quote. It shall, where the quote is an aggregate of separate price components, reduce the price of each subcomponent of its aggregate bid by the same percentage that was used to match the quote of the business with the lowest responsible quote.

4. The applicable percentage is set forth on the table below:

Amount of Quote	Preference Provision
Up to \$10,000	5%
\$10,001 to \$24,999	3%

5. The District may reject any and all quotes and award the purchase to someone other than the lowest responsible business or a qualified local business who matches the lowest responsible bid upon a two-thirds (2/3) vote of the District Park Board members then holding office.

E. "Green" Vendors and Products

- Consistent with the District's Environmental Policy which recommends the purchase and use of environmentally safe and sensitive products, District employees shall give preferential treatment to such products.
- District employees shall also give preference to vendors who have demonstrated a commitment to minimizing their carbon footprint and engaging in sustainable business practices.
- Preference can be demonstrated by including requirements in the quote or bid specifications or in the form of preferential pricing. Said preferential pricing shall not exceed 1% of the lowest responsible quote or bid from another respondent who has not demonstrated their inclusion of environmentally safe and sensitive products. If a vendor has earned the right to use certain labels, employees can use that to evaluate that a product/service has been produced or provided in an environmentally safe and sensitive manner. The US Environmental Protection Agency has developed a number of ecolabels that can help purchasers identify green products and services. More information about these labels can be found at the link below where you can click on each of the labels shown in the snip below the link. (You have to go to the URL to click on the various labels, the snip below does not have hyperlinks.) <https://www.epa.gov/greenerproducts/institutional-purchasers-greener-products-and-services>



- F. Purchase guidelines shall be followed and approved for all repairs, services, supplies, and capital items procured for Park District purposes. Exceptions include utilities, bonds, insurance premiums; certain contractual services (i.e. individuals possessing professional skills such as attorneys,

architects and engineers), computer hardware and software, monthly service agreements which must obtain new quotes at least every two years, payroll and some payroll related expenditures, such as payroll taxes and utility services including telecommunications and interconnect equipment, software and services. Also, any purchases made using the state contracts or any purchasing consortium as permitted by applicable state statute.

G. Unless the Purchase Card is used for payment, applicable Purchase Order Procedures are:

1. A purchase order shall be created in the purchase order module of the district's financial software. The information to be included will be as directed by the Finance Department and may change from time to time. This process and subsequent approval **must** be completed **prior** to any purchase.
2. In the event that an item is substituted for the item on the purchase order and provided that said substitutions is determined to be acceptable by the District, the department making the purchase shall do a change order to the original purchase order in the purchase order module of the district's financial software.
3. Purchase orders shall be created for specific items and purposes. No additional items will be authorized, nor will charges be authorized which will significantly increase the cost of the purchase. In the event a change is required, a change order will be made to the original purchase order in the purchase order module of the district's financial software and it will go through the same approval process as the original purchase order.

H. Purchase Card Procedures:

1. To facilitate the purchasing process, authorized Park District personal may be issued a corporate credit card upon the approval of the appropriate Department Head. Any purchases made under the Purchase Card Program are subject to the purchasing guidelines and approval authorization amounts set forth in this policy. Personal purchases, cash advances, and alcohol are not allowed to be charged to the District's expense.
2. Individual transaction limits and overall card limits are determined by the appropriate Department Head. All purchases and subsequent approvals are subject to the same dollar thresholds established in Section F-Purchase Authorization Amounts, of this policy.
3. An employee's transaction limit and or credit limit may be temporarily extended to allow them to complete an approved budgeted purchase beyond their regular spending limits. These temporary extensions must be approved by the Department Head and potentially the Finance Director and Executive Director based upon the purchase authorization amounts outlined in Section H of this policy.
4. The District will employ an online management tool to coordinate the approval, processing, and coding of Purchase Card Transactions. All activity will be imported and posted to the District's financial software.

I. Purchase Authorization Amounts:

1. Although any employee of the District may make budgeted purchases, the Department Head is responsible for ensuring that any employee in his/her department is appropriately trained and adequately supervised to ensure that no inappropriate purchases are made. The specific dollar limits of employees' purchasing authority are outlined below.
2. For budgeted purchases less than \$1,000, only the purchaser's approval is required.
3. For budgeted purchases between \$1,000 and \$4,999.99, the purchaser and the Department Head's approval are required. In instances where the Department Head is unable to

approve, their designee (see #5 below) or the Finance Director may also authorize the purchase.

4. For budgeted purchases greater than \$4,999.99, the Executive Director (as well as the purchaser, the Department Head and the Finance Director) must approve the purchase. For any purchases greater than \$9,999.99 board approval, excluding contracts not adapted to award by competitive bidding which are exempt from this requirement, must be obtained prior to the purchase. In the event it is deemed appropriate for time convenience by the Executive Director, budgeted purchases greater than \$9,999.99 and less than \$25,000 may be paid for prior to obtaining board approval, with board approval obtained at the next board meeting. Bids must be taken for any purchases in excess of \$24,999.99, excluding contracts not adapted to award by competitive bidding which are exempt from this requirement, public notice provided and board approval obtained for staff recommended bid. These procedures are described in the Bidding Policy.
5. From time to time, staff may be absent from their office during a time when a purchase order or purchase card transaction need approval. To facilitate the smooth operation of the District's business, any employee with approval authority as outlined above may designate another employee to have temporary signature authority in their absence. This authority is limited to the levels specified above and must be documented. The recommended method of documenting is to send an email from the employee who is designating the temporary signature authority to the Finance Department, it may also be sent to all users. This designation should indicate the beginning and ending dates of the designation of the temporary signature authority. Finance Department staff will retain a PDF copy of this email in a folder in the finance drive for the auditors review in the annual external audit. Once the audit is complete, that year's temporary signature authority files may be deleted.
6. A purchase for any item or service which has not been budgeted, no matter what the amount, requires the approval of the Department Head. It is the responsibility of the purchaser to know if an item is included in the budget.
7. Products purchased for resale in the District's gift shops do not require board approval.
8. Emergency purchases are sometimes required. If an emergency occurs and the Executive Director determines that an expenditure that is in excess of \$9,999.99 is needed, this policy permits the Executive Director of the District to authorize such a purchase and directs that the Executive Director shall individually contact the Board of Commissioners to advise them of same. Executive Director shall make every reasonable effort to contact each commissioner within five business days. Further, such a purchase shall be presented for approval at the next scheduled meeting of the Board of Park Commissioners. The District may make emergency procurements without competitive sealed bidding or prior notice when there exists a threat to public health or public safety, or when immediate expenditure is necessary for repairs to District property in order to protect against further loss of or damage to District property, to prevent or minimize serious disruption in critical District services that affect health, safety, or collection of substantial District revenues, or to ensure the integrity of District records. (See ILCS 500/20-30).

9. Sole source purchases are sometimes required as the vendor is the only provider. For this to be permitted, the department must submit this request for sole source designation to the Finance Director for approval, prior to making the purchase.

J. Payment of Invoices:

1. On a monthly basis at the regular Board Meeting, the Checks Approval Document detailing all checks processed during the monthly period will be presented to the Board of Commissioners with a recommendation for acceptance.
2. For weekly checks, the invoices, authorized Purchase Orders and supporting documentation must be submitted to the Finance Department by noon on Wednesday for processing on the following Wednesday's check run.
3. Purchase Orders must have the appropriate authorization per the Purchase Authorization Amounts section of this Purchasing Policy in order for payment to be processed.
4. Payment will be made only from invoices or digital images of invoices not from statements.
5. All payments are processed on the computer system. Manual checks will not be issued. Check registers and invoice processing reports are generated.
6. The checks are signed electronically with the signatures of the Executive Director and the Finance Director.
7. Invoices will be paid in accordance with the Illinois Prompt Payment Act.

Purpose

The District will strive to diversify its revenue base to minimize any disruption in operations due to economic downturn or a loss of or a significant decline in any single revenue source. In the event that there are spendable resources available that are from restricted, limited or assigned sources(as defined in Statement #54 of the Governmental Accounting Standards Board), it is the intent of the District to spend first those resources from restricted sources, then limited sources and finally from assigned sources.

The District will avoid dependence on temporary revenues to fund mainstream District services. One-time revenues will generally be used only for one-time expenditures.

The District will establish and maintain pricing in any of its Enterprise operations (e.g. Arrowhead Golf Club) that is sufficient to ensure that the operations are self-supporting, including the costs of operations, asset maintenance, debt service and depreciation. Enterprise operations for the District are established with the express intent of providing an additional funding source for the District. They are intended to be profitable. Those profits, in turn, are to be used to finance the maintenance of the District's infrastructure and to help reduce the District's dependence on taxes. This policy does recognize that any new or significantly expanded operation may require a few years to become established and during this brief start up period (no more than 3 years), such operations may not be completely self-supporting.

The Board of Commissioners recognizes the need to:

- Protect the Park District from financial loss due to risk exposure, and
- Provide a safe working environment for both the district staff and the users of the district's facilities and programs.

The Executive Director shall be responsible for the design and implementation of a risk management plan with sufficient insurance coverage to prevent unbearable financial loss to the District, subject to approval of the Board. As a part of that risk management plan, the Park District will implement a comprehensive loss prevention program and a safety training program.

The risk management plan will be reviewed annually. Renewal date and changes in coverage or carriers will be made when needed or when financially desirable.

The first step in establishing tax rates in the Park District involves assessing the value of real property. The Township Assessor assesses, for taxing purposes, all real property located within the Park District Boundaries. In Wheaton the assessed value is approximately 33 percent of the real or market value of the property.

The assessed values are published by the Appeals Board of the Township in the late summer or early fall. A property owner then has two weeks to enter a protest to the assessed value of the property. The protest is reviewed by the Board of Appeals, and if it is justified, the Board of Appeals may grant a revision of the assessment value. In order to equalize the assessed value throughout the state and allow for judgment errors on the part of the assessors, the Illinois Department of Revenue issues an equalization factor for each township. The equalization factor is multiplied by the assessed valuation to calculate the Equalized Assessed Valuation (E.A.V.).

One of the most important actions taken by the Board of Park Commissioners is the adoption of the Tax Levy Ordinance. This ordinance indicates the amount to be levied for the various funds of the Park District. It indicates the amount of money required for the District's operations which must be received from tax funds. The tax levy ordinance must be adopted and filed with the County Clerk's office no later than the last Tuesday in December. (It should be noted that the tax levy does not have a relationship to the Budget and Appropriation Ordinance of the same fiscal year.)

The County Clerk then allocates the tax monies to all taxing bodies and establishes the tax rates. This tax rate is established by dividing the amount levied (or the total amount requested by the Park District) by the total Equalized Assessed Valuation. The Property Tax Limitation legislation of 1991 limits the total amount extended to either five percent or the Consumer Price Index over the past tax year, whichever is the smaller amount. Some funds have mandated legal tax rate limits per Illinois state statutes.

The tax bills are calculated by the County Clerk based on the individual property assessed valuation and total tax rate of all taxing bodies in which the property is located. Taxes are paid to the County Treasurer who forwards accumulated tax dollars to each taxing body via an electronic transfer.

After the first six months of any fiscal year, the Board of Commissioners may, by a two-thirds vote, transfer unexpected funds from any appropriation item to any other appropriation item.

A. Purpose

The purpose of this policy is to establish guidelines for employees and elected officials of the District to follow when incurring business travel expenses while on assignments such as attending educational programs, association conferences or conducting onsite visits of parks and facilities for fact finding purposes outside of the local area and for the use of District owned vehicles. For employees, the immediate supervisor and department head must approve all business travel in advance and include related expenses in the annual operating budget. For elected officials, the Board of Park Commissioners must approve attendance and budgeted travel expenses in advance on a case by case basis.

B. Expenditure Limit

Consistent with the requirements of the Local Government Expense Control Act, the District may establish an expenditure limit for travel expenses incurred. By establishing said limit, the board would not have to approve each employee's attendance prior to said attendance. Instead they would approve all such expenditures via the budget and appropriation ordinance. However, in the event that an employee desires to attend some event that would cost in total in excess of the limit established, that attendance would have to be approved by the board in one of their noticed public meetings PRIOR to attendance. This policy is establishing the District's limit as \$3,000 per staff member per conference/event attended. The Act does not permit the reimbursement for any entertainment expense.

C. Elected Official

The Act **does not permit any elected official to attend without obtaining prior approval**, even if the expenses to be incurred are below the established limit. Any such expenses incurred by an elected official of the District must be approved before incurrence, by roll call vote at an open meeting of the governing board of the District. Any elected official incurring expenses under this policy is required to submit documentation of an estimate of said expenses prior to incurring them. Before travel, meals or lodging expenses may be approved under the Act the Documentation as specified in the "Documentation Required" section below must be submitted in writing to the governing board. In this instance, where the exact amount of the actual expenses to be incurred for some expenses, such as meals and travel may be unknown, such expenses may be estimated. Once the expenses have been incurred, the elected official must also complete the expense report form as noted in the "Documentation Required" section below.

It is expected that employees and elected officials attend educational sessions when attending conferences.

The District's objectives are to permit travel arrangements that:

- Conserve travel expenses
- Provide uniform treatment for employees
- Allow for Board oversight
- Adhere to the plan adopted in the budget
- Result in prompt approval and recording of District expenses

D. Personal Travel/Travel Companions

A family member or friend may accompany employees and elected officials on business travel, at their expense, when the presence of a companion will not interfere with successful completion of business objectives. Generally, employees and elected officials are also permitted to combine personal travel

with business travel, as long as time away from work is approved and vacation or personal time is used (employees only). Additional expenses arising from such non-business travel are the responsibility of the employee or the elected official.

E. Covered Expenses

When approved, the actual costs of conference or convention registrations, participation in professional organizations, technical meetings and the travel, meals, lodging and other expenses directly related to accomplishing business travel objectives can be either:

- charged to the District's procurement card (if one has been issued to employee or elected official traveling) or
- reimbursed by the District

F. Documentation Required

Per the Local Governmental Expense Control Act: travel, meal and lodging expenses must, whether above or below the Expenditure Limit established above, be documented in an expense report. The form of this report can be found on the G drive under District Forms\Expense Reports.

Expense Report Form effective October 2016

G: » DISTRICT FORMS » Expense Reports

These must be

completed for each attendee. The report must indicate:

- An estimate of the cost of travel, meals or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals or lodging if the expenses have already been incurred;
- The name of the individual who received or is requesting the travel, meal or lodging expense;
- the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- the date or dates and nature of the official business in which the travel, meals or lodging expense was or will be expended.

In either case, original receipts or equivalent evidence must be provided to support the expenses incurred. These receipts must be turned in within 60 days of the date the purchase was incurred. It is expected that staff and elected officials will be cost-conscious when spending District funds, and make all reasonable efforts to minimize their expenses related to travel, lodging, and meals. The District Limit will be set to the current CONUS rate for Chicago, Illinois. Current lodging and M&IE (meals & incidentals) rates can be found at www.gsa.gov/perdiem. These rates and limits are the US General Services Administration CONUS rates. The District has elected to use the rates for Chicago to establish the rates to be used by District employees. Any expenses incurred beyond the daily limit on a district procurement card will be reimbursed to the district by the staff member/official.

Further, it is expected that Supervisors and Department Heads will be looking over their staff's charges even when the individual charges do not exceed the employee's approval limit as the travel costs may be broken into multiple charges that individually do not exceed the employee's approval limit but in total for a given trip would exceed that limit.

The Executive Director, at his discretion may authorize exceeding the amount spent on a meal for the purposes of team building or strategic planning. The entire bill will be charged to Executive Director's procurement card. Any staff/official in attendance will record the current CONUS dinner rate of group meal expense on their daily log to count against their daily. If the Executive Director is not in attendance, prior approval may be granted to another staff member/official to accomplish similar district objectives.

G. Alcohol

Consistent with the District's personnel manual direction, no alcohol purchases will be paid for by the District. Receipts for dining establishments must be provided in sufficient detail to document that no alcoholic beverages are being paid for by the District.

H. Accidents

Employees or elected officials who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor or the executive director.

I. Vehicle Use

District vehicles are used for official business and may be kept overnight in certain instances only when authorized by the Executive Director. Any employee provided a vehicle by the district shall not be authorized to use their private vehicle and receive reimbursement for travel, except on approval of the Executive Director.

Effective January 1, 2017, it is the policy of the Wheaton Park District to provide its Executive Director with a monthly vehicle stipend in a manner that is non-contributory to his or her Pension Calculation. The amount of the vehicle stipend will be voted on by the Board of Commissioners and reviewed and updated periodically. No other district employee shall be granted a vehicle stipend without the approval of the Board of Commissioners.

No employee may operate a district vehicle without having in his/her possession a valid driver's license.

District vehicles shall not be used to transport unauthorized passengers such as hitchhikers.

All accidents involving district vehicles must be reported in writing to the administrative office within twenty-four (24) hours of the accident. The report shall include the names and addresses of available witnesses and principals. All accidents involving district vehicles are to be reported to the police immediately and at the site of the accident. A police report must be submitted to the administrative office as soon as available from the police department in order to submit claims to the insurance company.

J. Mileage Reimbursement

Mileage reimbursement is made for the use of personal motor vehicles for District business at the current rate allowed by the Internal Revenue Service. Employees and elected officials are required to track their mileage and submit the mileage logs to the Finance Department with the appropriate approval signatures in order to get reimbursement as outlined in the District's purchasing policy.

K. Issues/Abuse

Employees should contact their supervisor or the Finance Department for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses or any other business travel issues. Abuse of this business travel expenses policy, including falsifying expense

reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

L. Exceptions

Where this policy does not cover a specific situation, the Executive Director retains the sole right to authorize exceptions to the policy related to employees only. Exceptions related to elected officials shall be referred by the Executive Director to the entire Board for resolution.

M. Timeliness

Consistent with IRS Publication 463, reimbursements must be submitted within 60 days of being incurred for such reimbursements to be considered made under an accountable plan and not subject to taxation. Any reimbursements submitted subsequent to 60 days will be paid through accounts payable and reported on their next paycheck and subject to taxation in compliance with IRS regulations.

A. Purpose

The purpose of the Wheaton Park District, Illinois Unclaimed Property Policy is to ensure vendors receive their payments, employees receive their pay and remittances to the state are minimized.

B. Statutory Requirements

The Wheaton Park District has established this Unclaimed Property Policy to ensure compliance with the Illinois Uniform Disposition of Unclaimed Property Act- 765 ILCS 1025/1-30- (the "Act"). The Act states that government agencies are required to send to the State of Illinois the cash from any check that is outstanding for greater than three years. These outstanding checks are presumed to be abandoned. This policy will attempt to mitigate the possibility of the District having to send cash to the State for any unclaimed property and clearly state how the District will remain in compliance with the Act.

Each year the State of Illinois sends an Annual Report of Unclaimed Property to the District for filing. The District will submit a completed form, including a check for the amount of the unclaimed property by the established annual deadline.

C. Guidelines

The District issues checks for various activities, services, products, and employee's salary or wages throughout the year. If a check is outstanding at the end of the month, it is included as a reconciling item during the bank reconciliation process. The District will also send out notifications annually according to current procedures in its best effort to deliver the check to the payee.

If a check remains outstanding for more than the current contracted bank policy (generally 180 days with most banking institutions), the check becomes void and can no longer be cashed by the payee. In order to avoid having to reissue any checks, the Finance Department has developed procedures to notify payees of an unclaimed check and procedures to reissue checks. The Unclaimed Property Act only requires letters to be sent to owners of the property, in this case the payee on the check, that is worth \$50 or more. It is the intent of the District, as explained in this policy to focus on getting the funds to the owner so the District typically sends out letters for all outstanding checks. However, if the amount of the check is so small that it seems pointless to send the letter, such as when the cost of the postage to send the letter exceeds the amount of the check, staff may use their discretion in sending and instead the District would remit those amounts to the state when the three years have elapsed.

The Wheaton Park District requires directors, supervisors and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the Wheaton Park District, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that the Wheaton Park District can address and correct inappropriate conduct and actions. It is the responsibility of all board members, directors, supervisors, employees and volunteers to report concerns about violations of the Wheaton Park District's code of ethics or suspected violations of law or regulations that govern the Wheaton Park District's operations.

No Retaliation

It is contrary to the values of the Wheaton Park District for anyone to retaliate against any board member, director, supervisor, employee or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of The Wheaton Park District. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

Reporting Procedure

The Wheaton Park District has an open door policy and suggests that employees share their questions, concerns, suggestions or complaints with their supervisor. If you are not comfortable speaking with your supervisor or you are not satisfied with your supervisor's response, you are encouraged to speak with the Executive Director or any member of the board. Directors and supervisors are required to report complaints or concerns about suspected ethical and legal violations in writing to the Wheaton Park District's Executive Director, who has the responsibility to investigate all reported complaints. If the suspected violation potentially includes the Executive Director, the issue should be reported to the board President.

The Executive Director

The Wheaton Park District's Executive Director is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Executive Director will notify the Board of Directors of all complaints and their resolution and will report at least annually to the Finance Subcommittee on compliance activity relating to accounting or alleged financial improprieties.

Accounting and Auditing Matters

The Wheaton Park District's Executive Director shall immediately notify the Finance Subcommittee of any concerns or complaint regarding District's finance policies, internal controls or auditing and work with the committee until the matter is resolved.

Acting in Good Faith

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

The Wheaton Park District's Executive Director will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.
Compliance Officer: Mike Benard



TO: Board of Commissioners

FROM: Donna Siciliano

THROUGH: Mike Benard

RE: Possible Commissioner Attendance for the National Recreation and Parks Association Educational Conference and Exposition September 20-22, 2022 in Phoenix, AZ

DATE: May 13, 2022

SUMMARY:

The Board of Commissioners adopted a formal travel policy. Per Policy, the Park Board must approve attendance by, and related budgeted expenses for, educational conference attendance by Commissioners. If you wish to attend, please advise Donna or Mike prior to the May 18th board meeting.

PREVIOUS COMMITTEE/BOARD ACTION:

In 2017, three commissioners were approved to attend the NRPA conference.

REVENUE OR FUNDING IMPLICATIONS:

Per Commissioner Expense Estimates

Lodging 4 nights	\$ 1,000.00
In Person Conference Registration before August 5, 2022	\$ 615.00
Airfare	\$ 500.00
Transportation to & from airports	\$ 100.00
Meals and incidental expenses reimbursement maximum 5 days @ \$79	\$ 395.00

ATTACHMENTS:

1. Travel Policy (version with amendments proposed May 2022)

ALTERNATIVES:

There is a virtual conference option for \$295.00.

RECOMMENDATION:

To allow commissioners who are interested to attend the conference at a cost not to exceed \$3,000 per commissioner.

A. Purpose

The purpose of this policy is to establish guidelines for employees and elected officials of the District to follow when incurring business travel expenses while on assignments such as attending educational programs, association conferences or conducting onsite visits of parks and facilities for fact finding purposes outside of the local area and for the use of District owned vehicles. For employees, the immediate supervisor and department head must approve all business travel in advance and include related expenses in the annual operating budget. For elected officials, the Board of Park Commissioners must approve attendance and budgeted travel expenses in advance on a case by case basis.

B. Expenditure Limit

Consistent with the requirements of the Local Government Expense Control Act, the District may establish an expenditure limit for travel expenses incurred. By establishing said limit, the board would not have to approve each employee's attendance prior to said attendance. Instead they would approve all such expenditures via the budget and appropriation ordinance. However, in the event that an employee desires to attend some event that would cost in total in excess of the limit established, that attendance would have to be approved by the board in one of their noticed public meetings PRIOR to attendance. This policy is establishing the District's limit as ~~\$2,500~~ \$3,000 per staff member per conference/event attended. The Act does not permit the reimbursement for any entertainment expense.

c. Elected Official

The Act **does not permit any elected official to attend without obtaining prior approval**, even if the expenses to be incurred are below the established limit. Any such expenses incurred by an elected official of the District must be approved before incurrence, by roll call vote at an open meeting of the governing board of the District. Any elected official incurring expenses under this policy is required to submit documentation of an estimate of said expenses prior to incurring them. Before travel, meals or lodging expenses may be approved under the Act the Documentation as specified in the "Documentation Required" section below must be submitted in writing to the governing board. In this instance, where the exact amount of the actual expenses to be incurred for some expenses, such as meals and travel may be unknown, such expenses may be estimated. Once the expenses have been incurred, the elected official must also complete the expense report form as noted in the "Documentation Required" section below.

It is expected that employees and elected officials attend educational sessions when attending conferences.

The District's objectives are to permit travel arrangements that:

- Conserve travel expenses
- Provide uniform treatment for employees
- Allow for Board oversight
- Adhere to the plan adopted in the budget
- Result in prompt approval and recording of District expenses

D. Personal Travel/Travel Companions

A family member or friend may accompany employees and elected officials on business travel, at their expense, when the presence of a companion will not interfere with successful completion of business objectives. Generally, employees and elected officials are also permitted to combine personal travel

with business travel, as long as time away from work is approved and vacation or personal time is used (employees only). Additional expenses arising from such non-business travel are the responsibility of the employee or the elected official.

E. Covered Expenses

When approved, the actual costs of conference or convention registrations, participation in professional organizations, technical meetings and the travel, meals, lodging and other expenses directly related to accomplishing business travel objectives can be either:

- charged to the District's procurement card (if one has been issued to employee or elected official traveling) or
- reimbursed by the District

F. Documentation Required

Per the Local Governmental Expense Control Act: travel, meal and lodging expenses must, whether above or below the Expenditure Limit established above, be documented in an expense report. The form of this report can be found on the G drive under District Forms\Expense Reports.

Expense Report Form effective October 2016

G: > DISTRICT FORMS > Expense Reports

These must be

completed for each attendee. The report must indicate:

- An estimate of the cost of travel, meals or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals or lodging if the expenses have already been incurred;
- The name of the individual who received or is requesting the travel, meal or lodging expense;
- the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- the date or dates and nature of the official business in which the travel, meals or lodging expense was or will be expended.

In either case, original receipts or equivalent evidence must be provided to support the expenses incurred. These receipts must be turned in within 60 days of the date the purchase was incurred. It is expected that staff and elected officials will be cost-conscious when spending District funds, and make all reasonable efforts to minimize their expenses related to travel, lodging, and meals. The District Limit will be set to the current CONUS rate for Chicago, Illinois. ~~The maximum daily limit for meals and incidental expenses for 2021 is \$76. The first and last day of travel meals and incidentals is \$57, which is 75% of the full amount.~~ Current lodging and M&IE (meals & incidentals) rates can be found at www.gsa.gov/perdiem. These rates and limits are the US General Services Administration CONUS rates. The District has elected to use the rates for Chicago to establish the rates to be used by District employees. Any expenses incurred beyond the daily limit on a district procurement card will be reimbursed to the district by the staff member/official.

Further, it is expected that Supervisors and Department Heads will be looking over their staff's charges even when the individual charges do not exceed the employee's approval limit as the travel costs may

be broken into multiple charges that individually do not exceed the employee's approval limit but in total for a given trip would exceed that limit.

The Executive Director, at his discretion may authorize exceeding the amount spent on a meal for the purposes of team building or strategic planning. The entire bill will be charged to Executive Director's procurement card. Any staff/official in attendance will record ~~\$34.00~~ the current CONUS dinner rate of group meal expense on their daily log to count against their daily limits. ~~The \$34.00 is the portion of the CONUS daily meals and incidentals rate that is attributable to the evening meal, per the GSA.~~ If the Executive Director is not in attendance, prior approval may be granted to another staff member/official to accomplish similar district objectives.

G. Alcohol

Consistent with the District's personnel manual direction, no alcohol purchases will be paid for by the District. Receipts for dining establishments must be provided in sufficient detail to document that no alcoholic beverages are being paid for by the District.

H. Accidents

Employees or elected officials who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor or the executive director.

I. Vehicle Use

District vehicles are used for official business and may be kept overnight in certain instances only when authorized by the Executive Director. Any employee provided a vehicle by the district shall not be authorized to use their private vehicle and receive reimbursement for travel, except on approval of the Executive Director.

Effective January 1, 2017, it is the policy of the Wheaton Park District to provide its Executive Director with a monthly vehicle stipend in a manner that is non-contributory to his or her Pension Calculation. The amount of the vehicle stipend will be voted on by the Board of Commissioners and reviewed and updated periodically. No other district employee shall be granted a vehicle stipend without the approval of the Board of Commissioners.

No employee may operate a district vehicle without having in his/her possession a valid driver's license.

District vehicles shall not be used to transport unauthorized passengers such as hitchhikers.

All accidents involving district vehicles must be reported in writing to the administrative office within twenty-four (24) hours of the accident. The report shall include the names and addresses of available witnesses and principals. All accidents involving district vehicles are to be reported to the police immediately and at the site of the accident. A police report must be submitted to the administrative office as soon as available from the police department in order to submit claims to the insurance company.

J. Mileage Reimbursement

Mileage reimbursement is made for the use of personal motor vehicles for District business at the current rate allowed by the Internal Revenue Service. Employees and elected officials are required to track their mileage and submit the mileage logs to the Finance Department with the appropriate approval signatures in order to get reimbursement as outlined in the District's purchasing policy.

K. Issues/Abuse

Employees should contact their supervisor or the Finance Department for guidance and assistance on procedures related to travel arrangements, expense reports, reimbursement for specific expenses or any other business travel issues. Abuse of this business travel expenses policy, including falsifying expense reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

L. Exceptions

Where this policy does not cover a specific situation, the Executive Director retains the sole right to authorize exceptions to the policy related to employees only. Exceptions related to elected officials shall be referred by the Executive Director to the entire Board for resolution.

M. Timeliness

Consistent with IRS Publication 463, reimbursements must be submitted within 60 days of being incurred for such reimbursements to be considered made under an accountable plan and not subject to taxation. Any reimbursements submitted subsequent to 60 days will be paid through accounts payable and reported on their next paycheck and subject to taxation in compliance with IRS regulations.

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2022 Arrowhead Asphalt Repair

DATE: May 13, 2022



SUMMARY:

When the asphalt was removed around the starter shed it revealed most of the area had no stone base. A proposal to remove soil and add a stone base was requested from the contractor. The cost of this additional work was \$2,764.

PREVIOUS COMMITTEE/BOARD ACTION:

A not to exceed contract amount of \$11,260 was approved at the April 20, 2022 Board meeting.

REVENUE OR FUNDING IMPLICATIONS:

The budget includes \$150,000 for Capital – Cart Path Repairs (60-611-000-57-5701-0000). This was also used for the shoreline restoration project where we have spent \$113,726.42 to date.

STAKEHOLDER PROCESS:

Arrowhead staff has been involved in this project and the need for this replacement.

LEGAL REVIEW:

N/A

ATTACHMENTS:

Proposal from Evans and Son

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve change order 1 in the amount of \$2,764 with Evans and Son for stone base at Arrowhead Golf Course.

Wheaton Park District
Steve Hinchee
102 E Wesley St
Wheaton, IL, 60187



Phone: 630-510-4976
Fax: 630-871-9635
Date: 04/27/22
Estimator: Mario

Project Name : Arrowhead Golf Course
Project location : Wheaton, IL

Dear Steve, the following is the proposal you requested:
We hereby submit sizes, specifications and estimates for the following work as follows.

AREA 1

EXCAVATE EXISTING SUBBASE TO ACCOMMODATE 4" STONE BASE AND HAUL AWAY DEBRIS.

INSTALL 4" STONE BASE IN EXCAVATED AREAS.

GRADE NEW STONE BASE FOR LEVELING AND DRAINAGE.

ROLL COMPACT BASE FOR MAXIMUM COMPACTION WITH VIBRATORY ROLLER.

*** RESTORATION BY OTHERS

We propose hereby to furnish materials and labor - complete in accordance with the above specifications for the sum of.....

2,764 .00

Terms: 10% deposit with balance upon completion. The deposit may be waived upon prior credit approval. This proposal may be withdrawn if not accepted within 15-days. In the event contract price is not paid per the agreement, Evans & Son Blacktop Inc. will collect 2% per month on any unpaid balance, until paid. If, Evans & Son Blacktop Inc. must engage in collection activities, the customer shall pay all reasonable attorney's fees incurred in the collection. Our work will be installed in a workman like manner and the workmanship is guaranteed for a period of one year from the date of installation. There will be no guarantee for cracking caused from movements and settlements beyond our control and work performed by others prior to our work are not covered under our guarantee. For acceptance, please sign, date and return one copy of this proposal along with your deposit check to our office.

Respectfully Submitted,
EVANS & SON BLACKTOP INC.

Accepted By:

Dexter Torres

Dexter Torres
Director of Operations

Wheaton Park District

Date :

OUR WORKERS ARE FULLY INSURED SERVING YOUR COMMUNITY SINCE 1972

3N775 Powis Road
West Chicago, IL 60185

www.EvansAndSonBlacktop.com

(630)377-1212
Fax: (630)377-4040

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Arrowhead Parking Lot Repaving – Concept review and surveying

DATE: May 13, 2022



SUMMARY:

The parking lot at Arrowhead Golf Course was last paved in 2005 during the construction of the clubhouse and needs repaving. Similar to the Community Center, staff feels a project of this size requires an engineer to evaluate some alternatives and properly budget for the future. A proposal was requested from Wight Engineering to develop some options for parking lot replacement. We have been pleased with their work to date at both the Community Center and Cosley Zoo.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

\$250,000 is budgeted in 2022 for District Wide Paving. (40-000-000-57-5701-0000)
\$550,000 budgeted in 2022 for Arrowhead Capital Projects (60-611-000-57-5701-0000) This account is also designated for the maintenance building roof and shoreline projects.

STAKEHOLDER PROCESS:

Arrowhead staff will be a part of the design process.

LEGAL REVIEW:

N/A

ATTACHMENTS:

Proposal from Wight

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends the Wheaton Park District Board of Commissioners approve the proposal in the amount not to exceed \$11,500 from Wight Engineering for the Arrowhead Parking Lot.



April 19, 2022

Mr. Rob Sperl, CPRE
Director of Parks and Planning
Wheaton Park District
102 E. Wesley
Wheaton, IL 60187

**Professional Services Proposal for Design Services
Arrowhead Golf Course Parking Lot Concept Planning**

Dear Mr. Sperl:

Wight & Company (Wight) is pleased to submit this proposal to you and the Wheaton Park District (WPD) to provide Design and Engineering Services proposed improvements to the existing parking lot at Arrowhead Golf Course. This proposal includes:

UNDERSTANDING
SCOPE OF SERVICES
SCHEDULE
COMPENSATION
TERMS & CONDITIONS

UNDERSTANDING

We understand the WPD would like Wight to investigate parking lot improvement options at Arrowhead Golf Course, including the feasibility of various maintenance improvements (mill & overlay, partial replacement, and/or full replacement) along with cost budgets. It is our understanding that WPD may also want to look at opportunities to add additional parking with minor improvements and/or ADA improvements, possibly permeable pavers depending on impacts to cost, stormwater, etc. Scope will also include new geotechnical pavement cores and CCDD testing for future design & construction.

SCOPE OF SERVICES

Wight proposes to provide design and engineering services for the Arrowhead Golf Course Parking Lot outlined in the Project Understanding through the following Scope of Service:

A. Engineering Scope

1. Project Understanding & Programming Phase

- a. Conduct a project Kick-off Meeting to align the basic client expectations and reach a mutual understanding of the following:
 - i. Key participants and decision-makers
 - ii. Project goals and objectives
 - iii. Existing conditions
 - iv. Scope of Work
 - v. Deliverables
 - vi. Project Schedule

- b. Obtain Relevant project data for the site
 - i. Zoning and land-use designation
 - ii. Local ordinances
 - iii. Aerial photography
 - iv. Existing topographic and design plans (provided by the Park District).
- c. Visit project site to review and photograph existing conditions

2. Conceptual Design Phase

- a. Develop Design Concepts (one to three) concepts depending on agreed scope.
 - i. Site Parking Lot
 - ii. Parking Lot improvements (added parking where feasible).
 - iii. Pedestrian / ADA improvements (as directed by client).
- b. Prepare construction cost opinion.
- c. Review Concept Design documents with Wheaton Park District (two times).
Document meeting results via written meeting summary.
- d. Review Conceptual Design with jurisdictional agencies as needed
 - i. City of Wheaton.
- e. Summarize findings in a written report and provide recommendations.

B. Geotechnical Scope

1. Pavement Cores

- a. Field investigation will consist of eleven (11) soil borings drilled to depths of approximately 3 feet or refusal throughout the requested pavements. Soils encountered will be sampled at 2.5-foot intervals for the first ten feet and 5.0-foot intervals thereafter in general accordance with the ASTM requirements for Standard Penetration Test. Representative soil samples will be collected from each sample interval for visual classification and/or laboratory testing. The borings will be drilled using a Truck-mounted drill rig or hand augers. The pavement cores will be cored using a diamond-bit core barrel attached to a pickup truck. The locations of the soil borings will be identified by the client or CGMT representative and will be based on rig accessibility to those locations and the limits of the site. Upon completion of drilling operations, groundwater readings will be obtained; the borings will be backfilled with soil cuttings and capped with asphalt cold patch or non-shrink grout in areas of existing pavements.

2. Analysis and Report

- a. Analyze collected field and laboratory data and prepare a report of our findings. The final geotechnical report would include general information on site geology, descriptions of existing soil conditions, and additional information consisting of but not limited to:
 - o Settlement Issues
 - o Suitability of soils to support pavements and utilities or for reuse as new fill
 - o Geotechnical-Related Construction Issues
 - o Pavement Soil-Related Design Parameters

o Short-term Water Table Elevations

3. CCDD

- a. The Illinois EPA enacted regulations regarding Professional Engineer certification of construction and demolition debris (C&D), which calls for such certification that the waste stream is suitable for use in a landfill. As such, the engineer completes forms indicating that sufficient testing and analysis has been performed on the waste stream and the materials considered to be potentially impacted have been determined to be non-hazardous. Assumed Potential Impacted Property" (PIP) evaluation of streets to be potentially impacted (PIP) due to various dump requirements, from our experience with the regulations, a laboratory analysis shall be completed on one (1) selected samples for pH, Pesticides, PCBs, RCRA Metals, Cyanide, SVOC, VOCs. These parameters are performed by the an IEPA-accredited sub-laboratory. Although the new regulations do cite the IEPA Tiered Approach to Correction Objective Target Analyte List (TACO-TAL) as an example of possible contaminants that can be evaluations, the regulations do not explicitly require such comprehensive testing and analysis for the full suite of IEPA-listed contaminants and appear to provide the engineer to determine the appropriate amounts of test. Upon completion of the laboratory testing data, We will analyze compare to the chemical detection limits utilized for analyses are in accordance with IEPA Title 35, Subtitle G, Chapter 1, Subchapter f, Part 742, Subpart G, Tier 1 and Appendix B, Table B for soil evaluation. The tests performed on the samples will be presented in a report and letter to include a copy of the IEPA form 663, if the material is found to be within appropriate limits. If the laboratory analysis indicate the samples do not meet their respective Maximum Allowable Concentrations of Chemical Constituents, additional testing and sampling will be required to dispose the waste stream and the materials in a Subtitle D Landfill. CGMT will provide recommendations as to the options available to the Owner including steps required in connection with disposal at a Subtitle D landfill.

C. Additional Services (Not included in this proposal)

1. Services not specified in the scope of services will be considered additional services. Prior to any additional services work, we will discuss additional services with the client for written authorization to proceed.
2. Services of sub-consultants not indicated in the scope of services
3. Services required due to unforeseen site conditions or circumstances beyond the control of the project team

SCHEDULE

We propose to begin work on this assignment upon your authorization. We will prepare a detailed project schedule for your review and input during the initial project kick-off meeting. In general, the proposal is based on the following overall schedule:

- Contract Award: May 2022
- Site Assessment, Concept Plans, Budgets: June 2022
- Final Recommendations and Budgets: July/August 2022

COMPENSATION

Wight & Company proposes to perform these professional services listed in the Scope of Services for the Engineering Scope for a Fixed Fee of \$6,500.00. Wight & Company proposes to perform the Geotechnical Scope for a fixed Fee of \$4,500.00.

In addition to the professional services fees, we will invoice reimbursable expenses at direct costs and estimated at \$500.00. The following is list of typical reimbursable expenses:

- CAD plots, printing, color reproductions and delivery costs of drawings and reports.
- Supplies, materials, and costs related to specific reports and presentations.
- Travel at current IRS established reimbursement rate.


TERMS & CONDITIONS

This proposal assumes the terms and conditions outlined in the AIA Document B101-2017, "Standard Form of Agreement between Owner and Architect." Wight will invoice monthly based on a percentage of the work completed and payment will be due in 30-days (or in accordance with the Illinois Prompt Payment Act).

We thank you for the opportunity to continue our partnering relationship with the Wheaton Park District and look forward to working with you on this design and engineering effort.

If this proposal meets your approval, please sign one copy and return it to us. If you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,
WIGHT & COMPANY



Shawn M. Benson, PE
Director of Land Development



Jason Dwyer, AIA, LEED AP
President, Design & Construction

Approved by:

Signature

Date

Printed Name

Title

cc Bob Ijams – Wight & Company

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Cosley Zoo Entrance Paver Repair

DATE: May 13, 2022



SUMMARY:

The paver walk/driveway at the entrance to Cosley Zoo is in need of extensive repair due to separation and failing edge restraint. The paver surface is also rutting heavily from the daily garbage truck and farm deliveries. In 2015 and 2019, similar work was done near the gift shop building with a limited budget. This proposed work will complete the repairs of the driveway from the parking lot to the west end of the visitor's center.

Additionally, the existing driveway is wider than necessary and will be narrowed by about three feet. This will reduce the cost of the project and make planned future fence work easier and less expensive. Unit cost pricing was included in the bid to add the possibility of increasing the area that can be repaired within budget.

This repair project was bid out in 2020 but was rejected as only one bid was received and it was much higher relative to the prior year's (2019) work.

Staff sent bids to twenty-two contractors on 4/7. Two addendums were sent 4/18 and 4/19 to clarify materials and layout. The results are as follows:

CONTRACTOR	BASE BID	UNIT COST – Remove/Reinstall Pavers - Per sq. yd.	UNIT COST – Remove/Haul Spoils Per truck load
C.R. Schmidt Inc.	\$72,600.00	\$156	\$565
Innovation Landscape, Inc.	\$58,600.00	\$135	\$850

Innovation Landscape has performed work for the district in the past with favorable results.

PREVIOUS COMMITTEE/BOARD ACTION:

Previous paver repairs approved on 5/20/15 and 6/19/19. Further bid in 2/26/20 was rejected.

REVENUE OR FUNDING IMPLICATIONS:

\$40,000 is budgeted for repairs in account 40-800-813-57-5701-0000.

STAKEHOLDER PROCESS:

Work will be scheduled with Cosley Zoo staff to limit impact on the facility.

LEGAL REVIEW:

Our standard agreement will be used.

ATTACHMENTS:

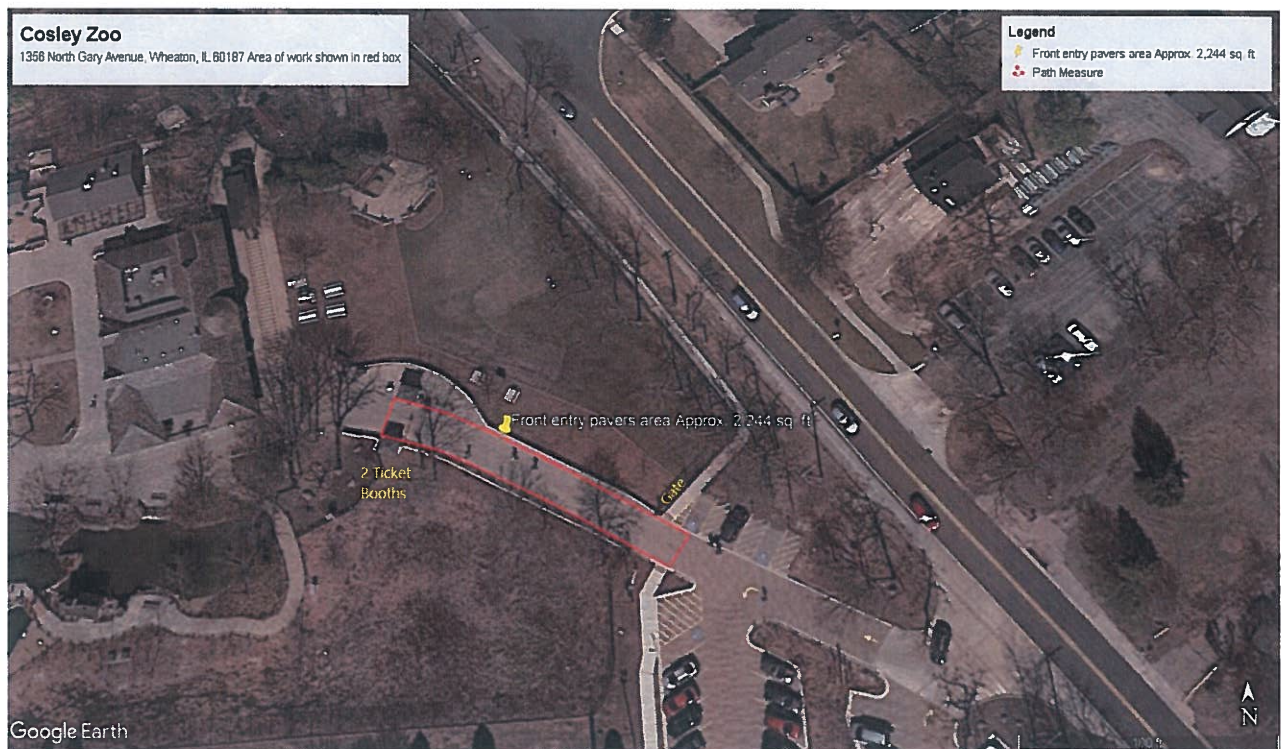
Aerial map of areas of work (see below).

ALTERNATIVES:

The unit cost could be used to reduce the scope of the project closer to budget. This would require us to complete the work at a later date.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's accept the low bid from Innovation Landscape, Inc. in the amount of \$58,600.00.



TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2022 Prairie HVAC Quotes

DATE: May 13, 2022



SUMMARY:

The 855 Prairie office building has a total of eleven furnace/air conditioner units. In 2020 we had a consultant assess the systems to determine if there was a better way to operate the building. They identified that the current configuration is still recommended over other replacement systems. These types of furnaces typically have a useful life of 7-1/2 to 10 years. Through good maintenance practices we have exceeded this with many of the units up to 20+ years. Four of these units were replaced in 2020 and three more were replaced last year.

Staff is seeking to replace two units this year and the remaining two next year. Quotes for equipment and installation were solicited in April 2022, and the results were as follows:

Contractor	Quote
MG Mechanical Services	\$15,400
Air Rite	\$17,687
Mel-O-Air	\$23,056

MG Mechanical Services furnished and installed other HVAC units at the Prairie building in 2020 and staff was very pleased with their work.

REVENUE OR FUNDING IMPLICATIONS:

Account #	Description	Budget
10-101-856-52-5210-0000	Contractual Other	\$32,780

This is a general account with other items accounting for the remaining amount.

ATTACHMENTS:

Quote from MG Mechanical Services.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's accept the quote from MG Mechanical Service for \$15,400.

2022 WHEATON PARK DISTRICT PRAIRIE BUILDING HVAC

Request for Quote Sheet (This is **NOT** a bid – Prevailing Wage Rates Still Apply)

CONTRACTOR NAME:	MG Mechanical Service, Inc
------------------	----------------------------

Location: 855 W. Prairie Ave., Wheaton, IL 60187

Contact: Brian Morrow, Project Planner 630-510-4975 bmorrow@wheatonparks.org

Scope of work:

- Furnish and install one (1) high efficiency furnace 90% AFUE or higher with **60,000** BTU.
- Furnish and install one (1) high efficiency **AIR HANDLER** 90% AFUE or higher with 24,000 BTU.
- *(The existing unit is a Lennox CBX26UH-024-230-1)*
- Furnish and install two (2) Merv 8" filters on the furnaces.
- One (1) furnace shall be a 2 ½ ton/13 SEER condenser.
- One (1) furnace shall be a 1 ½ ton/13 SEER condenser.
- Furnish and install low ambient kits on both condensers.
- Furnish and install one (1) 2 1/2-ton evaporator coil.
- Furnish and install one (1) 1 1/2-ton evaporator coil.
- Remove and dispose of existing furnaces, condensers, evaporator coils, and reclaim existing refrigerant.
- Include all fittings needed to connect to existing ductwork, gas, electric, and thermostats.
- Re-use existing disconnect boxes.
- Gas regulators are NOT required at each furnace.
- Do NOT re-use existing flue pipes.
- Prevailing wage is required. Either union or non-union contractors are acceptable.
- All flashing shall be new.
- Contractor to locate and cut all holes. Park District will patch and paint drywall.
- Re-use existing thermostats.
- All units shall be single stage.
- **ALL UNITS MUST BE CARRIER BRAND. NO SUBSTITUTIONS WILL BE ACCEPTED.**
- Furnaces shall be 90% efficient or higher.

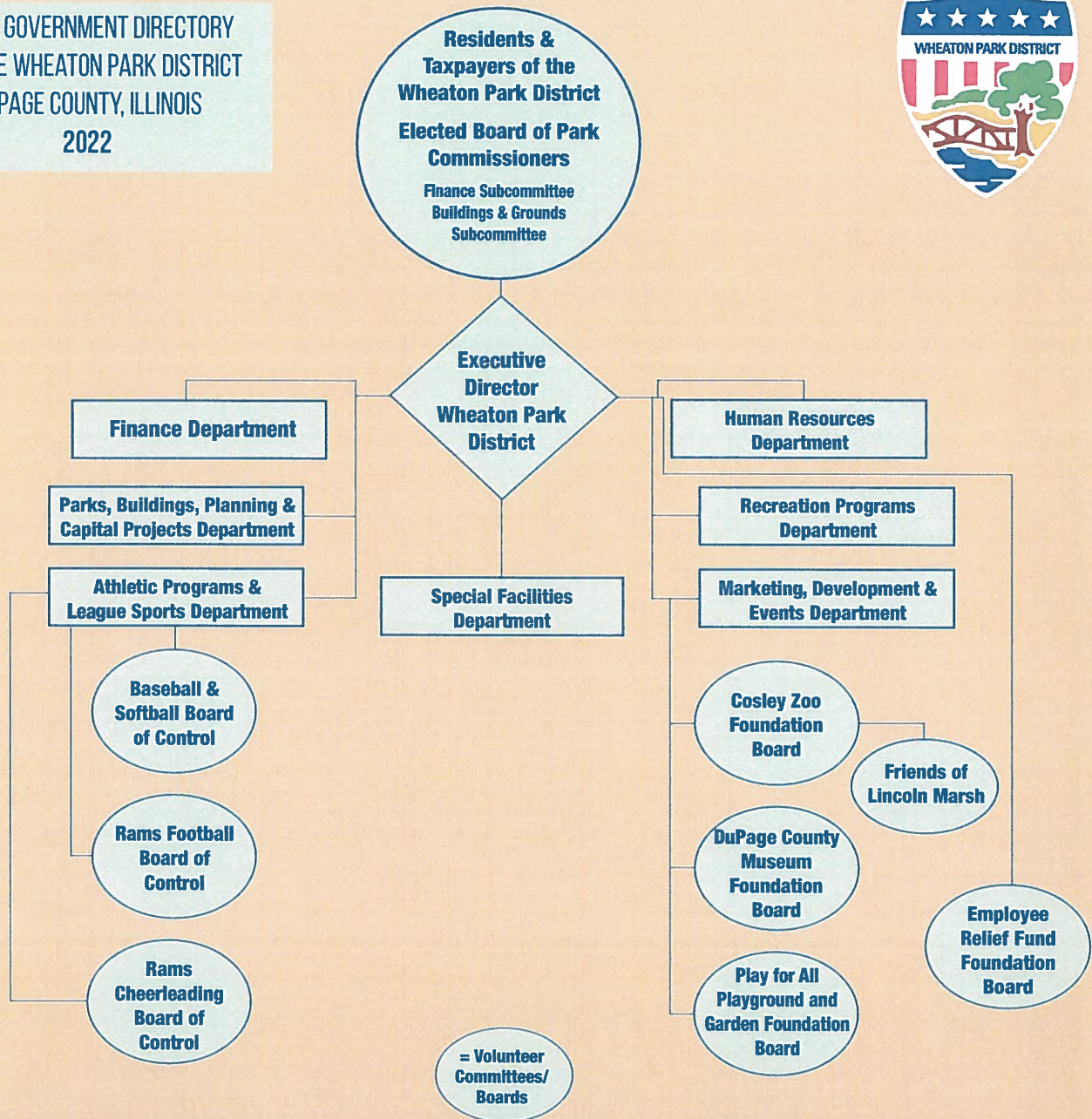
HVAC Unit #1 (2 1/2 Ton)	Amount
Remove and replace	\$ 8,700.00

HVAC Unit #2 (1 1/2 Ton)	Amount
Remove and replace	\$ 6,700.00

GRAND TOTAL	Amount
	\$ 15,400.00

The quantities provided by Owner are estimated and provisional and are given for the contractor's convenience as well as to provide a common basis for quoting. The contractor is responsible for verifying all estimated quantities and/or performing his or her own quantity take-off of work items.

LOCAL GOVERNMENT DIRECTORY
FOR THE WHEATON PARK DISTRICT
DUPAGE COUNTY, ILLINOIS
2022



OUR MISSION, VISION, & CORE VALUES

We exist to enrich the quality of community life through a diversity of healthy leisure pursuits and a heightened appreciation for our natural world.

We, the Wheaton Park District Team, commit to service excellence, financial stability, and an enriched quality of life for our stakeholders. We accomplish this through continuous improvement of people and systems while living our values.

We adhere to the values of **Integrity, Fun, Adaptability, Growth, Commitment, Kindness, and Service Excellence** in everything we do.

ACCOUNTABILITIES

*Sustainability Makes Sense | Doing Things Better and Smarter | Ensuring Stakeholder Satisfaction
Continuous Improvement of People and Systems*

WHEATONPARKDISTRICT.COM

Summary of Purpose

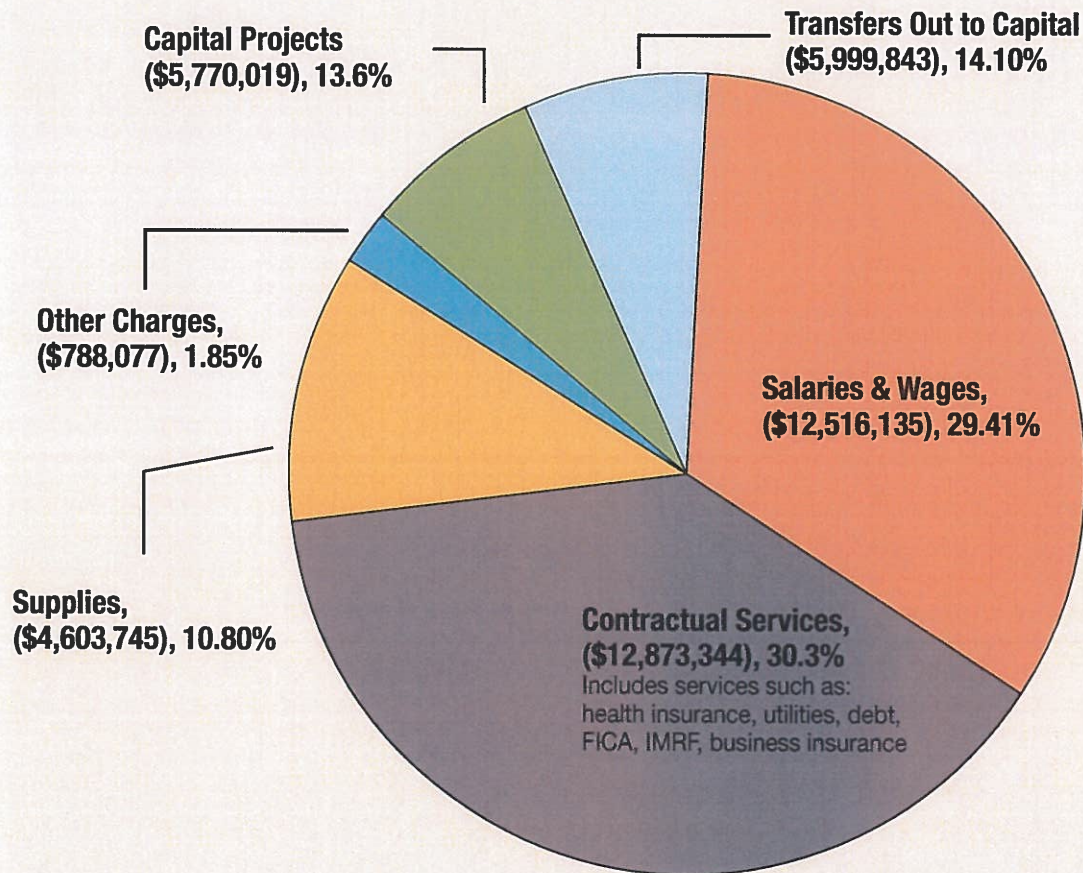
A park district is a form of local special-purpose district intended to provide public parks and recreation in or near its geographic boundaries. Some park districts, like Wheaton Park District, also own or maintain related cultural facilities such as monuments, zoos, sports venues, music venues, or museums.

Park districts are prevalent in the United States. State statutes often have a general law to provide for park districts' creation, dissolution, geographic borders, and annexation; the selection of governing boards, often referred to as park boards; and the criteria for levying property taxes on behalf of the district. Park districts sometimes obtain additional revenue by charging admission fees for some venues and through donations or voluntary memberships in a similar way to not-for-profit organizations; in addition, sometimes a park district is assisted by a private not-for-profit organization set up specifically for the purpose of assisting the local public park system.

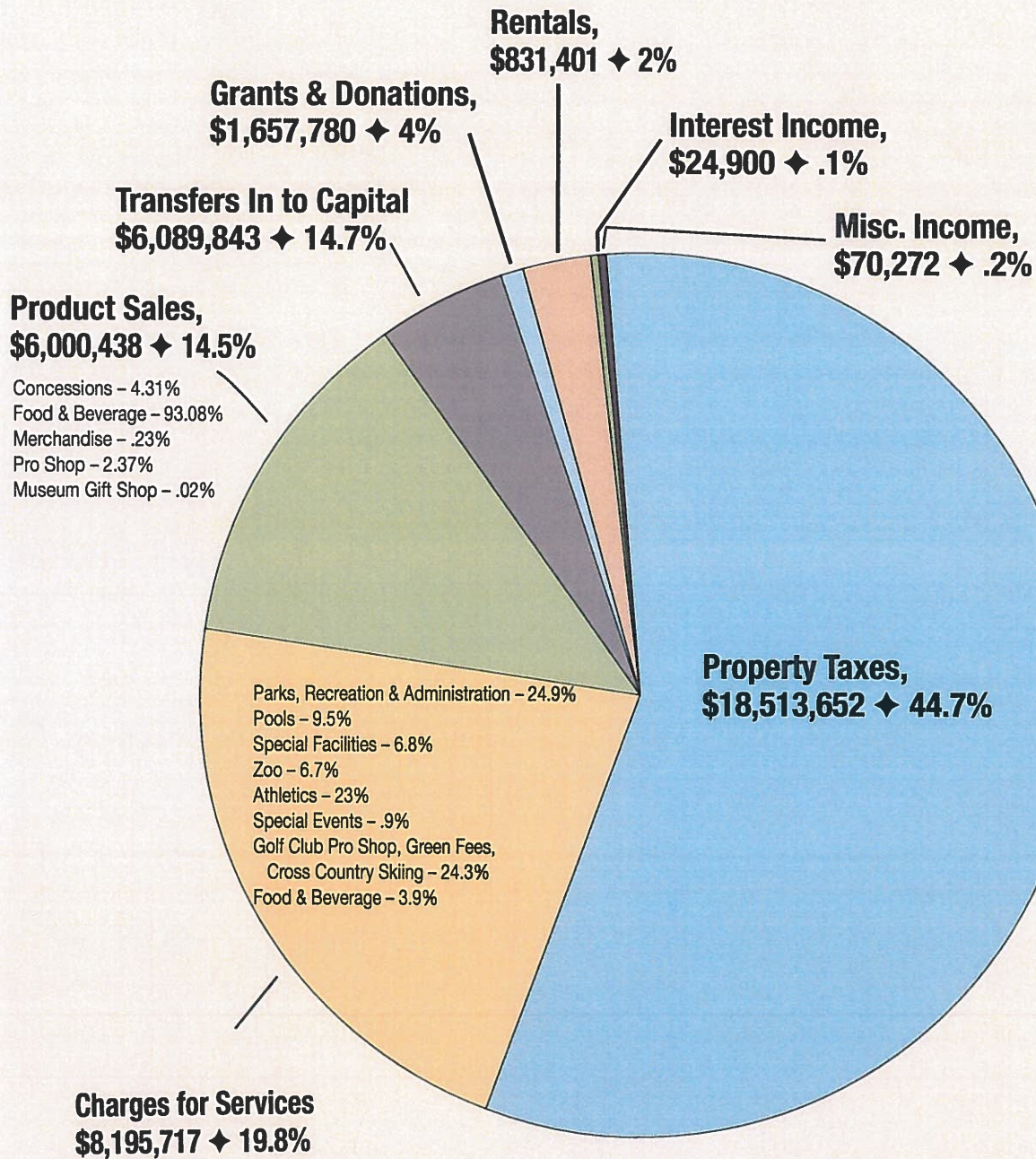
Total Operating Budget Capital Budget

Property Taxes for Operating Expenses 2021 tax levy	\$13,049,167
Property Taxes for Debt Service & Annual Capital Projects 2021 tax levy	\$ 5,464,485
Total Operating Budget Fiscal Year 2022	\$30,781,302
Total Capital Projects Budget Fiscal Year 2022	\$ 5,770, 019

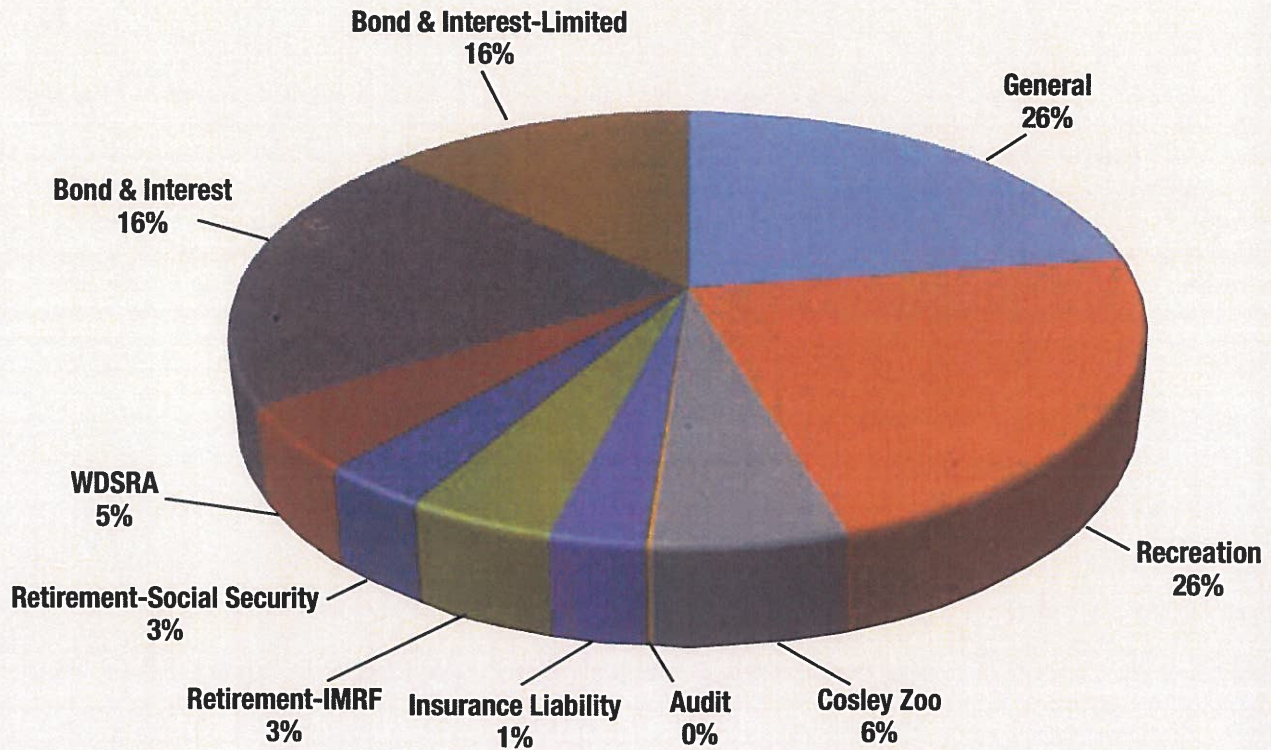
2022 Budgeted Expenses



2022 Budgeted Revenues



2021 Tax Levy (to be received in 2022)



Levy	\$ Amount
General	4,889,676
Recreation	4,838,529
Cosley Zoo	1,020,373
Audit	29,779
Insurance Liability	269,239
Retirement-IMRF	560,823
Retirement-Social Security	563,378
WDSRA	864,376
Bond & Interest	2,971,550
Bond & Interest-Limited	2,492,935
Total 2021 Tax Levy	18,500,657
Paid in 2022	

For every dollar of property taxes you paid in 2021, approximately 10 cents went to the park district.



9¢ – Regional share to include college, county, forest preserve, Milton Township, Airport Authority

68¢ – School District 200 share of your tax dollar

12¢ – City of Wheaton share of your tax dollar

10¢ – Park District's share of your tax dollar

Boards, Foundations, and Committees

Board of Park Commissioners – elected at large
commissioners@wheatonparks.org

Role of the Park Board:

The role of the commissioners is to provide leadership to further the mission and vision of the park district. They establish and adopt policies, set a strategic direction, monitor operation and capital expenditures, develop and maintain long range plans, and oversee the Executive Director.

Bob Frey - President	Commissioner Term 2019-2023
John Kelly - Vice President Building & Grounds Chair	Commissioner Term 2021-2025
William Barrett	Commissioner Term 2021-2025
Terry Mee	Commissioner Term 2019-2023
Ray Morrill	Commissioner Term 2019-2023
Linda Pecharich	Commissioner Term 2022-2023
John Vires Finance Subcommittee Co-Chair	Commissioner Term 2019-2023

Michael Benard - Annual Appointment Executive Director/Secretary:
mberard@wheatonparks.org
630.510.4945 OFC | 630.945.7726 CELL
FOIA Compliance Officer and ADA Compliance Officer

Sandra Simpson - Annual Appointment Treasurer:
ssimpson@wheatonparks.org | 630.510.4947 OFC

Volunteer Boards and Committees Supporting Park District Programs & Facilities

Baseball & Softball Program Board of Control –

Commissioner Frank Moscardini fmoscardini@elsm.com
Wheaton Park District Youth Baseball and Softball (WPDYBS) is dedicated to providing opportunities for all Wheaton area youth to play baseball and softball in the respective leagues as defined by the Board of Control.

Rams Football Program Board of Control – Frank O'Connor

saharafrank@gmail.com

Wheaton Park District Football League –The purpose of the WPDYFL shall be to provide a sound and responsible football program for the youth of our community and to encourage the teaching of the fundamentals of football and the ideals of good sportsmanship.

Rams Cheer Board of Control - Lisa Iliff

lisamarielliff@gmail.com

The purpose of the WPDYFL shall be to provide a sound and reasonable cheerleading program for the youth of the area, and to encourage the teaching of fundamental cheerleading skills, teamwork, and the ideals of good sportsmanship.

DuPage County Historical Museum Foundation -

President David Thiel

museumfoundation@dupagemuseum.org

The Foundation is a volunteer board whose primary function is to raise funds to support DuPage County Historical Museum's mission to educate the general public through the collection, preservation, interpretation, and exhibition of materials which document the history of DuPage County and its relationship to Illinois and the nation, and to provide local history services for historical organizations and for scholarly endeavors.

Cosley Zoo Foundation - President Matt Szafranski

cosleyfoundation@cosleyzoo.org

The foundation is a volunteer board which oversees the various fundraisers and the disposition of monies raised to ongoing capital development of Cosley Zoo.

Friends of Lincoln Marsh – As a subsidiary of the Cosley Zoo Foundation, the Friends of the Lincoln Marsh exists to generate funding for the future development at the Lincoln Marsh Natural Area.

Play for All Garden and Playground Foundation –

Mike Benard, President mberard@wheatonparks.org

The Play For All Playground and Garden Foundation exists to create barrier-free and universally accessible outdoor play spaces and gardens in DuPage County. Through the cognitive, social, and physical values of play, the Foundation will promote a spirit of inclusion, enhance the quality of life, and support involvement in recreation and wellness activities for all people and abilities.

Employee Relief Fund Foundation –

Donna Siciliano, President dsiciliano@wheatonparks.org

The foundation is run by employees of the district which provides grants of short-term assistance to Wheaton Park District employees experiencing severe financial hardship due to unexpected circumstances. This foundation's primary source of funding is through donations from employees.

Full Time, Part Time, Seasonal Employees 2022

Full Time Employees	111
Part Time Employees	320
Seasonal Employees	350

Freedom of Information Designated Contacts

Public documents related to the Wheaton Park District are available at any time. Freedom of Information Officers listed below are available to assist the public with obtaining access to documents they wish to review. In many cases, the information will be available on our website wheatonparkdistrict.com via our Transparency Portal or via wheatonparkdistrict.opengov.com. Your need for public information can typically be met informally.

Michael Benard, Executive Director
& Freedom of Information Officer
mberard@wheatonparks.org
630.510.4945 OFC | 630.945.7726 CELL

Donna Siciliano, Executive Assistant
& Freedom of Information Officer
dsiciliano@wheatonparks.org | 630.510.4944

- To formally request information under the Freedom of Information Act, visit the link below.
<https://wheatonparkdistrict.com/FOIA>

How the Process Works

After a FOIA Request submission is received, the Chief FOIA Officer or Deputy will respond within five (5) business days with the requested materials unless a request is denied or an extension is required. The public has a right to information produced by their government with certain privacy limitations (5ILCS 140/1). When you submit a FOIA request, your information becomes public record and your request as well as our response will be posted on our website.

Fee information is posted at wheatonparkdistrict.com/FOIA



Every financial transaction the Wheaton Park District has conducted since 2011 is presented in its OpenGov portal, launched February 22, 2017. wheatonparkdistrict.opengov.com

FACILITIES INFORMATION

ARROWHEAD GOLF CLUB

26W151 BUTTERFIELD RD. | 630.653.5800
27-hole championship golf course | Restaurant, patio, and sports bar | Meeting and banquet space for up to 275 people



CENTRAL ATHLETIC COMPLEX

500 S. NAPERVILLE RD. | 630.690.4880 (FOR RENTALS AND PARTIES)

2 full-size basketball courts or 4 side basketball courts, 4 volleyball courts, 2 batting cages | Meeting/birthday party room, indoor soccer training areas, baseball/softball training area | Outdoor ice rinks (winter)



CLOCKTOWER MINI GOLF & SKATE PARK

100 NAPERVILLE RD. | 630.665.1299 (FOR PARTIES AND GROUPS)

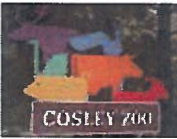
Mini golf and skate park | Concessions | Birthday parties and group outings available



COSLEY ZOO

1356 N. GARY AVE. | 630.665.5534

Illinois wildlife and farm animals | Educational programs and camps | Seasonal concessions | Unique programs, birthday parties, and rentals | Special events



COMMUNITY CENTER

1777 S. BLANCHARD ST. | 630.690.4880

Open gym | Indoor track | Parks Plus Fitness Center & Kidz Kingdom Childcare | Room rental opportunities | Program & Photo I.D. registration | Pool pass sales



DUPAGE COUNTY HISTORICAL MUSEUM • EXECUTIVE DIRECTOR OFFICE

102 E. WESLEY ST. | 630.665.4710

Free admission | Research library | Three floors of exhibits – guided tours available | HO Gauge Model Railroad | Room rentals | Programs & events



LINCOLN MARSH NATURAL AREA MAIN ENTRANCE AT THE CORNER OF HARRISON AND PIERCE AVES. 630.871.2810

Two miles of trails | Adventure programs and camps | Teams and Ropes Challenge Course with climbing tower | 151 acres of woodland, wetland, and prairie | Environmental education and nature interpretation programs and camps



MARY LUBKO CENTER (FORMERLY LEISURE CENTER) IN MEMORIAL PARK 208 W. UNION AVE. 630.665.1415

Variety of programs – including fitness, games, sports, performing arts, and day and extended travel for active adults of all ages | Rentals



MEMORIAL PARK BAND SHELL IN MEMORIAL PARK 208 W. UNION AVE. 630.665.1415

Summer Entertainment Series



NORTHSIDE FAMILY AQUATIC CENTER 1509 N. WEST ST. | 630.653.3345 (SUMMER ONLY)

Swim programs and lessons for all ages | Lap swimming | Shade and lounge chair areas for relaxing | Drop slide, body slides, diving boards, volleyball courts, children's play area, sand play areas



PARKS PLUS FITNESS CENTER 1777 S. BLANCHARD ST. • LOWER LEVEL 630.653.5429

Full fitness facility | Personal Training and Small Group Training | Kidz Kingdom on-site childcare service | Group fitness instruction



PARK SERVICES CENTER 1000 MANCHESTER RD. | 630.653.5429

Maintenance | Capital Projects | Park & Shelter Rentals



PRAIRIE ADMINISTRATIVE STAFF BUILDING 855 W. PRAIRIE AVE. | 630.510.4952

Marketing | Development | Special Events | Human Resources | Finance | Cosley Zoo



RICE POOL & WATER PARK 1777 S. BLANCHARD ST. 630.653.8884 (SUMMER ONLY)

Swim programs and lessons for all ages | Group packages, birthday, and private parties | Lap swimming | Drop slide, body slides, diving boards, volleyball courts



TOOHEY PARK & SAFETY CITY 1900 ORCHARD RD. 630.871.2835

Preschool programs | Safety City | Birthday parties



813 acres of open space

20,000+ sq. ft. of permeable pavers mediating storm water issues

4,500+ trees reduce runoff by 43,000 gallons of water a year

1,785 early childhood, teen, adult, and senior programs (65,000+ participants)

170,000+ visitors to Cosley Zoo

50+ parks

70 athletic fields (multi-purpose)

1.6 MILLION facility visitors per year

55,000 volunteer hours

create. discover. play. | WHEATONPARKDISTRICT.COM



WHEATON PARK DISTRICT



Financial Overview

April, 2022

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WPD Summary

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues	\$41,134,239	\$1,073,969	\$936,263	\$137,706	14.71%	\$4,913,960	\$2,696,613	\$2,217,347	82.23%
5-Expenses	(\$42,011,284)	(\$1,782,134)	(\$1,259,025)	(\$523,109)	-41.55%	(\$7,242,366)	(\$4,776,704)	(\$2,465,663)	-51.62%
Grand Total	(\$877,044)	(\$708,165)	(\$322,761)	(\$385,403)	-119.41%	(\$2,328,406)	(\$2,080,091)	(\$248,315)	-11.94%

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
4-Revenues	\$5,577,613	\$33,897	\$10,633	\$23,264	218.79%	\$269,774	\$163,217	\$106,557	65.29%
5-Expenses	(\$6,972,999)	(\$250,307)	(\$200,713)	(\$49,594)	-24.71%	(\$1,544,062)	(\$918,334)	(\$625,729)	-68.14%
10-General Total	(\$1,395,386)	(\$216,410)	(\$190,080)	(\$26,330)	-13.85%	(\$1,274,288)	(\$755,116)	(\$519,172)	-68.75%
20-Recreation									
4-Revenues	\$10,288,514	\$386,893	\$232,219	\$154,674	66.61%	\$1,239,138	\$661,804	\$577,334	87.24%
5-Expenses	(\$11,308,465)	(\$500,580)	(\$377,947)	(\$122,633)	-32.45%	(\$2,469,296)	(\$1,543,935)	(\$925,361)	-59.94%
20-Recreation Total	(\$1,019,950)	(\$113,687)	(\$145,727)	\$32,041	21.99%	(\$1,230,158)	(\$882,131)	(\$348,027)	-39.45%
22-Cosley Zoo									
4-Revenues	\$1,737,199	\$51,442	\$72,212	(\$20,770)	-28.76%	\$122,332	\$162,596	(\$40,264)	-24.76%
5-Expenses	(\$1,925,487)	(\$95,356)	(\$95,296)	(\$60)	-0.06%	(\$479,334)	(\$414,506)	(\$64,827)	-15.64%
22-Cosley Zoo Total	(\$188,289)	(\$43,915)	(\$23,085)	(\$20,830)	-90.23%	(\$357,001)	(\$251,910)	(\$105,091)	-41.72%
30-Debt Service									
4-Revenues	\$4,239,756	\$0	\$6	(\$6)	-101.00%	\$0	\$24	(\$24)	-100.96%
5-Expenses	(\$4,257,257)	(\$356)	(\$475)	\$119	25.00%	(\$356)	(\$475)	\$119	25.00%
30-Debt Service Total	(\$17,501)	(\$356)	(\$469)	\$113	24.03%	(\$356)	(\$451)	\$95	20.96%
40-Capital Projects									
4-Revenues	\$7,325,704	\$36,569	\$33,680	\$2,890	8.58%	\$1,178,145	\$50,071	\$1,128,074	2252.95%
5-Expenses	(\$4,998,313)	(\$109,056)	(\$42,177)	(\$66,879)	-158.57%	(\$240,834)	(\$138,086)	(\$102,748)	-74.41%
40-Capital Projects Total	\$2,327,391	(\$72,487)	(\$8,497)	(\$63,989)	-753.08%	\$937,311	(\$88,015)	\$1,025,326	1164.94%
60-Golf Fund									
4-Revenues	\$9,858,979	\$555,780	\$578,952	(\$23,172)	-4.00%	\$1,571,838	\$1,172,970	\$398,868	34.00%
5-Expenses	(\$10,439,722)	(\$625,063)	(\$377,966)	(\$247,097)	-65.38%	(\$1,879,534)	(\$1,190,998)	(\$688,536)	-57.81%
60-Golf Fund Total	(\$580,743)	(\$69,282)	\$200,986	(\$270,269)	-134.47%	(\$307,696)	(\$18,028)	(\$289,667)	-1606.76%
70-Information Technology									
4-Revenues	\$491,276	\$63	\$0	\$63	0.00%	\$122,874	\$129,243	(\$6,369)	-4.93%
5-Expenses	(\$491,243)	(\$72,242)	(\$54,285)	(\$17,957)	-33.08%	(\$135,723)	(\$128,884)	(\$6,839)	-5.31%
70-Information Technology Total	\$33	(\$72,179)	(\$54,285)	(\$17,893)	-32.96%	(\$12,849)	\$358	(\$13,208)	-3689.30%
75-Health Insurance									
4-Revenues	\$1,615,199	\$9,325	\$8,562	\$764	8.92%	\$409,859	\$356,687	\$53,172	14.91%
5-Expenses	(\$1,617,799)	(\$129,174)	(\$110,166)	(\$19,008)	-17.25%	(\$493,227)	(\$441,485)	(\$51,742)	-11.72%
75-Health Insurance Total	(\$2,600)	(\$119,848)	(\$101,604)	(\$18,245)	-17.96%	(\$83,368)	(\$84,798)	\$1,430	1.69%
Grand Total	(\$877,044)	(\$708,165)	(\$322,761)	(\$385,403)	-119.41%	(\$2,328,406)	(\$2,080,091)	(\$248,315)	-11.94%

AGC Month & YTD Summary

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
60-Golf Fund									
000-Administration									
4-Revenues	\$1,333,929	\$3,227	\$281	\$2,946	1048.42%	\$10,468	\$6,118	\$4,350	71.10%
5-Expenses	(\$2,678,112)	(\$82,490)	(\$61,595)	(\$20,895)	-33.92%	(\$330,248)	(\$272,063)	(\$58,185)	-21.39%
000-Administration Total	(\$1,344,183)	(\$79,262)	(\$61,314)	(\$17,949)	-29.27%	(\$319,780)	(\$265,945)	(\$53,835)	-20.24%
101-Parks Maintenance									
5-Expenses	(\$30,949)	(\$1,532)	(\$1,498)	(\$34)	-2.27%	(\$7,195)	(\$6,992)	(\$204)	-2.91%
101-Parks Maintenance Total	(\$30,949)	(\$1,532)	(\$1,498)	(\$34)	-2.27%	(\$7,195)	(\$6,992)	(\$204)	-2.91%
601-Golf Maintenance									
4-Revenues	\$0	\$0	\$0	\$0	0.00%	\$51	\$0	\$51	0.00%
5-Expenses	(\$1,261,450)	(\$105,685)	(\$61,849)	(\$43,836)	-70.88%	(\$258,194)	(\$245,985)	(\$12,208)	-4.96%
601-Golf Maintenance Total	(\$1,261,450)	(\$105,685)	(\$61,849)	(\$43,836)	-70.88%	(\$258,143)	(\$245,985)	(\$12,158)	-4.94%
611-Pro Shop/Golf Fees									
4-Revenues	\$2,562,250	\$195,603	\$322,929	(\$127,326)	-39.43%	\$492,379	\$615,330	(\$122,951)	-19.98%
5-Expenses	(\$1,393,515)	(\$155,186)	(\$56,900)	(\$98,286)	-172.73%	(\$291,702)	(\$136,025)	(\$155,677)	-114.45%
611-Pro Shop/Golf Fees Total	\$1,168,735	\$40,417	\$266,029	(\$225,612)	-84.81%	\$200,677	\$479,305	(\$278,628)	-58.13%
612-Food and Beverage									
4-Revenues	\$5,947,800	\$356,950	\$255,742	\$101,209	39.57%	\$1,048,610	\$511,968	\$536,642	104.82%
5-Expenses	(\$5,065,013)	(\$280,128)	(\$196,105)	(\$84,023)	-42.85%	(\$990,186)	(\$528,398)	(\$461,787)	-87.39%
612-Food and Beverage Total	\$882,787	\$76,822	\$59,636	\$17,186	28.82%	\$58,424	(\$16,431)	\$74,855	455.57%
613-Cross Country Skiing									
4-Revenues	\$15,000	\$0	\$0	\$0	0.00%	\$20,331	\$39,555	(\$19,224)	-48.60%
5-Expenses	(\$10,683)	(\$43)	(\$19)	(\$24)	-124.21%	(\$2,010)	(\$1,536)	(\$474)	-30.87%
613-Cross Country Skiing Total	\$4,318	(\$43)	(\$19)	(\$24)	-124.21%	\$18,321	\$38,019	(\$19,698)	-51.81%
60-Golf Fund Total	(\$580,743)	(\$69,282)	\$200,986	(\$270,269)	-134.47%	(\$307,696)	(\$18,028)	(\$289,667)	-1606.76%
Grand Total	(\$580,743)	(\$69,282)	\$200,986	(\$270,269)	-134.47%	(\$307,696)	(\$18,028)	(\$289,667)	-1606.76%

Zoo Analysis

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
Cosley Zoo									
4-Revenues									
41-Taxes	\$1,015,271	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$552,298	\$36,941	\$55,534	(\$18,593)	-33.48%	\$76,567	\$119,248	(\$42,680)	-35.79%
44-Rentals	\$55,500	\$7,199	\$2,272	\$4,927	216.87%	\$18,490	\$3,778	\$14,712	389.41%
45-Product Sales	\$900	\$135	\$0	\$135	0.00%	\$495	\$0	\$495	0.00%
46-Grants & Donations	\$112,230	\$6,541	\$14,392	(\$7,851)	-54.55%	\$25,734	\$39,166	(\$13,431)	-34.29%
47-Misc. Income	\$0	\$392	\$0	\$392	0.00%	\$412	\$279	\$134	47.90%
48-Interest Income	\$1,000	\$234	\$14	\$220	1574.36%	\$633	\$127	\$507	399.13%
49-Transfers In	\$0								
4-Revenues Total	\$1,737,199	\$51,442	\$72,212	(\$20,770)	-28.76%	\$122,332	\$162,596	(\$40,264)	-24.76%
5-Expenses									
51-Salaries & Wages	(\$1,097,829)	(\$71,978)	(\$69,464)	(\$2,513)	-3.62%	(\$294,438)	(\$282,423)	(\$12,016)	-4.25%
52-Contractual Services	(\$315,732)	(\$11,233)	(\$13,250)	\$2,017	15.22%	(\$75,342)	(\$77,349)	\$2,007	2.59%
53-Supplies	(\$246,267)	(\$10,696)	(\$11,735)	\$1,039	8.85%	(\$40,176)	(\$37,439)	(\$2,738)	-7.31%
54-Other Charges	(\$63,481)	(\$1,450)	(\$847)	(\$603)	-71.15%	(\$18,833)	(\$15,930)	(\$2,903)	-18.22%
57-Capital	(\$2,178)	\$0	\$0	\$0	0.00%	(\$545)	(\$1,366)	\$822	60.17%
59-Transfers Out	(\$200,000)	\$0	\$0	\$0	0.00%	(\$50,000)	\$0	(\$50,000)	0.00%
5-Expenses Total	(\$1,925,487)	(\$95,356)	(\$95,296)	(\$60)	-0.06%	(\$479,334)	(\$414,506)	(\$64,827)	-15.64%
Cosley Zoo Total	(\$188,289)	(\$43,915)	(\$23,085)	(\$20,830)	-90.23%	(\$357,001)	(\$251,910)	(\$105,091)	-41.72%
Foundation									
Concessions									
1-Concession Sales	\$70,000	\$940	\$1,086	(\$146)	-13.48%	\$1,311	\$1,859	(\$548)	-29.49%
2-Concession COGS	(\$24,500)	(\$768)	(\$281)	(\$487)	-173.47%	(\$656)	(\$2,229)	\$1,573	70.56%
3-Concession Supplies	(\$2,050)	\$0	\$0	\$0	0.00%	\$0	(\$190)	\$190	100.03%
Concessions Total	\$43,450	\$171	\$805	(\$634)	-78.74%	\$654	(\$560)	\$1,215	216.88%
Gift Shop									
1-Gift Shop Sales	\$150,000	\$12,103	\$18,055	(\$5,951)	-32.96%	\$31,052	\$45,684	(\$14,632)	-32.03%
2-Gift Shop COGS	(\$50,000)	(\$4,575)	(\$3,527)	(\$1,048)	-29.73%	(\$13,091)	(\$12,182)	(\$910)	-7.47%
Gift Shop Total	\$100,000	\$7,528	\$14,528	(\$7,000)	-48.18%	\$17,961	\$33,503	(\$15,542)	-46.39%
Concession & Gift Shop									
4-Concession & Gift Shop Wages	(\$83,000)	(\$5,077)	(\$4,051)	(\$1,026)	-25.33%	(\$16,894)	(\$14,820)	(\$2,073)	-13.99%
Concession & Gift Shop Total	(\$83,000)	(\$5,077)	(\$4,051)	(\$1,026)	-25.33%	(\$16,894)	(\$14,820)	(\$2,073)	-13.99%
Foundation Total	\$60,450	\$2,623	\$11,283	(\$8,660)	-76.75%	\$1,722	\$18,122	(\$16,400)	-90.50%
Grand Total	(\$127,839)	(\$41,292)	(\$11,802)	(\$29,490)	-249.87%	(\$355,280)	(\$233,788)	(\$121,492)	-51.97%

Cash & Investments

			Current Month, Prior Year
Description	Current Month	Prior Month	
Operating Funds			
10-General	4,363,295	4,575,804	3,163,093
20-Recreation	7,663,573	7,898,106	5,376,339
21-Special Recreation	144,945	144,939	110,153
22-Cosley Zoo	1,203,537	1,258,041	895,888
23-Liability	360,336	400,838	255,593
24-Audit	(2,133)	(2,134)	6,047
25-FICA	345,832	365,365	434,190
26-IMRF	395,524	417,169	484,477
30-Debt Service	789,672	790,028	787,336
60-Golf Fund	4,087,576	4,068,043	2,861,157
70-Information Technology	6,370	78,548	19,577
75-Health Insurance	193,925	310,588	192,103
Total Operating Funds	19,552,452	20,305,335	14,585,953
Capital Funds			
40-Capital Projects	6,346,267	6,182,227	5,004,306
Total Capital Funds	6,346,267	6,182,227	5,004,306
Total District Funds	25,898,719	26,487,562	19,590,259

Fund Balance Target Analysis
April, 2022

	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	Min. target is \$5K; Max. is budgeted expenditures	2 - 4 months
FY 2022 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	4,742,605	9,012,161	1,723,309	485,589	29,164	653,331	662,175	2,895,114	9,647,365
FY 2022 Targets									
Target Minimum	1,185,650	1,502,030	430,830	121,400	7,290	163,330	165,540	5,000	1,607,890
Target Maximum	2,371,300	3,004,050	861,650	242,790	14,580	326,670	331,090	2,895,114	3,215,790
Fund Balance as of April, 2022									
Fund Balance as of 12/31/2021	5,507,651	6,848,210	1,547,731	474,498	14,364	442,967	461,306		
Net Profit (Loss) YTD thru April, 2022	(1,274,288)	(1,230,158)	(357,001)	(114,161)	(16,496)	(106,208)	(119,701)		
Fund Balance as of April, 2022	4,233,363	5,618,052	1,190,729	360,336	(2,133)	336,759	341,605		
Cash & Investments 12/31/2021								798,728	4,272,602
Cash & Investments April, 2022								789,672	4,087,576
Analysis Results	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Under Minimum Target by	Over Maximum Target by	Over Maximum Target by	Meets Target	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	1,862,063	2,614,002	329,079	117,546	(9,423)	10,089	10,515	-	871,786

All Funds

Investment Report

Description	Current Balance	Prior Month Balance	Prior Year Balance
1110-Certificates of Deposit			
10-General	0	0	998,300
20-Recreation	0	0	499,600
21-Special Recreation	0	0	0
22-Cosley Zoo	0	0	0
23-Liability	0	0	0
24-Audit	0	0	0
25-FICA	0	0	0
26-IMRF	0	0	0
30-Debt Service	0	0	0
40-Capital Projects	748,800	748,800	998,400
60-Golf Fund	0	0	499,200
75-Health Insurance	0	0	0
Total Certificates of Deposit	748,800	748,800	2,995,500
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	748,800	748,800	2,995,500

General Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	4,363,295	4,575,804	2,164,793
11-Investments	0	0	998,300
12-Receivables	4,959,760	4,961,393	4,813,555
13-Interfund Receivables	0	0	0
14-Inventory	3,735	3,813	3,939
16-Prepaid/Deposits/Escrows	0	0	0
Total Assets	9,326,790	9,541,010	7,980,587
Liabilities			
20-ST Payables	(20,227)	(20,635)	(16,979)
21-Payroll Payables	(57,543)	(58,485)	(47,659)
22-Accruals	(43,254)	(43,254)	(34,192)
23-Interfund Payables	0	0	0
24-Unearned Revenues	(4,919,079)	(4,915,549)	(4,799,310)
25-Deposits/Uncashed/Stale Dated	(4,155)	(4,146)	(8,466)
29-Deferred Inflows	(49,169)	(49,169)	0
Total Liabilities	(5,093,428)	(5,091,237)	(4,906,606)
30-Fund Balance	(4,233,363)	(4,449,773)	(3,073,981)
Liabilities and Fund Balance	(9,326,790)	(9,541,010)	(7,980,587)

Recreation Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	7,663,573	7,898,106	4,876,739
11-Investments	0	0	499,600
12-Receivables	5,035,354	5,033,954	4,979,898
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	(264)	880	0
Total Assets	12,698,662	12,932,940	10,356,237
Liabilities			
20-ST Payables	(401,999)	(394,486)	(367,271)
22-Accruals	(56,161)	(56,161)	(41,685)
24-Unearned Revenues	(6,603,889)	(6,733,219)	(6,015,737)
25-Deposits/Uncashed/Stale Dated	(18,562)	(17,337)	(7,600)
Total Liabilities	(7,080,611)	(7,201,202)	(6,432,293)
30-Fund Balance	(5,618,052)	(5,731,738)	(3,923,943)
Liabilities and Fund Balance	(12,698,662)	(12,932,940)	(10,356,237)

Zoo Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	1,203,537	1,258,041	895,888
11-Investments	0	0	0
12-Receivables	1,052,225	1,040,458	1,039,528
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
Total Assets	2,255,762	2,298,498	1,935,416
Liabilities			
20-ST Payables	(1,760)	(1,760)	(1,760)
22-Accruals	(18,075)	(18,075)	(13,553)
24-Unearned Revenues	(1,045,198)	(1,044,019)	(1,037,449)
Total Liabilities	(1,065,033)	(1,063,854)	(1,052,762)
30-Fund Balance	(1,190,729)	(1,234,644)	(882,654)
Liabilities and Fund Balance	(2,255,762)	(2,298,498)	(1,935,416)

Debt Service Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	789,672	790,028	787,336
11-Investments	0	0	0
12-Receivables	4,138,555	4,138,555	4,316,676
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	4,928,227	4,928,583	5,104,012
Liabilities			
20-ST Payables	(1,853,088)	(1,853,088)	(1,816,782)
21-Payroll Payables	0	0	0
22-Accruals	0	0	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	(4,138,555)	(4,138,555)	(4,316,676)
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(5,991,643)	(5,991,643)	(6,133,458)
30-Fund Balance	1,063,416	1,063,060	1,029,446
Liabilities and Fund Balance	(4,928,227)	(4,928,583)	(5,104,012)

Capital Projects Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	5,597,467	5,433,427	4,005,906
11-Investments	748,800	748,800	998,400
12-Receivables	1,014	237,542	262,191
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	6,347,282	6,419,769	5,266,497
Liabilities			
20-ST Payables	0	0	0
21-Payroll Payables	0	0	0
22-Accruals	(2,987)	(2,987)	(2,471)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	(100,005)
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(2,987)	(2,987)	(102,476)
30-Fund Balance	(6,344,295)	(6,416,782)	(5,164,021)
Liabilities and Fund Balance	(6,347,282)	(6,419,769)	(5,266,497)

Arrowhead Golf Club Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	4,087,576	4,068,043	2,361,957
11-Investments	0	0	499,200
12-Receivables	1,355,459	1,376,283	1,754,403
13-Interfund Receivables	0	0	0
14-Inventory	140,935	139,594	111,250
15-Other Receivables	23,000	23,000	23,000
16-Prepaid/Deposits/Escrows	15,524	0	1,572
17-Other Assets	15,010	15,010	20,184
19-Capital Assets	17,040,146	17,040,146	17,514,903
Total Assets	22,677,651	22,662,076	22,286,469
Liabilities			
20-ST Payables	(1,363,454)	(1,347,877)	(1,758,222)
21-Payroll Payables	0	0	(6,601)
22-Accruals	(112,784)	(112,784)	(68,413)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	(67)
25-Deposits/Uncashed/Stale Dated	(546,518)	(477,237)	(534,959)
26-Long-Term Debt	132,268	132,268	(1,024,340)
27-LT Vacation Accruals	(58,644)	(58,644)	(62,882)
29-Deferred Inflows	(196,366)	(196,366)	(239,047)
Total Liabilities	(2,145,499)	(2,060,641)	(3,694,529)
30-Fund Balance	(20,532,152)	(20,601,435)	(18,591,940)
Liabilities and Fund Balance	(22,677,651)	(22,662,076)	(22,286,469)

Information Technology

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	6,370	78,548	19,577
11-Investments	0	0	0
12-Receivables	0	0	0
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	6,170	6,170	8,638
Total Assets	12,539	84,718	28,215
Liabilities			
20-ST Payables	0	0	0
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	0	0
30-Fund Balance	(12,539)	(84,718)	(28,215)
Liabilities and Fund Balance	(12,539)	(84,718)	(28,215)

Health Insurance Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	193,925	310,588	192,103
11-Investments	0	0	0
12-Receivables	2,837	4,245	1,184
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	196,762	314,834	193,287
Liabilities			
20-ST Payables	0	0	0
21-Payroll Payables	(2,693)	(917)	(648)
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	(2,693)	(917)	(648)
30-Fund Balance	(194,069)	(313,917)	(192,639)
Liabilities and Fund Balance	(196,762)	(314,834)	(193,287)

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
4-Revenues									
41-Taxes	\$4,865,228	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$387,235	\$18,763	\$8,898	\$9,865	110.86%	\$122,321	\$54,132	\$68,189	125.97%
43-Debt Proceeds	\$0								
44-Rentals	\$59,250	\$1,459	\$225	\$1,234	548.44%	\$53,159	\$50,450	\$2,709	5.37%
45-Product Sales	\$89,400	\$121	\$15	\$107	710.67%	\$382	\$109	\$273	250.19%
46-Grants & Donations	\$165,250	\$11,572	\$200	\$11,372	5686.04%	\$87,969	\$54,869	\$33,100	60.33%
47-Misc. Income	\$6,250	\$917	\$1,275	(\$358)	-28.11%	\$2,037	\$2,808	(\$772)	-27.48%
48-Interest Income	\$5,000	\$1,065	\$21	\$1,045	4975.10%	\$3,907	\$849	\$3,058	360.15%
49-Transfers In	\$0								
4-Revenues Total	\$5,577,613	\$33,897	\$10,633	\$23,264	218.79%	\$269,774	\$163,217	\$106,557	65.29%
5-Expenses									
51-Salaries & Wages	(\$2,619,923)	(\$167,805)	(\$158,493)	(\$9,313)	-5.88%	(\$647,328)	(\$623,699)	(\$23,630)	-3.79%
52-Contractual Services	(\$1,391,016)	(\$36,301)	(\$21,155)	(\$15,145)	-71.59%	(\$254,766)	(\$209,260)	(\$45,506)	-21.75%
53-Supplies	(\$524,984)	(\$39,791)	(\$18,958)	(\$20,833)	-109.89%	(\$93,108)	(\$60,548)	(\$32,560)	-53.78%
54-Other Charges	(\$206,682)	(\$6,410)	(\$2,107)	(\$4,303)	-204.23%	(\$28,393)	(\$20,727)	(\$7,666)	-36.99%
57-Capital	(\$217,894)	\$0	\$0	\$0	0.00%	(\$17,341)	(\$4,099)	(\$13,242)	-323.05%
59-Transfers Out	(\$2,012,500)	\$0	\$0	\$0	0.00%	(\$503,125)	\$0	(\$503,125)	0.00%
5-Expenses Total	(\$6,972,999)	(\$250,307)	(\$200,713)	(\$49,594)	-24.71%	(\$1,544,062)	(\$918,334)	(\$625,729)	-68.14%
10-General Total	(\$1,395,386)	(\$216,410)	(\$190,080)	(\$26,330)	-13.85%	(\$1,274,288)	(\$755,116)	(\$519,172)	-68.75%
20-Recreation									
4-Revenues									
41-Taxes	\$4,814,336	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$4,937,184	\$354,913	\$218,223	\$136,690	62.64%	\$1,166,162	\$634,161	\$532,001	83.89%
44-Rentals	\$233,716	\$17,803	\$9,511	\$8,292	87.19%	\$51,242	\$21,170	\$30,072	142.05%
45-Product Sales	\$170,338	\$5,462	\$3,182	\$2,280	71.65%	\$9,910	\$3,951	\$5,958	150.81%
46-Grants & Donations	\$16,300	\$5,377	\$1	\$5,376	537623.00%	\$5,387	\$108	\$5,279	4888.18%
47-Misc. Income	\$20,641	\$1,295	\$1,255	\$39	3.13%	\$1,801	\$2,005	(\$205)	-10.21%
48-Interest Income	\$6,000	\$2,042	\$47	\$1,996	4246.77%	\$4,637	\$409	\$4,228	1033.82%
49-Transfers In	\$90,000								
4-Revenues Total	\$10,288,514	\$386,893	\$232,219	\$154,674	66.61%	\$1,239,138	\$661,804	\$577,334	87.24%
5-Expenses									
51-Salaries & Wages	(\$4,634,285)	(\$275,078)	(\$225,273)	(\$49,805)	-22.11%	(\$1,073,778)	(\$926,279)	(\$147,499)	-15.92%
52-Contractual Services	(\$3,119,150)	(\$125,012)	(\$109,520)	(\$15,492)	-14.15%	(\$586,326)	(\$479,401)	(\$106,925)	-22.30%
53-Supplies	(\$1,030,860)	(\$91,335)	(\$37,514)	(\$53,821)	-143.47%	(\$181,513)	(\$108,304)	(\$73,209)	-67.60%
54-Other Charges	(\$227,866)	(\$9,154)	(\$5,639)	(\$3,515)	-62.33%	(\$41,344)	(\$24,395)	(\$16,949)	-69.48%
57-Capital	(\$21,303)	\$0	\$0	\$0	0.00%	(\$17,586)	(\$5,557)	(\$12,029)	-216.46%
59-Transfers Out	(\$2,275,000)	\$0	\$0	\$0	0.00%	(\$568,750)	\$0	(\$568,750)	0.00%
5-Expenses Total	(\$11,308,465)	(\$500,580)	(\$377,947)	(\$122,633)	-32.45%	(\$2,469,296)	(\$1,543,935)	(\$925,361)	-59.94%
20-Recreation Total	(\$1,019,950)	(\$113,687)	(\$145,727)	\$32,041	21.99%	(\$1,230,158)	(\$882,131)	(\$348,027)	-39.45%
22-Cosley Zoo									
4-Revenues									
41-Taxes	\$1,015,271	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$552,298	\$36,941	\$55,534	(\$18,593)	-33.48%	\$76,567	\$119,248	(\$42,680)	-35.79%
44-Rentals	\$55,500	\$7,199	\$2,272	\$4,927	216.87%	\$18,490	\$3,778	\$14,712	389.41%
45-Product Sales	\$900	\$135	\$0	\$135	0.00%	\$495	\$0	\$495	0.00%
46-Grants & Donations	\$112,230	\$6,541	\$14,392	(\$7,851)	-54.55%	\$25,734	\$39,166	(\$13,431)	-34.29%
47-Misc. Income	\$0	\$392	\$0	\$392	0.00%	\$412	\$279	\$134	47.90%
48-Interest Income	\$1,000	\$234	\$14	\$220	1574.36%	\$633	\$127	\$507	399.13%
49-Transfers In	\$0								
4-Revenues Total	\$1,737,199	\$51,442	\$72,212	(\$20,770)	-28.76%	\$122,332	\$162,596	(\$40,264)	-24.76%
5-Expenses									
51-Salaries & Wages	(\$1,097,829)	(\$71,978)	(\$69,464)	(\$2,513)	-3.62%	(\$294,438)	(\$282,423)	(\$12,016)	-4.25%
52-Contractual Services	(\$315,732)	(\$11,233)	(\$13,250)	\$2,017	15.22%	(\$75,342)	(\$77,349)	\$2,007	2.59%
53-Supplies	(\$246,267)	(\$10,696)	(\$11,735)	\$1,039	8.85%	(\$40,176)	(\$37,439)	(\$2,738)	-7.31%
54-Other Charges	(\$63,481)	(\$1,450)	(\$847)	(\$603)	-71.15%	(\$18,833)	(\$15,930)	(\$2,903)	-18.22%
57-Capital	(\$2,178)	\$0	\$0	\$0	0.00%	(\$545)	(\$1,366)	\$822	60.17%

Operating Statements for the Major and Internal Service Funds

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
59-Transfers Out	(\$200,000)	\$0	\$0	\$0	0.00%	(\$50,000)	\$0	(\$50,000)	0.00%
5-Expenses Total	(\$1,925,487)	(\$95,356)	(\$95,296)	(\$60)	-0.06%	(\$479,334)	(\$414,506)	(\$64,827)	-15.64%
22-Cosley Zoo Total	(\$188,289)	(\$43,915)	(\$23,085)	(\$20,830)	-90.23%	(\$357,001)	(\$251,910)	(\$105,091)	-41.72%
30-Debt Service									
4-Revenues									
41-Taxes	\$4,138,556	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
43-Debt Proceeds	\$0								
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
48-Interest Income	\$1,000	\$0	\$6	(\$6)	-101.00%	\$0	\$24	(\$24)	-100.96%
49-Transfers In	\$100,200	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
4-Revenues Total	\$4,239,756	\$0	\$6	(\$6)	-101.00%	\$0	\$24	(\$24)	-100.96%
5-Expenses									
52-Contractual Services	(\$2,895,114)	(\$356)	(\$475)	\$119	25.00%	(\$356)	(\$475)	\$119	25.00%
54-Other Charges	\$0								
57-Capital	\$0								
59-Transfers Out	(\$1,362,143)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses Total	(\$4,257,257)	(\$356)	(\$475)	\$119	25.00%	(\$356)	(\$475)	\$119	25.00%
30-Debt Service Total	(\$17,501)	(\$356)	(\$469)	\$113	24.03%	(\$356)	(\$451)	\$95	20.96%
40-Capital Projects									
4-Revenues									
41-Taxes	\$0								
42-Charges for Services	\$0								
43-Debt Proceeds	\$0								
44-Rentals	\$42,885	\$32,024	\$32,024	\$0	0.00%	\$32,024	\$32,024	\$0	0.00%
45-Product Sales	\$12,800	\$3,950	\$1,600	\$2,350	146.88%	\$10,216	\$16,800	(\$6,584)	-39.19%
46-Grants & Donations	\$1,364,000	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
47-Misc. Income	\$376	\$84	\$0	\$84	0.00%	\$97	\$278	(\$181)	-65.14%
48-Interest Income	\$6,000	\$511	\$55	\$456	828.60%	\$1,433	\$969	\$464	47.89%
49-Transfers In	\$5,899,643	\$0	\$0	\$0	0.00%	\$1,134,375	\$0	\$1,134,375	0.00%
4-Revenues Total	\$7,325,704	\$36,569	\$33,680	\$2,890	8.58%	\$1,178,145	\$50,071	\$1,128,074	2252.95%
5-Expenses									
51-Salaries & Wages	(\$185,267)	(\$13,682)	(\$12,987)	(\$695)	-5.35%	(\$53,008)	(\$53,149)	\$141	0.27%
52-Contractual Services	(\$296,629)	(\$11,104)	(\$11,133)	\$30	0.27%	(\$21,635)	(\$25,581)	\$3,946	15.43%
53-Supplies	(\$436,704)	(\$1,799)	(\$10,866)	\$9,067	83.45%	(\$6,146)	(\$18,827)	\$12,681	67.35%
54-Other Charges	(\$13,300)	(\$247)	(\$750)	\$503	67.10%	(\$2,248)	(\$1,365)	(\$883)	-64.71%
57-Capital	(\$3,966,213)	(\$82,224)	(\$6,440)	(\$75,784)	-1176.77%	(\$157,797)	(\$39,164)	(\$118,633)	-302.91%
59-Transfers Out	(\$100,200)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses Total	(\$4,998,313)	(\$109,056)	(\$42,177)	(\$66,879)	-158.57%	(\$240,834)	(\$138,086)	(\$102,748)	-74.41%
40-Capital Projects Total	\$2,327,391	(\$72,487)	(\$8,497)	(\$63,989)	-753.08%	\$937,311	(\$88,015)	\$1,025,326	1164.94%
60-Golf Fund									
4-Revenues									
41-Taxes	\$1,325,929	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$2,319,000	\$187,855	\$273,633	(\$85,778)	-31.35%	\$544,222	\$596,087	(\$51,865)	-8.70%
44-Rentals	\$440,050	\$20,150	\$44,017	(\$23,867)	-54.22%	\$25,886	\$53,538	(\$27,653)	-51.65%
45-Product Sales	\$5,727,000	\$339,866	\$257,988	\$81,878	31.74%	\$983,703	\$514,563	\$469,140	91.17%
46-Grants & Donations	\$0	\$2,435	\$0	\$2,435	0.00%	\$2,435	\$0	\$2,435	0.00%
47-Misc. Income	\$43,000	\$5,398	\$3,299	\$2,099	63.64%	\$14,687	\$7,860	\$6,827	86.86%
48-Interest Income	\$4,000	\$76	\$15	\$60	403.00%	\$906	\$922	(\$17)	-1.80%
49-Transfers In	\$0								
4-Revenues Total	\$9,858,979	\$555,780	\$578,952	(\$23,172)	-4.00%	\$1,571,838	\$1,172,970	\$398,868	34.00%
5-Expenses									
51-Salaries & Wages	(\$3,975,866)	(\$237,705)	(\$202,325)	(\$35,380)	-17.49%	(\$880,936)	(\$631,467)	(\$249,469)	-39.51%
52-Contractual Services	(\$3,039,409)	(\$86,264)	(\$46,131)	(\$40,133)	-87.00%	(\$384,677)	(\$277,361)	(\$107,315)	-38.69%
53-Supplies	(\$2,355,341)	(\$193,990)	(\$112,968)	(\$81,022)	-71.72%	(\$414,774)	(\$204,615)	(\$210,158)	-102.71%
54-Other Charges	(\$276,749)	(\$12,923)	(\$7,796)	(\$5,128)	-65.78%	(\$69,595)	(\$31,544)	(\$38,051)	-120.63%
57-Capital	(\$742,357)	(\$94,181)	(\$8,746)	(\$85,434)	-976.84%	(\$117,052)	(\$46,011)	(\$71,041)	-154.40%
59-Transfers Out	(\$50,000)	\$0	\$0	\$0	0.00%	(\$12,500)	\$0	(\$12,500)	0.00%

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
5-Expenses Total	(\$10,439,722)	(\$625,063)	(\$377,966)	(\$247,097)	-65.38%	(\$1,879,534)	(\$1,190,998)	(\$688,536)	-57.81%
60-Golf Fund Total	(\$580,743)	(\$69,282)	\$200,986	(\$270,269)	-134.47%	(\$307,696)	(\$18,028)	(\$289,667)	-1606.76%
70-Information Technology									
4-Revenues									
42-Charges for Services	\$491,243	\$0	\$0	\$0	0.00%	\$122,811	\$129,210	(\$6,399)	-4.95%
43-Debt Proceeds	\$0								
47-Misc. Income	\$33	\$63	\$0	\$63	0.00%	\$63	\$33	\$30	92.21%
48-Interest Income	\$0								
49-Transfers In	\$0								
4-Revenues Total	\$491,276	\$63	\$0	\$63	0.00%	\$122,874	\$129,243	(\$6,369)	-4.93%
5-Expenses									
52-Contractual Services	(\$407,043)	(\$71,614)	(\$42,236)	(\$29,379)	-69.56%	(\$135,096)	(\$112,811)	(\$22,285)	-19.75%
53-Supplies	(\$63,700)	(\$628)	(\$12,050)	\$11,422	94.79%	(\$628)	(\$16,073)	\$15,446	96.10%
57-Capital	(\$20,500)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses Total	(\$491,243)	(\$72,242)	(\$54,285)	(\$17,957)	-33.08%	(\$135,723)	(\$128,884)	(\$6,839)	-5.31%
70-Information Technology Total	\$33	(\$72,179)	(\$54,285)	(\$17,893)	-32.96%	(\$12,849)	\$358	(\$13,208)	-3689.30%
75-Health Insurance									
4-Revenues									
42-Charges for Services	\$1,494,821	\$0	\$0	\$0	0.00%	\$372,150	\$322,575	\$49,575	15.37%
47-Misc. Income	\$120,177	\$9,325	\$8,562	\$764	8.92%	\$37,709	\$34,112	\$3,597	10.54%
48-Interest Income	\$200	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
49-Transfers In	\$0								
4-Revenues Total	\$1,615,199	\$9,325	\$8,562	\$764	8.92%	\$409,859	\$356,687	\$53,172	14.91%
5-Expenses									
52-Contractual Services	(\$1,617,799)	(\$129,174)	(\$110,166)	(\$19,008)	-17.25%	(\$493,227)	(\$441,485)	(\$51,742)	-11.72%
5-Expenses Total	(\$1,617,799)	(\$129,174)	(\$110,166)	(\$19,008)	-17.25%	(\$493,227)	(\$441,485)	(\$51,742)	-11.72%
75-Health Insurance Total	(\$2,600)	(\$119,848)	(\$101,604)	(\$18,245)	-17.96%	(\$83,368)	(\$84,798)	\$1,430	1.69%
Grand Total	(\$877,044)	(\$708,165)	(\$322,761)	(\$385,403)	-119.41%	(\$2,328,406)	(\$2,080,091)	(\$248,315)	-11.94%

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
000-Administration									
4-Revenues									
41-Taxes	\$2,432,614	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$339,835	\$18,619	\$3,000	\$15,619	520.62%	\$114,453	\$47,500	\$66,953	140.95%
43-Debt Proceeds	\$0								
44-Rentals	\$50,000	\$0	\$0	\$0	0.00%	\$50,000	\$50,000	\$0	0.00%
45-Product Sales	\$88,250	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
46-Grants & Donations	\$2,000	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
47-Misc. Income	\$1,250	\$917	\$100	\$817	816.64%	\$979	\$698	\$281	40.25%
48-Interest Income	\$5,000	\$1,065	\$21	\$1,045	4975.10%	\$3,907	\$849	\$3,058	360.15%
49-Transfers In	\$0								
4-Revenues Total	\$2,918,949	\$20,601	\$3,121	\$17,480	560.07%	\$169,338	\$99,047	\$70,291	70.97%
5-Expenses									
51-Salaries & Wages	(\$762,597)	(\$54,918)	(\$47,932)	(\$6,986)	-14.58%	(\$214,984)	(\$197,382)	(\$17,602)	-8.92%
52-Contractual Services	(\$648,545)	(\$22,034)	(\$13,860)	(\$8,173)	-58.97%	(\$97,916)	(\$85,303)	(\$12,613)	-14.79%
53-Supplies	(\$142,861)	(\$11,734)	(\$2,285)	(\$9,449)	-413.53%	(\$26,544)	(\$10,488)	(\$16,056)	-153.09%
54-Other Charges	(\$184,537)	(\$5,605)	(\$2,062)	(\$3,543)	-171.83%	(\$24,157)	(\$17,712)	(\$6,444)	-36.38%
57-Capital	(\$3,203)	\$0	\$0	\$0	0.00%	(\$801)	(\$2,277)	\$1,477	64.85%
59-Transfers Out	(\$2,012,500)	\$0	\$0	\$0	0.00%	(\$503,125)	\$0	(\$503,125)	0.00%
5-Expenses Total	(\$3,754,243)	(\$94,291)	(\$66,139)	(\$28,152)	-42.57%	(\$867,527)	(\$313,163)	(\$554,364)	-177.02%
000-Administration Total	(\$835,294)	(\$73,691)	(\$63,018)	(\$10,672)	-16.94%	(\$698,189)	(\$214,116)	(\$484,072)	-226.08%
101-Parks Maintenance									
4-Revenues									
41-Taxes	\$2,432,614	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$5,000	\$0	\$658	(\$658)	-99.99%	\$0	\$658	(\$658)	-99.99%
46-Grants & Donations	\$0	\$11,174	\$0	\$11,174	0.00%	\$11,174	\$0	\$11,174	0.00%
47-Misc. Income	\$5,000	\$0	\$1,175	(\$1,175)	-100.00%	\$1,058	\$2,111	(\$1,053)	-49.86%
49-Transfers In	\$0								
4-Revenues Total	\$2,442,614	\$11,174	\$1,833	\$9,341	509.60%	\$12,232	\$2,769	\$9,463	341.76%
5-Expenses									
51-Salaries & Wages	(\$1,738,513)	(\$104,615)	(\$103,284)	(\$1,331)	-1.29%	(\$398,544)	(\$396,617)	(\$1,926)	-0.49%
52-Contractual Services	(\$658,739)	(\$13,734)	(\$6,775)	(\$6,959)	-102.71%	(\$140,985)	(\$111,872)	(\$29,113)	-26.02%
53-Supplies	(\$367,709)	(\$27,761)	(\$16,465)	(\$11,296)	-68.61%	(\$61,431)	(\$48,828)	(\$12,604)	-25.81%
54-Other Charges	(\$15,050)	(\$537)	(\$45)	(\$492)	-1092.38%	(\$3,489)	(\$2,500)	(\$989)	-39.54%
57-Capital	(\$213,922)	\$0	\$0	\$0	0.00%	(\$16,348)	(\$1,366)	(\$14,982)	-1096.75%
59-Transfers Out	\$0								
5-Expenses Total	(\$2,993,933)	(\$146,646)	(\$126,569)	(\$20,078)	-15.86%	(\$620,797)	(\$561,184)	(\$59,613)	-10.62%
101-Parks Maintenance Total	(\$551,319)	(\$135,472)	(\$124,736)	(\$10,737)	-8.61%	(\$608,565)	(\$558,415)	(\$50,150)	-8.98%
430-Historical Museum									
4-Revenues									
42-Charges for Services	\$42,400	\$144	\$5,240	(\$5,096)	-97.25%	\$7,868	\$5,974	\$1,894	31.71%
44-Rentals	\$9,250	\$1,459	\$225	\$1,234	548.44%	\$3,159	\$450	\$2,709	602.00%
45-Product Sales	\$1,150	\$121	\$15	\$107	710.67%	\$382	\$109	\$273	250.19%
46-Grants & Donations	\$163,250	\$398	\$200	\$198	99.06%	\$76,795	\$54,869	\$21,926	39.96%
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
4-Revenues Total	\$216,050	\$2,122	\$5,680	(\$3,557)	-62.63%	\$88,204	\$61,402	\$26,802	43.65%
5-Expenses									
51-Salaries & Wages	(\$118,813)	(\$8,272)	(\$7,277)	(\$995)	-13.68%	(\$33,801)	(\$29,699)	(\$4,101)	-13.81%
52-Contractual Services	(\$83,732)	(\$533)	(\$520)	(\$13)	-2.55%	(\$15,864)	(\$12,084)	(\$3,780)	-31.28%
53-Supplies	(\$14,414)	(\$296)	(\$208)	(\$87)	-42.04%	(\$5,133)	(\$1,232)	(\$3,901)	-316.63%
54-Other Charges	(\$7,095)	(\$268)	\$0	(\$268)	0.00%	(\$748)	(\$515)	(\$233)	-45.31%
57-Capital	(\$769)	\$0	\$0	\$0	0.00%	(\$192)	(\$455)	\$263	57.87%
5-Expenses Total	(\$224,822)	(\$9,370)	(\$8,005)	(\$1,364)	-17.05%	(\$55,739)	(\$43,987)	(\$11,752)	-26.72%
430-Historical Museum Total	(\$8,772)	(\$7,247)	(\$2,325)	(\$4,922)	-211.69%	\$32,466	\$17,415	\$15,051	86.42%
10-General Total	(\$1,395,386)	(\$216,410)	(\$190,080)	(\$26,330)	-13.85%	(\$1,274,288)	(\$755,116)	(\$519,172)	-68.75%
20-Recreation									
000-Administration									
4-Revenues									
41-Taxes	\$4,814,336	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$126,140	\$500	\$0	\$500	0.00%	\$28,500	\$23,850	\$4,650	19.50%
44-Rentals	\$46,680	\$0	\$35	(\$35)	-100.00%	\$1,781	\$1,756	\$25	1.42%

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
45-Product Sales	\$50,838	(\$6)	\$0	(\$6)	0.00%	\$131	\$0	\$131	0.00%
46-Grants & Donations	\$16,300	\$5,377	\$1	\$5,376	537623.00%	\$5,387	\$108	\$5,279	4888.18%
47-Misc. Income	\$3,641	\$1,295	\$400	\$894	223.57%	\$1,801	\$1,150	\$650	56.54%
48-Interest Income	\$6,000	\$2,042	\$47	\$1,996	4246.77%	\$4,637	\$409	\$4,228	1033.82%
49-Transfers In	\$0								
4-Revenues Total	\$5,063,934	\$9,208	\$483	\$8,725	1806.43%	\$42,237	\$27,273	\$14,964	54.87%
5-Expenses									
51-Salaries & Wages	(\$1,316,389)	(\$91,972)	(\$87,905)	(\$4,067)	-4.63%	(\$377,399)	(\$348,978)	(\$28,422)	-8.14%
52-Contractual Services	(\$753,896)	(\$31,912)	(\$19,599)	(\$12,313)	-62.82%	(\$170,735)	(\$128,670)	(\$42,065)	-32.69%
53-Supplies	(\$179,896)	(\$16,881)	(\$299)	(\$16,582)	-5545.88%	(\$22,707)	(\$5,732)	(\$16,976)	-296.15%
54-Other Charges	(\$134,287)	(\$7,173)	(\$3,702)	(\$3,470)	-93.74%	(\$23,602)	(\$15,923)	(\$7,678)	-48.22%
57-Capital	(\$3,716)	\$0	\$0	\$0	0.00%	(\$929)	(\$2,186)	\$1,257	57.52%
59-Transfers Out	(\$2,275,000)	\$0	\$0	\$0	0.00%	(\$568,750)	\$0	(\$568,750)	0.00%
5-Expenses Total	(\$4,663,182)	(\$147,938)	(\$111,505)	(\$36,433)	-32.67%	(\$1,164,123)	(\$501,489)	(\$662,634)	-132.13%
000-Administration Total	\$400,752	(\$138,730)	(\$111,022)	(\$27,708)	-24.96%	(\$1,121,886)	(\$474,217)	(\$647,669)	-136.58%
101-Parks Maintenance									
4-Revenues									
42-Charges for Services	\$0								
44-Rentals	\$12,261	\$695	\$585	\$110	18.80%	\$1,975	\$726	\$1,249	172.05%
45-Product Sales	\$0								
47-Misc. Income	\$0								
4-Revenues Total	\$12,261	\$695	\$585	\$110	18.80%	\$1,975	\$726	\$1,249	172.05%
5-Expenses									
51-Salaries & Wages	(\$852,470)	(\$54,844)	(\$48,844)	(\$6,000)	-12.28%	(\$242,499)	(\$224,425)	(\$18,074)	-8.05%
52-Contractual Services	(\$358,217)	(\$16,135)	(\$10,368)	(\$5,767)	-55.62%	(\$62,651)	(\$51,378)	(\$11,273)	-21.94%
53-Supplies	(\$273,926)	(\$17,845)	(\$17,791)	(\$54)	-0.30%	(\$55,967)	(\$29,855)	(\$26,113)	-87.47%
57-Capital	(\$14,128)	\$0	\$0	\$0	0.00%	(\$15,792)	(\$91)	(\$15,701)	-17253.77%
5-Expenses Total	(\$1,498,742)	(\$88,824)	(\$77,003)	(\$11,821)	-15.35%	(\$376,909)	(\$305,749)	(\$71,160)	-23.27%
101-Parks Maintenance Total	(\$1,486,481)	(\$88,129)	(\$76,418)	(\$11,711)	-15.33%	(\$374,934)	(\$305,023)	(\$69,911)	-22.92%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	\$3,031,344	\$214,949	\$144,637	\$70,312	48.61%	\$760,151	\$417,978	\$342,173	81.86%
44-Rentals	\$85,000	\$10,426	\$7,843	\$2,583	32.93%	\$31,929	\$16,780	\$15,150	90.28%
45-Product Sales	\$10,800	\$3,903	\$2,897	\$1,006	34.73%	\$7,819	\$3,873	\$3,946	101.89%
46-Grants & Donations	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
47-Misc. Income	\$0								
4-Revenues Total	\$3,127,144	\$229,278	\$155,377	\$73,901	47.56%	\$799,900	\$438,630	\$361,269	82.36%
5-Expenses									
51-Salaries & Wages	(\$1,178,451)	(\$66,780)	(\$47,210)	(\$19,570)	-41.45%	(\$244,393)	(\$177,094)	(\$67,299)	-38.00%
52-Contractual Services	(\$1,131,761)	(\$52,710)	(\$52,094)	(\$616)	-1.18%	(\$221,515)	(\$163,481)	(\$58,034)	-35.50%
53-Supplies	(\$156,175)	(\$5,173)	(\$4,813)	(\$359)	-7.47%	(\$31,321)	(\$10,279)	(\$21,043)	-204.71%
54-Other Charges	(\$1,400)	\$0	\$0	\$0	0.00%	(\$56)	\$0	(\$56)	0.00%
57-Capital	(\$641)	\$0	\$0	\$0	0.00%	(\$160)	(\$911)	\$751	82.42%

Major Operating Funds by Department

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	\$777,000	\$63,651	\$0	\$63,651	0.00%	\$149,398	\$3,500	\$145,898	4168.51%
44-Rentals	\$20,100	\$1,588	\$0	\$1,588	0.00%	\$1,588	\$0	\$1,588	0.00%
45-Product Sales	\$92,000	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
46-Grants & Donations	\$0								
47-Misc. Income	\$16,500	\$0	\$855	(\$855)	-100.00%	\$0	\$855	(\$855)	-100.00%
4-Revenues Total	\$905,600	\$65,238	\$855	\$64,383	7530.23%	\$150,985	\$4,355	\$146,630	3366.94%
5-Expenses									
51-Salaries & Wages	(\$589,901)	(\$7,614)	(\$6,693)	(\$921)	-13.76%	(\$28,913)	(\$27,453)	(\$1,460)	-5.32%
52-Contractual Services	(\$297,496)	(\$4,654)	(\$6,237)	\$1,584	25.39%	(\$30,198)	(\$30,604)	\$406	1.33%
53-Supplies	(\$79,936)	(\$8,608)	(\$3,848)	(\$4,759)	-123.69%	(\$14,023)	(\$4,427)	(\$9,595)	-216.75%
54-Other Charges	(\$22,000)	(\$1,672)	(\$271)	(\$1,401)	-516.99%	(\$2,271)	(\$635)	(\$1,635)	-257.51%
57-Capital	(\$769)	\$0	\$0	\$0	0.00%	(\$192)	(\$547)	\$354	64.79%
59-Transfers Out	\$0								
5-Expenses Total	(\$990,102)	(\$22,547)	(\$17,049)	(\$5,498)	-32.25%	(\$75,596)	(\$63,666)	(\$11,930)	-18.74%
222-Pools Total	(\$84,502)	\$42,691	(\$16,194)	\$58,886	363.63%	\$75,389	(\$59,311)	\$134,700	227.11%
224-Recreation Facilities									
4-Revenues									
42-Charges for Services	\$1,900	\$43	\$38	\$5	11.89%	\$139	\$118	\$21	17.73%
44-Rentals	\$67,425	\$5,052	\$670	\$4,383	654.11%	\$13,782	\$1,465	\$12,317	840.78%
45-Product Sales	\$1,000	\$185	\$147	\$38	25.66%	\$540	(\$120)	\$660	549.77%
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
4-Revenues Total	\$70,325	\$5,280	\$855	\$4,425	517.52%	\$14,461	\$1,462	\$12,998	889.06%
5-Expenses									
51-Salaries & Wages	(\$188,905)	(\$13,487)	(\$10,632)	(\$2,855)	-26.85%	(\$54,522)	(\$41,821)	(\$12,701)	-30.37%
52-Contractual Services	(\$354,079)	(\$14,150)	(\$17,800)	\$3,650	20.51%	(\$78,628)	(\$77,890)	(\$738)	-0.95%
53-Supplies	(\$33,727)	(\$569)	(\$479)	(\$90)	-18.86%	(\$6,219)	(\$2,485)	(\$3,734)	-150.26%
54-Other Charges	(\$8,189)	(\$33)	(\$22)	(\$10)	-47.09%	(\$455)	(\$351)	(\$104)	-29.62%
57-Capital	(\$1,281)	\$0	\$0	\$0	0.00%	(\$320)	(\$911)	\$591	64.84%
59-Transfers Out	\$0								
5-Expenses Total	(\$586,182)	(\$28,240)	(\$28,934)	\$694	2.40%	(\$140,145)	(\$123,458)	(\$16,687)	-13.52%
224-Recreation Facilities Total	(\$515,857)	(\$22,960)	(\$28,079)	\$5,119	18.23%	(\$125,684)	(\$121,996)	(\$3,689)	-3.02%
350-Special Facilities									
4-Revenues									
42-Charges for Services	\$555,000	\$29,698	\$24,067	\$5,631	23.40%	\$116,551	\$80,458	\$36,093	44.86%
44-Rentals	\$2,250	\$43	\$378	(\$335)	-88.66%	\$187	\$444	(\$257)	-57.94%
45-Product Sales	\$1,700	\$100	\$139	(\$39)	-27.72%	\$139	\$199	(\$60)	-30.16%
46-Grants & Donations	\$0								
47-Misc. Income	\$500								
4-Revenues Total	\$559,450	\$29,841	\$24,583	\$5,258	21.39%	\$116,876	\$81,101	\$35,775	44.11%
5-Expenses									
51-Salaries & Wages	(\$448,424)	(\$38,259)	(\$21,997)	(\$16,262)	-73.93%	(\$117,558)	(\$98,533)	(\$19,025)	-19.31%
52-Contractual Services	(\$71,590)	(\$3,210)	(\$1,222)	(\$1,989)	-162.73%	(\$14,515)	(\$19,459)	\$4,944	25.41%
53-Supplies	(\$72,957)	(\$814)	(\$3,840)	\$3,025	78.78%	(\$4,273)	(\$7,750)	\$3,477	44.87%
54-Other Charges	(\$11,250)	(\$258)	(\$220)	(\$38)	-17.32%	(\$412)	(\$274)	(\$138)	-50.32%
57-Capital	(\$769)	\$0	\$0	\$0	0.00%	(\$192)	(\$911)	\$719	78.90%
59-Transfers Out	\$0								
5-Expenses Total	(\$604,990)	(\$42,541)	(\$27,277)	(\$15,263)	-55.96%	(\$136,950)	(\$126,926)	(\$10,023)	-7.90%
350-Special Facilities Total	(\$45,540)	(\$12,700)	(\$2,695)	(\$10,006)	-371.27%	(\$20,073)	(\$45,825)	\$25,752	56.20%
20-Recreation Total	(\$1,019,950)	(\$113,687)	(\$145,727)	\$32,041	21.99%	(\$1,230,158)	(\$882,131)	(\$348,027)	-39.45%
22-Cosley Zoo									
000-Administration									
4-Revenues									
41-Taxes	\$1,015,271	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$0								
44-Rentals	\$0								
45-Product Sales	\$0								
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
48-Interest Income	\$1,000	\$234	\$14	\$220	1574.36%	\$633	\$127	\$507	399.13%
49-Transfers In	\$0								
4-Revenues Total	\$1,016,271	\$234	\$14	\$220	1574.36%	\$633	\$127	\$507	399.13%

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Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
5-Expenses									
51-Salaries & Wages	(\$71,062)	(\$5,176)	(\$5,253)	\$77	1.47%	(\$21,350)	(\$21,740)	\$390	1.79%
52-Contractual Services	(\$13,592)	(\$383)	(\$243)	(\$140)	-57.58%	(\$3,643)	(\$2,574)	(\$1,069)	-41.55%
53-Supplies	\$0								
54-Other Charges	(\$100)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
57-Capital	\$0								
59-Transfers Out	(\$100,000)	\$0	\$0	\$0	0.00%	(\$25,000)	\$0	(\$25,000)	0.00%
5-Expenses Total	(\$184,753)	(\$5,559)	(\$5,496)	(\$63)	-1.14%	(\$49,993)	(\$24,313)	(\$25,680)	-105.62%
000-Administration Total	\$831,518	(\$5,325)	(\$5,482)	\$158	2.88%	(\$49,360)	(\$24,187)	(\$25,173)	-104.08%
101-Parks Maintenance									
4-Revenues									
47-Misc. Income	\$0								
4-Revenues Total	\$0								
5-Expenses									
51-Salaries & Wages	(\$53,767)	(\$3,998)	(\$3,856)	(\$142)	-3.68%	(\$16,692)	(\$16,225)	(\$467)	-2.88%
52-Contractual Services	(\$6,039)	\$0	\$0	\$0	0.00%	(\$1,510)	(\$1,457)	(\$53)	-3.63%
53-Supplies	\$0								
57-Capital	\$0								
5-Expenses Total	(\$59,806)	(\$3,998)	(\$3,856)	(\$142)	-3.68%	(\$18,202)	(\$17,682)	(\$520)	-2.94%
101-Parks Maintenance Total	(\$59,806)	(\$3,998)	(\$3,856)	(\$142)	-3.68%	(\$18,202)	(\$17,682)	(\$520)	-2.94%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	\$177,298	\$11,210	\$4,279	\$6,931	161.97%	\$20,610	\$11,414	\$9,195	80.56%
45-Product Sales	\$900	\$135	\$0	\$135	0.00%	\$495	\$0	\$495	0.00%
46-Grants & Donations	\$730	\$0	\$0	\$0	0.00%	\$195	\$0	\$195	0.00%
4-Revenues Total	\$178,928	\$11,345	\$4,279	\$7,066	165.13%	\$21,300	\$11,414	\$9,885	86.61%
5-Expenses									
51-Salaries & Wages	\$0								
52-Contractual Services	(\$2,000)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
53-Supplies	(\$15,649)	(\$265)	(\$2)	(\$262)	-13119.50%	(\$1,339)	(\$206)	(\$1,133)	-549.93%
57-Capital	\$0								
5-Expenses Total	(\$17,649)	(\$265)	(\$2)	(\$262)	-13119.50%	(\$1,339)	(\$206)	(\$1,133)	-549.93%
220-Recreation Programs Total	\$161,279	\$11,080	\$4,277	\$6,803	159.07%	\$19,961	\$11,209	\$8,752	78.08%
350-Special Facilities									
5-Expenses									
51-Salaries & Wages	(\$69,603)	(\$5,190)	(\$4,818)	(\$372)	-7.72%	(\$21,569)	(\$19,808)	(\$1,761)	-8.89%
52-Contractual Services	(\$10,089)	\$0	\$0	\$0	0.00%	(\$2,522)	(\$2,900)	\$378	13.02%
53-Supplies	\$0								
54-Other Charges	(\$12,000)	\$0	(\$233)	\$233	100.14%	(\$671)	(\$1,096)	\$426	38.85%
57-Capital	\$0								
5-Expenses Total	(\$91,692)	(\$5,190)	(\$5,051)	(\$139)	-2.74%	(\$24,762)	(\$23,804)	(\$957)	-4.02%
350-Special Facilities Total	(\$91,692)	(\$5,190)	(\$5,051)	(\$139)	-2.74%	(\$24,762)	(\$23,804)	(\$957)	-4.02%
501-Cosley Zoo Operations									
4-Revenues									
42-Charges for Services	\$375,000	\$25,731	\$51,255	(\$25,524)	-49.80%	\$55,958	\$107,834	(\$51,876)	-48.11%
44-Rentals	\$55,500	\$7,199	\$2,272	\$4,927	216.87%	\$18,490	\$3,778	\$14,712	389.41%
45-Product Sales	\$0								
46-Grants & Donations	\$111,500	\$6,541	\$14,392	(\$7,851)	-54.55%	\$25,539	\$39,166	(\$13,626)	-34.79%
47-Misc. Income	\$0	\$392	\$0	\$392	0.00%	\$412	\$279	\$134	47.90%
4-Revenues Total	\$542,000	\$39,862	\$67,919	(\$28,056)	-41.31%	\$100,399	\$151,056	(\$50,656)	-33.53%
5-Expenses									
51-Salaries & Wages	(\$903,398)	(\$57,614)	(\$55,537)	(\$2,077)	-3.74%	(\$234,827)	(\$224,650)	(\$10,177)	-4.53%
52-Contractual Services	(\$284,012)	(\$10,850)	(\$13,007)	\$2,157	16.58%	(\$67,666)	(\$70,418)	\$2,752	3.91%
53-Supplies	(\$230,618)	(\$10,431)	(\$11,732)	\$1,301	11.09%	(\$38,838)	(\$37,233)	(\$1,605)	-4.31%
54-Other Charges	(\$51,381)	(\$1,450)	(\$614)	(\$836)	-136.14%	(\$18,162)	(\$14,833)	(\$3,329)	-22.44%
57-Capital	(\$2,178)	\$0	\$0	\$0	0.00%	(\$545)	(\$1,366)	\$822	60.17%
59-Transfers Out	(\$100,000)	\$0	\$0	\$0	0.00%	(\$25,000)	\$0	(\$25,000)	0.00%
5-Expenses Total	(\$1,571,587)	(\$80,344)	(\$80,890)	\$546	0.67%	(\$385,038)	(\$348,501)	(\$36,537)	-10.48%
501-Cosley Zoo Operations Total	(\$1,029,587)	(\$40,482)	(\$12,972)	(\$27,511)	-212.08%	(\$284,639)	(\$197,445)	(\$87,194)	-44.16%
22-Cosley Zoo Total	(\$188,289)	(\$43,915)	(\$23,085)	(\$20,830)	-90.23%	(\$357,001)	(\$251,910)	(\$105,091)	-41.72%
60-Golf Fund									
000-Administration									

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
41-Taxes	\$1,325,929	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
42-Charges for Services	\$0	\$0	\$200	(\$200)	-100.00%	\$0	\$700	(\$700)	-100.00%
46-Grants & Donations	\$0	\$2,435	\$0	\$2,435	0.00%	\$2,435	\$0	\$2,435	0.00%
47-Misc. Income	\$4,000	\$716	\$66	\$650	985.05%	\$7,127	\$4,495	\$2,631	58.53%
48-Interest Income	\$4,000	\$76	\$15	\$60	403.00%	\$906	\$922	(\$17)	-1.80%
49-Transfers In	\$0								
4-Revenues Total	\$1,333,929	\$3,227	\$281	\$2,946	1048.42%	\$10,468	\$6,118	\$4,350	71.10%
5-Expenses									
51-Salaries & Wages	(\$510,040)	(\$32,357)	(\$33,906)	\$1,550	4.57%	(\$130,233)	(\$135,644)	\$5,411	3.99%
52-Contractual Services	(\$1,854,217)	(\$35,742)	(\$14,668)	(\$21,073)	-143.67%	(\$133,177)	(\$103,624)	(\$29,553)	-28.52%
53-Supplies	(\$120,838)	(\$7,138)	(\$9,016)	\$1,878	20.83%	(\$18,356)	(\$16,818)	(\$1,538)	-9.14%
54-Other Charges	(\$142,249)	(\$7,253)	(\$4,004)	(\$3,249)	-81.15%	(\$35,789)	(\$15,704)	(\$20,085)	-127.90%
57-Capital	(\$769)	\$0	\$0	\$0	0.00%	(\$192)	(\$273)	\$81	29.71%
59-Transfers Out	(\$50,000)	\$0	\$0	\$0	0.00%	(\$12,500)	\$0	(\$12,500)	0.00%
5-Expenses Total	(\$2,678,112)	(\$82,490)	(\$61,595)	(\$20,895)	-33.92%	(\$330,248)	(\$272,063)	(\$58,185)	-21.39%
000-Administration Total	(\$1,344,183)	(\$79,262)	(\$61,314)	(\$17,949)	-29.27%	(\$319,780)	(\$265,945)	(\$53,835)	-20.24%
101-Parks Maintenance									
5-Expenses									
51-Salaries & Wages	(\$18,633)	(\$1,424)	(\$1,393)	(\$31)	-2.23%	(\$5,783)	(\$5,680)	(\$103)	-1.82%
52-Contractual Services	(\$5,316)	(\$108)	(\$105)	(\$3)	-2.78%	(\$1,412)	(\$1,311)	(\$100)	-7.66%
53-Supplies	(\$7,000)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
54-Other Charges	\$0								
57-Capital	\$0								
5-Expenses Total	(\$30,949)	(\$1,532)	(\$1,498)	(\$34)	-2.27%	(\$7,195)	(\$6,992)	(\$204)	-2.91%
350-Special Facilities Total	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
601-Golf Maintenance									
4-Revenues									
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$51	\$0	\$51	0.00%
4-Revenues Total	\$0	\$0	\$0	\$0	0.00%	\$51	\$0	\$51	0.00%
5-Expenses									
51-Salaries & Wages	(\$589,869)	(\$39,514)	(\$40,565)	\$1,051	2.59%	(\$131,300)	(\$132,509)	\$1,209	0.91%
52-Contractual Services	(\$148,769)	(\$7,293)	(\$3,146)	(\$4,146)	-131.80%	(\$38,089)	(\$34,627)	(\$3,462)	-10.00%
53-Supplies	(\$340,141)	(\$58,878)	(\$9,391)	(\$49,487)	-526.97%	(\$77,904)	(\$35,298)	(\$42,606)	-120.70%
54-Other Charges	(\$17,000)	\$0	\$0	\$0	0.00%	(\$10,773)	\$0	(\$10,773)	0.00%
57-Capital	(\$165,673)	\$0	(\$8,746)	\$8,746	100.00%	(\$128)	(\$43,552)	\$43,423	99.70%
5-Expenses Total	(\$1,261,450)	(\$105,685)	(\$61,849)	(\$43,836)	-70.88%	(\$258,194)	(\$245,985)	(\$12,208)	-4.96%
601-Golf Maintenance Total	(\$1,261,450)	(\$105,685)	(\$61,849)	(\$43,836)	-70.88%	(\$258,143)	(\$245,985)	(\$12,158)	-4.94%
611-Pro Shop/Golf Fees									
4-Revenues									
42-Charges for Services	\$1,980,500	\$166,603	\$264,380	(\$97,776)	-36.98%	\$454,335	\$542,073	(\$87,737)	-16.19%
44-Rentals	\$439,750	\$20,150	\$43,887	(\$23,737)	-54.09%	\$25,428	\$53,408	(\$27,980)	-52.39%
45-Product Sales	\$142,000	\$8,846	\$14,656	(\$5,810)	-39.64%	\$12,609	\$19,841	(\$7,233)	-36.45%
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$3	\$6	(\$3)	-53.50%	\$7	\$7	(\$0)	-7.00%
4-Revenues Total	\$2,562,250	\$195,603	\$322,929	(\$127,326)	-39.43%	\$492,379	\$615,330	(\$122,951)	-19.98%
5-Expenses									
51-Salaries & Wages	(\$450,240)	(\$28,163)	(\$31,820)	\$3,658	11.50%	(\$89,936)	(\$83,481)	(\$6,454)	-7.73%
52-Contractual Services	(\$201,502)	(\$10,170)	(\$11,450)	\$1,279	11.17%	(\$48,196)	(\$46,883)	(\$1,313)	-2.80%
53-Supplies	(\$159,533)	(\$22,033)	(\$13,510)	(\$8,524)	-63.09%	(\$36,838)	(\$2,775)	(\$34,063)	-1227.48%
54-Other Charges	(\$30,000)	(\$639)	(\$120)	(\$519)	-432.29%	(\$770)	(\$2,248)	\$1,478	65.74%
57-Capital	(\$552,241)	(\$94,181)	\$0	(\$94,181)	0.00%	(\$115,963)	(\$638)	(\$115,325)	-18076.07%
5-Expenses Total	(\$1,393,515)	(\$155,186)	(\$56,900)	(\$98,286)	-172.73%	(\$291,702)	(\$136,025)	(\$155,677)	-114.45%
611-Pro Shop/Golf Fees Total	\$1,168,735	\$40,417	\$266,029	(\$225,612)	-84.81%	\$200,677	\$479,305	(\$278,628)	-58.13%
612-Food and Beverage									
4-Revenues									
42-Charges for Services	\$323,500	\$21,251	\$9,053	\$12,198	134.74%	\$69,556	\$13,759	\$55,797	405.53%
44-Rentals	\$300	\$0	\$130	(\$130)	-100.00%	\$457	\$130	\$327	251.82%
45-Product Sales	\$5,585,000	\$331,020	\$243,332	\$87,688	36.04%	\$971,094	\$494,722	\$476,372	96.29%
46-Grants & Donations	\$0								
47-Misc. Income	\$39,000	\$4,679	\$3,227	\$1,452	45.01%	\$7,503	\$3,357	\$4,146	123.49%

Row Labels	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues Total	\$5,947,800	\$356,950	\$255,742	\$101,209	39.57%	\$1,048,610	\$511,968	\$536,642	104.82%
5-Expenses									
51-Salaries & Wages	(\$2,402,085)	(\$136,248)	(\$94,640)	(\$41,608)	-43.96%	(\$522,088)	(\$272,797)	(\$249,291)	-91.38%
52-Contractual Services	(\$828,924)	(\$32,908)	(\$16,742)	(\$16,166)	-96.56%	(\$163,389)	(\$90,737)	(\$72,653)	-80.07%
53-Supplies	(\$1,722,829)	(\$105,940)	(\$81,052)	(\$24,889)	-30.71%	(\$281,676)	(\$149,724)	(\$131,952)	-88.13%
54-Other Charges	(\$87,500)	(\$5,031)	(\$3,671)	(\$1,360)	-37.05%	(\$22,264)	(\$13,592)	(\$8,671)	-63.80%
57-Capital	(\$23,675)	\$0	\$0	\$0	0.00%	(\$769)	(\$1,549)	\$780	50.35%
59-Transfers Out	\$0								
5-Expenses Total	(\$5,065,013)	(\$280,128)	(\$196,105)	(\$84,023)	-42.85%	(\$990,186)	(\$528,398)	(\$461,787)	-87.39%
612-Food and Beverage Total	\$882,787	\$76,822	\$59,636	\$17,186	28.82%	\$58,424	(\$16,431)	\$74,855	455.57%
613-Cross Country Skiing									
4-Revenues									
42-Charges for Services	\$15,000	\$0	\$0	\$0	0.00%	\$20,331	\$39,555	(\$19,224)	-48.60%
45-Product Sales	\$0								
4-Revenues Total	\$15,000	\$0	\$0	\$0	0.00%	\$20,331	\$39,555	(\$19,224)	-48.60%
5-Expenses									
51-Salaries & Wages	(\$5,000)	\$0	\$0	\$0	0.00%	(\$1,596)	(\$1,356)	(\$240)	-17.72%
52-Contractual Services	(\$683)	(\$43)	(\$19)	(\$24)	-124.21%	(\$414)	(\$180)	(\$234)	-129.96%
53-Supplies	(\$5,000)								
57-Capital	\$0								
5-Expenses Total	(\$10,683)	(\$43)	(\$19)	(\$24)	-124.21%	(\$2,010)	(\$1,536)	(\$474)	-30.87%
613-Cross Country Skiing Total	\$4,318	(\$43)	(\$19)	(\$24)	-124.21%	\$18,321	\$38,019	(\$19,698)	-51.81%
60-Golf Fund Total	(\$580,743)	(\$69,282)	\$200,986	(\$270,269)	-134.47%	(\$307,696)	(\$18,028)	(\$289,667)	-1606.76%
Grand Total	(\$3,184,368)	(\$443,294)	(\$157,905)	(\$285,389)	-180.73%	(\$3,169,143)	(\$1,907,186)	(\$1,261,958)	-66.17%

PPF	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	\$533,000	\$28,906	\$21,833	\$7,073	32.40%	\$115,759	\$77,327	\$38,432	49.70%
44-Rentals	\$750	\$43	\$13	\$30	229.69%	\$187	\$51	\$136	266.20%
45-Product Sales	\$500	(\$1)	\$0	(\$1)	0.00%	\$37	\$0	\$37	0.00%
47-Misc. Income	\$500								
4-Revenues Total	\$534,750	\$28,947	\$21,846	\$7,101	32.51%	\$115,983	\$77,378	\$38,605	49.89%
5-Expenses									
51-Salaries & Wages	(\$399,785)	(\$35,587)	(\$17,653)	(\$17,934)	-101.59%	(\$113,499)	(\$77,574)	(\$35,925)	-46.31%
52-Contractual Services	(\$58,141)	(\$2,863)	(\$451)	(\$2,412)	-534.76%	(\$11,727)	(\$12,792)	\$1,065	8.33%
53-Supplies	(\$70,488)	(\$232)	(\$2,802)	\$2,570	91.72%	(\$3,603)	(\$6,423)	\$2,820	43.90%
54-Other Charges	(\$6,500)	\$0	(\$97)	\$97	100.40%	(\$154)	(\$151)	(\$2)	-1.57%
57-Capital	(\$641)	\$0	\$0	\$0	0.00%	(\$160)	(\$638)	\$478	74.84%
5-Expenses Total	(\$535,555)	(\$38,682)	(\$21,004)	(\$17,678)	-84.17%	(\$129,143)	(\$97,578)	(\$31,565)	-32.35%
Grand Total	(\$805)	(\$9,735)	\$842	(\$10,577)	-1256.16%	(\$13,160)	(\$20,200)	\$7,040	34.85%

CAC	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	\$63,250	\$5,646	\$4,788	\$858	17.92%	\$20,075	\$18,818	\$1,257	6.68%
44-Rentals	\$85,000	\$10,276	\$7,843	\$2,433	31.01%	\$31,779	\$16,780	\$15,000	89.39%
45-Product Sales	\$400	\$51	\$0	\$51	0.00%	\$240	\$0	\$240	0.00%
4-Revenues Total	\$148,650	\$15,972	\$12,631	\$3,341	26.45%	\$52,094	\$35,597	\$16,497	46.34%
5-Expenses									
51-Salaries & Wages	(\$81,376)	(\$3,221)	\$0	(\$3,221)	0.00%	(\$19,534)	\$0	(\$19,534)	0.00%
52-Contractual Services	(\$176,561)	(\$10,865)	(\$5,807)	(\$5,058)	-87.10%	(\$45,257)	(\$32,869)	(\$12,388)	-37.69%
53-Supplies	(\$40,858)	(\$10,086)	(\$3,328)	(\$6,758)	-203.07%	(\$15,040)	(\$7,844)	(\$7,196)	-91.74%
54-Other Charges	(\$1,000)	\$0	\$0	\$0	0.00%	(\$56)	\$0	(\$56)	0.00%
57-Capital	\$0								
5-Expenses Total	(\$299,795)	(\$24,172)	(\$9,134)	(\$15,037)	-164.63%	(\$79,887)	(\$40,713)	(\$39,174)	-96.22%
Grand Total	(\$151,145)	(\$8,200)	\$3,496	(\$11,696)	-334.56%	(\$27,793)	(\$5,115)	(\$22,678)	-443.35%

Special Events	Full Year Budget	Sum of CY Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
1900-Special Events-Miscellaneous									
4-Revenues	\$5,000	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses	(\$19,500)	(\$152)	(\$73)	(\$79)	-108.05%	(\$878)	(\$287)	(\$591)	-205.76%
1900-Special Events-Miscellaneous Total	(\$14,500)	(\$152)	(\$73)	(\$79)	-108.05%	(\$878)	(\$287)	(\$591)	-205.76%
1901-Kite Event									
4-Revenues	\$1,635	\$2,500	\$500	\$2,000	400.00%	\$3,000	\$1,000	\$2,000	200.00%
5-Expenses	(\$3,400)	(\$300)	(\$2,606)	\$2,306	88.50%	(\$300)	(\$3,106)	\$2,806	90.35%
1901-Kite Event Total	(\$1,765)	\$2,200	(\$2,106)	\$4,306	204.48%	\$2,700	(\$2,106)	\$4,806	228.22%
1902-4th of July									
4-Revenues	\$40,500	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses	(\$48,800)	\$0	\$0	\$0	0.00%	(\$765)	\$0	(\$765)	0.00%
1902-4th of July Total	(\$8,300)	\$0	\$0	\$0	0.00%	(\$765)	\$0	(\$765)	0.00%
1903-Ale Fest									
4-Revenues	\$80,250	\$0	\$0	\$0	0.00%	\$1,000	\$0	\$1,000	0.00%
5-Expenses	(\$85,500)	(\$200)	\$0	(\$200)	0.00%	\$810	\$0	\$810	0.00%
1903-Ale Fest Total	(\$5,250)	(\$200)	\$0	(\$200)	0.00%	\$1,810	\$0	\$1,810	0.00%
1904-Memorial Park Events									
4-Revenues	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses	(\$18,110)	(\$1,106)	(\$323)	(\$782)	-242.19%	(\$1,841)	(\$1,367)	(\$473)	-34.61%
1904-Memorial Park Events Total	(\$18,110)	(\$1,106)	(\$323)	(\$782)	-242.19%	(\$1,841)	(\$1,367)	(\$473)	-34.61%
1905-Taste of Wheaton									
4-Revenues	\$120,000	\$500	\$0	\$500	0.00%	\$21,000	\$0	\$21,000	0.00%
5-Expenses	(\$139,950)	(\$3,626)	\$0	(\$3,626)	0.00%	(\$5,154)	(\$231)	(\$4,923)	-2131.05%
1905-Taste of Wheaton Total	(\$19,950)	(\$3,126)	\$0	(\$3,126)	0.00%	\$15,846	(\$231)	\$16,077	6959.86%
1906-Summer Concerts									
4-Revenues	\$210,200	\$0	\$0	\$0	0.00%	\$41,000	\$36,500	\$4,500	12.33%
5-Expenses	(\$210,200)	(\$7,949)	\$0	(\$7,949)	0.00%	(\$8,541)	\$0	(\$8,541)	0.00%
1906-Summer Concerts Total	\$0	(\$7,949)	\$0	(\$7,949)	0.00%	\$32,459	\$36,500	(\$4,041)	-11.07%
1907-Shakespeare Event									
4-Revenues	\$10,500	\$0	\$2,500	(\$2,500)	-100.00%	\$8,500	\$10,000	(\$1,500)	-15.00%
5-Expenses	(\$20,700)	(\$400)	\$0	(\$400)	0.00%	(\$400)	\$0	(\$400)	0.00%
1907-Shakespeare Event Total	(\$10,200)	(\$400)	\$2,500	(\$2,900)	-116.00%	\$8,100	\$10,000	(\$1,900)	-19.00%
1908-Fun Run Event									
4-Revenues	\$53,000	\$15,687	\$0	\$15,687	0.00%	\$57,297	\$0	\$57,297	0.00%
5-Expenses	(\$46,450)	(\$13,621)	\$0	(\$13,621)	0.00%	(\$19,123)	(\$1,985)	(\$17,138)	-863.36%
1908-Fun Run Event Total	\$6,550	\$2,065	\$0	\$2,065	0.00%	\$38,175	(\$1,985)	\$40,160	2023.17%
1910-Light the Torch Run									
4-Revenues	\$30,500	\$432	\$0	\$432	0.00%	\$3,655	\$0	\$3,655	0.00%
5-Expenses	(\$36,700)	(\$15)	\$0	(\$15)	0.00%	(\$414)	\$0	(\$414)	0.00%
1910-Light the Torch Run Total	(\$6,200)	\$417	\$0	\$417	0.00%	\$3,242	\$0	\$3,242	0.00%
1925-Reindeer Run									
4-Revenues	\$42,000	\$907	\$5,000	(\$4,093)	-81.85%	\$10,382	\$5,000	\$5,382	107.63%
5-Expenses	(\$27,000)	(\$15)	\$0	(\$15)	0.00%	(\$414)	\$0	(\$414)	0.00%
1925-Reindeer Run Total	\$15,000	\$892	\$5,000	(\$4,108)	-82.15%	\$9,968	\$5,000	\$4,968	99.36%
Grand Total	(\$62,725)	(\$7,358)	\$4,997	(\$12,356)	-247.26%	\$108,817	\$45,523	\$63,294	139.04%

TO: Michael Benard, Executive Director
FROM: Daniel Novak, Director of Athletics & Facilities
RE: Athletics & Facilities Board Report
DATE: May 18, 2022



Athletics

- **Travel Soccer**
 - Beginning with tryouts in April/May 2022 for the Fall 2022/Spring 2023 season, Wings SC has merged with Kopion FC to form Wheaton United SC. Currently there are 614 participants signed up for this year's United tryouts. Last year's Wings tryouts had 195 participants.
- **Rams Football**
 - Rams Tackle Football registration opened fully on December 14. At this time there are currently 248 participants signed up. For the 2021 season there were 190 total participants signed up, which means the program has already well surpassed last year's enrollment 4 months before it begins!
 - Rams Football set up an offseason training program for their tackle participants to stay up to speed and keep their skills sharp leading into next season. This program runs February through July meeting once a month on Sundays. In 2019, the program's first year, there were 117 participants signed up bringing in \$5,941 in net profit. Currently there are 120 participants signed up bringing in \$9,105 in net profit.
- **Baseball/Softball**
 - Spring Baseball/Softball registration opened fully on December 14. At this time there are currently 1,014 in-house participants signed up. For the last spring season there were 1,087 in-house participants signed up, putting us on pace for a similar season to last year!
- **Rams Cheerleading**
 - Rams Cheerleading registration opened fully on December 14. At this time there are currently 152 participants signed up. Last season there were 138 participants signed up, putting us on pace for an even bigger season than last year!
- **Summer 3v3 Basketball**
 - The summer 3v3 basketball league will start in mid-June. Right now, there are 53 participants bringing in \$5,023.00 in registration fees. At this time last year there were 6 participants signed up, putting us on pace for a much larger season this year!
- **Central Athletic Complex**
 - The Central Athletic Complex is currently hosting a basketball rental Monday-Friday, a Jiu-Jitsu program Monday-Saturday, and numerous batting cage and birthday party rentals.
 - Sports birthday parties have made \$4,178 so far in 2022. For all of 2021, sports birthday parties made \$2,023.

Usage Hours for March			
Categories	2021	2022	Change %
Paying Renters	184.50	201.00	8.9%
Complimentary	0.00	2.00	0.0%
WPD Programs	615.50	517.00	-16.0%
WPD training	0.00	1.00	0.0%
TOTAL	800.00	721.00	-9.9%

YTD Total Usage Hours			
Categories	2021	2022	Change %
Paying Renters	385.50	431.25	11.9%
Complimentary	0.00	2.50	0.0%
WPD Programs	1,627.50	1,552.50	-4.6%
WPD training	0.75	1.00	33.3%
TOTAL	2,013.75	1,987.25	-1.3%

YTD Total Rental Revenue			
Month	2021	2022	Change %
January	\$1,665.00	\$3,820.00	56%
February	\$5,474.50	\$12,517.00	56%
March	\$7,167.00	\$11,321.75	37%
TOTAL	\$14,306.50	\$27,658.75	48%

- **In-House Soccer**

- The 2022 Spring Session has seen 946 participants bring in \$68,847.00 in registration fees. In 2021 the Spring Session had seen 538 participants bring in \$38,733.00 in registration fees.
- First games were held on April 16th, and while it has been cold, players and fans still came out and had a great time.

- **Soccer Shots**

- This 7-week program, instructors teach kids basic skills as an introductory class to soccer. Normally held at Brighton Park, it is now going to be held at Seven Gables Park for the next few sessions.
- Spring session has 252 participants bringing in \$28,729.35 in registration fees. In 2021 there was 154 participants bringing in \$18,012.00 in registration fees.

- **Tennis**

- The tennis program is up and running at Atten Park. Spring session has 53 participants signed up bringing in \$8,112 in registration fees. In 2021 the spring session had 57 participants bringing in \$4,931 in registration fees.

- **Camp Sports & Sorts**
 - Camp Sports & Sorts will kick off in early June. Right now, there are 651 participants signed up bringing in \$86,788.00 in registration fees. Last year there were 516 participants bringing in \$66,537.20 in registration fees.
- **Nerf Camp**
 - Nerf Camp will kick off in early June. Right now, there are 248 participants signed up bringing in \$14,062 in registration fees. In 2021 there were 309 participants signed up bringing in \$14,741 in registration fees, putting us on pace for a similar season with over a month left to register!
- **Martial Arts**
 - Spring session I began in early April for Tae Kwon Do. There are 10 participants bringing in \$902.00 in registration fees.
 - Spring session I began in late March for Karate. There are 62 participants bringing in \$8,124.00 in registration fees. In spring 2021 there were 30 participants bringing in \$3,850.00 in registration fees.
 - Spring session I began in late March for Kung Fu. There are 42 participants bringing in \$3,438.00 in registration fees.
- **Hot Shots Sports**
 - Spring session started in early April. There are 199 participants signed up bringing in \$16,698.00. In 2021 there were 168 participants signed up bringing in \$12,308 in registration fees.
- **Spring Lacrosse 2022**
 - Spring Lacrosse enrollment is currently open. This year currently has 105 participants bringing in \$34,635 in registration fees. In 2021 we had 83 players bringing in \$18,525 in registration fees. That is a 26% revenue increase and 26% participant increase from the Spring 2021 season to this Spring season.
- **Tumbling Times – Spring Session I**
 - Tumbling Times Spring Session I ended on May 7th. This year currently has 127 participants bringing in \$10,619 in registration fees. In 2021 we had 90 participants bringing in \$6,571 in registration fees. That is a 61% revenue increase and 41% participant increase from the Spring 2021 season to this Spring season. Spring Session II is currently open and begins May 9th.

Parks Plus Fitness

- We had a successful month here at Parks Plus, gaining 19 total new members to our membership base. Our \$20 EFT sale remains a popular choice for our annual members.
- Group Fitness is offering a promotion sale that will run through June 30th. Members can save 25% with a paid in full annual group fitness class pass or choose a monthly option for \$40 per month. Students can take advantage of the monthly option for \$20 per month.
- The popular “Beat the Heat” Sale will roll out in July and August and members will save the forecasted high temperature off their paid in full membership that day.

- Staff conducted and finalized the interview process for our Full-Time Club Manager. Alex DiSerio is currently serving as was the Fitness and Facility Manager for the West Chicago Park District and will begin June 6.

PPFC Membership Breakdown	Annual**	3-Month	1-Month	Fit-N-Swim	Total**
April 2022	1,986	1	65	-	2,052
April 2021	1,578	7	36	-	1,621
March 2022	1,940	9	84	-	2,033
March 2021	1,519	4	21	-	1,544
February 2021	1,860	8	18	-	1,886
February 2020	1,508	4	19	-	1,531
Monthly Total Attendance/ Usage	4,376				

Aquatics/Safety

- Pool Pass Sales continue are on pace in comparison to 2021. Year to date we have 5,583 [passes sold with \$306,939 in revenue. The pre-season sale conclude on April 30th with and account for 1,327 passes and \$80,858 in revenue for the month.
- The hiring and recruitment process continues. Staff training have begun for 150 staff members we currently have on board.
- Parks Department continues all the pre-season maintenance as the Aquatics Staff continues to finalize supply and equipment orders.
- Aquatic Facilities are schedule to OPEN for the Season on JUNE 4! Pools will not be open on Memorial Day weekend. Staff has scheduled e-blast(s) prepared to remind the public as well as welcome all for Opening Day!

TO: Mike Benard, Executive Director
FROM: Rob Sperl, Director of Parks & Planning
DATE: May 9, 2022
SUBJECT: Board Report, April

Administration/Overall Department

- Park Permitting – Twelve reservation events were held in April and forty reservations were processed for upcoming dates in 2022.
- Three commemorative trees or benches were purchased in April.
- Various department staff took part in cleaning up a former dump site located in a remote section of the Lincoln Marsh. Dumpsters were ordered for the large amount of broken glass and rusted metal that had risen to the surface. We expect this to be an ongoing effort.
- Department staff attended the values event at the Central Athletic Complex on April 7.
- Meetings were held with the Wheaton Sanitary District regarding their work on the northside interceptor project and other projects of mutual interest. Several neighbors of Northside Park were met to discuss the restoration of the park following the sanitary district work.
- The Play for All meeting was held on April 13 at the Park Services Center.
- The annual native plant sale was held on April 23.
- We received notice of award for the Museum grant that will provide \$750,000 to continue structural improvements to the DuPage Historical Museum.
- Federal funding was applied for through our local representative to assist with the construction of the Cosley Zoo Parking Expansion.
- Permission was granted to the Chicago Fire television show to film a scene at the Northside Park Boy Scout cabin on April 30.

Planning

- An initial review of the Taylor Barn and Girl Scout cabin was completed by our consultant to assess their structural integrity. Recommendations were made and followed.
- Bids to reset the brick pavers at the pedestrian entrance for Cosley Zoo were received.
- Quotes to replace HVAC units at 855 Prairie were received.
- The asphalt around the starter shed at Arrowhead was replaced. A change order for additional stone base was recommended.
- A recommendation has been made to engage Wight for engineering services at the Arrowhead parking lot.
- Staff is applying for a grant through the National Fitness Campaign and Blue Cross Blue Shield of IL for a fitness court.

Parks & Buildings Operations

- The LED lighting at the Cosley Animal Welcome Center were replaced as most of the lighting units had failed. The wiring was also upgraded to meet code.
- The park shelters at Atten, Briar Patch, Graf, Seven Gables, and Northside were opened for the season.
- RTU #5 at the PSC had to be reset as freezing rain froze the gas valve. The valve was cleared, and a cover was ordered for the valves on all the roof top units.
- Ran new electrical feed from the Arrowhead building to the new golf starter shed to supply 100 amps. Installed conduit, lighting fixtures, receptacles, and breaker panel.
- Set up electrical service for the Fun Run Event. Performed extra cleaning of Memorial building for after event.
- The downstairs plumbing was rodded in the Rathje building and the water closet replaced with a more efficient model.
- The concession stand lighting and office lighting at Rice Pool was upgraded and re-wired to accept LED bulbs.
- Baseball backstops at Atten Park were inspected and repaired as needed.
- All tennis nets were inspected, replaced, or adjusted as needed.
- The two bubblers at Northside Pond were inspected and rebuilt.
- Installed 24 joist hangers in the Taylor barn along the hip rafter.
- Repaired a problem lighting circuit in the back South hallway at the Central Athletic Center. A new conduit and wire were added to prevent a reoccurring shorting issue when the building was renovated.
- Performed annual cleaning and maintenance on the Community Center chiller tower and compressor.
- Graf shelter sustained shingle damage during several high wind events this month and staff replaced all missing and damaged shingles.
- Two pool boilers at the Northside Aquatic Center had the seasonal cleaning and maintenance performed.
- Drain grates in the Rathje building driveway were replaced. The old grates where plastic had had deteriorated. Installed new iron grates.
- Four pitching machines were repaired at the CAC batting cages. Tires were remounted and electrical cords repaired or replaced.
- Installed a 4-inch conduit from the Bandshell electrical room to the flower bed west of the bandshell stairway.
- Fence repairs were completed at Kelly Park/ Edison school. 4- PVC posts were removed and replaced, rails remounted, and missing post caps replaced.
- Three industrial electrical breakers were installed in the PSC electrical room. City inspectors called for the change once the new RTU units were replaced.

Projects and Special Events

- 5k Fun run in Color set up, takedown and staffing were completed. The event ran smoothly, and weather cooperated.
- Arrowhead starter shed construction is still in progress.
- Installation of the GT Wave at the Sensory Garden Playground began and continues. We are projecting an open date first week of June.
- Work orders for signs and banners for Recreation, Cosley Zoo, Athletics, and Lincoln Marsh were completed.
- Preseason pools prep is in progress for both locations Rice and Northside Pool.

Horticulture, Turf & Natural Resources

- Spring clean-up has transitioned into day-to-day trim. Staff are continuing with mowing, trimming, weeding, leaf pick up and all of the day-to-day operations for each park to be maintained to our standards.
- Baseball/softball fields require daily grooming on game fields. With all the rains during the month we have worked really hard to make sure that fields are playable and ready each night and weekend for our patrons to the best of our abilities.
- Dugouts at Atten were all edged and new screenings added to provide solid surface in those areas of the field. In addition, we installed windscreens on back stops and as shade for the dugouts.
- Soccer fields were prepared for the opening of the season in April. Each field is striped weekly. This year with paint being in short supply we are adding a growth retardant to the paint which hopefully allows us to paint every other week? It's a new concept that we are trying.
- Three staff members successfully completed the pesticide spraying exam. They will now be able to apply herbicides to our fields and spot treat weeds for the next 3 years.

Conservation

- Mulching in several locations were completed for the upcoming season. Teams Course and the Lincoln Marsh Nature Play area received a fresh layer of mulch and trails were prepared for heavy usage.
- Conservation crew lead the Parks Staff a project at Lincoln Marsh. It was brought to our attention that an area next to Elliot Lake had trash in numerous locations in the wooded area adjacent to Elliot. After some investigation, this trash was most likely a former garbage dump from 50 plus years ago and it had been covered up. With recent flooding, freeze/thaw cycles the trash (mostly glass and metals) had come to the surface. Staff spent two days picking up the remnants of this dumped garbage.

Fleet Mechanics

- The new pesticide sprayer was calibrated, and staff were trained on usage.
- Tracks on the skid steer were replaced inhouse by the mechanics, each track weighing 537 pounds a side.
- Generators at Central Athletic Complete, Community Center and Parks Service Center were inspected.
- Road salt survey and order for next season was completed.
- Tricycles at safety city were inspected and repairs were made as needed.



WHEATON PARK DISTRICT

Wheaton Park

Maintenance Summary Report

Request Date on or after 04/01/2022
 Request Date on or before 04/30/2022
 RC Code is equal to PSC

WO Type	# WO	Total Hours	Total Labor Cost	Total Material Cost	Total Contractor Cost	Total Other Cost	Total Cost
Corrective Maintenance	31	270.00	7111.23	15.84	0.00	300.47	7427.54
General Maintenance	24	132.00	3757.90	14.08	0.00	323.86	4095.84
Inspection	159	61.00	1254.41	0.00	0.00	0.00	1254.41
PM Repair	1						0.00
Preventive Maintenance	520	502.50	10496.75	110.56	0.00	14.53	10621.84
Service Request	29	156.75	3412.41	0.00	0.00	12.81	3425.22
Signs and Banners	14	19.00	344.95	0.00	0.00	0.00	344.95
Special Facilities Event	1	9.00	472.37	0.00	0.00	0.00	472.37
Standing WO	52	271.75	6056.66	0.00	0.00	0.00	6056.66
Total	831	1422.00	32906.68	140.48	0.00	651.67	33698.83
Average Time	3.95						
Average Cost	40.55						



TO: Mike Benard, Executive Director
FROM: Vicki Beyer, Director of Recreation
RE: Recreation Department Board Report
DATE: May 6, 2022

Recreation Department- General

- Recreation Department staff conducted Rec Trac Premigration training sessions to team members on April 27 and April 28. These demonstration/hands-on training environments covered the basics of navigation and processing in the new software. More session will be scheduled soon.

Preschool & Camps- Jamie Martinson

- Staff hiring is currently underway. The first week of May, we were able to nearly accommodate 1000 waitlisted campers into full day camp programs. We are still actively recruiting, interviewing, and hiring.
- The Lincoln Marsh visited the Wide Horizons preschool program for environmental education programs.
- All American Camp Association accreditation paperwork has been completed in anticipation of our site visit. Last site visit was 2015, it was previously scheduled for 2020 but has been delayed two consecutive years due to abnormal camp operations in 2020 and 2021.
 - Site visit has been confirmed and scheduled for Wednesday July 20.

General Recreation - Matthew Wrobel

- Adult Athletic programs have been popular this spring! Open Basketball on Monday nights has 19 participants and Corec Volleyball on Tuesday nights has 30 participants.
- Preparation for upcoming dance recitals is underway with rehearsals on May 7 and recitals on May 14. Approximately 100 dancers will be participating.
- Adult, youth, and family Pickleball classes are all running outdoors at our Central Park Pickleball Courts. There are two adult beginner pickleball classes running back-to-back on Wednesday nights
- Family Pickleball runs Monday nights right after the youth introduction to pickleball class. The family class has a total of 7 participants while the youth introduction class has 12. These multigenerational programs help cultivate new players that will enjoy this game throughout their lifetime.
- We currently have 96 (maximum enrollment) pickleball players enrolled in our spring outdoor leagues.

Mary Lubko Center- Megann Panek

- M. Panek attended an Entertainment Fair at the Dundee Township Park District on 4/4 to view new entertainment options geared towards senior centers.
- M. Panek attended the annual Tourism & Hospitality Summit on Navy Pier on 4/19 to gather new ideas for day trips.
- The MLC took two trips in April: Six at the CIBC Theater on April 20 with 26 patrons and Immersive Friday on Thursday April 28 with 16 patrons.
- The Pedal Pushers (our resident biking group) had their kick-off meeting on April 20. This group has approximately 140 members and is constantly growing.



Lincoln Marsh/Green Team- Terra Johnson, Deb Ditchman

- Lincoln Marsh staff presented 61 outdoor education programs to 684 participants in April.
 - 38 environmental education programs were presented to 376 participants.
 - 23 teams course programs were presented to 308 participants.
- Staff hosted a free Earth Day play date at the Prairie Patch Play Area. Over 85 people were in attendance and had the opportunity to paint rocks, make recycled paper butterflies and interact with various activities set up around the play area.
- Eight Lincoln Marsh staff were certified lead facilitators for the climbing tower by Experiential Systems, Inc.
- Families participated in Easter egg scavenger hunts at Lincoln Marsh and a geocache Easter egg hunt was hosted at Seven Gables and Lincoln Marsh.

- Insect Investigations outreach program was presented to all of the Wide Horizons preschool this month.
- Lincoln Marsh camp enrollment is strong with 22 of the original 54 sessions of camp full.
- Families participated in Easter egg scavenger hunts at Lincoln Marsh and a geocache Easter egg hunt was hosted at Seven Gables and Lincoln Marsh.

Customer Service & Registration- Sue Vasilev, Lyn Havelka & Rick Napier

Daytime Community Manager- Rick Napier

- Ran Transcode Activity and Household Sales reports to determine web donations for Foundations for Director of Marketing.
- Issued and printed Arrowhead Golf Membership IDs as per Head Golf Professional
- Attended Zoom meeting with VSI trainer on April 8.
- Created tickets for Silvertones Spring Concert as per MLC manager
- Created screenshots of various processes and reports in RecTrac 3.1 for G-drive folder as a reference for staff to use.
- Lead training in Facility Reservations in RecTrac 3.1 for Recreation staff
- Assisted in training in Activity Module in RecTrac 3.1 for Recreation staff

Evening/Weekend Manager- Lyn Havelka

- Processed refunds for various programs, assisted registration as needed.
- Worked with Studio Movie Grill to replace expiring movie tickets with ones with a later expiration date
- Processed payments for PPF monthly billings
- Updated pool “cheat sheets” to reflect the season rates effective May 1
- Worked with VALUES Committee on Bridges Communities event held April 7

Registration Manager- Sue Vasilev

- Fall brochure – Completed updating/reactivating the RecTrac database. A total of 645 classes will be offered. New classes created -
 - Martial Arts – 1 class; a total of 2 sections
 - Varied Interests – 3
 - Lincoln Marsh – 2 classes; a total of 9 sections
- Winter 2023 League sports – Reactivated/updated 18 programs. The programs will be marketed in the fall guide.
- Spring 2022 programs – New sections of programs created to accommodate waitlists.
 - Lincoln Marsh – 1 new section
 - Athletics – 1 new section
 - Cosley Zoo – 1 new section
- Summer 2022 brochure – New classes added at the rough draft stage
 - Leagues – Fall Lacrosse Girls Wheaton Wolverines
 - Athletics – 3 new sections

- Athletic Travel Teams
 - Reactivated/updated the tryout and team codes for the 2022 Bobcat Travel Team softball program.
 - Reactivated/updated the tryout codes for the Warriors U8 baseball team.
 - Wheaton United – Reactivated/updated the Wheaton Wings activity codes to reflect the Wheaton United teams. A total of 24 sections for both the boys/girls' teams has been added to the database.

- Waitlist Accommodations
 - Working closely with program managers in expanding class sizes and accommodating waitlisted registrants as summer staff is being secured. Courtesy calls and email confirmation receipts have been sent. 156 registrants have been transferred to class rosters.

- April Leisureship Program
 - 16 families have been assisted in current fiscal year
 - 8 families had been assisted in previous fiscal year
 - 100% increase in families requesting assistance from 2022 vs. 2021

- April Refund Summary
 - a) 714 refunds processed
 - b) 437 refunds processed same month 2021 fiscal year
 - c) 63.39% increase in refunds processed.

Total refunds: \$73,011.72 vs. \$43,689.79 (the increase in refunds were due to customer requests from waitlists; \$32,519 vs. \$3,861 in 2020)

Check refunds: \$2,354

Household credits: \$17,406.63

Credit cards: \$53,251.09

Administrative/service fees: \$430

TO: Mike Benard, Executive Director
FROM: Andy Bendy, Director of Special Facilities
RE: May 18, 2022, Board Report

Cosley Zoo – Susan Wahlgren, Zoo Director

Fundraising/Revenue Activities

- A total of 17,579 people visited the zoo the past four months (8,275 in April) compared to 33,695 (13,588 in April) during the same timeframe in 2021. Continued rainy and unseasonably cool weather has kept a damper on attendance.

Admissions:

Month	2022 Revenue	2022 Avg./Day	2021 Revenue	2021 Avg./Day
January	\$ 2,967	\$ 98.90	\$11,164	\$372.12
February	\$ 5,277	\$188.46	\$11,326	\$404.50
March	\$23,198	\$748.32	\$45,740	\$1,475.50
April	\$26,653	\$888.43	\$ 47,400	\$1,580.00
Total	\$58,095	\$484.13	\$115,630	\$ 963.58

General Revenue:

- Thanks to the generosity of supporters, the zoo received total April operational donations of \$6,391, bringing 2022 totals to \$25,373.
- A donor contributed \$1,000 (not included above) for the purchase of new scales to be used by animal care staff. Scales are an important component of animal care as most of the animals at the zoo are weighed monthly.

Significant Activities/Accomplishments

Education Programs and Activities:

- The sold-out EGGciting Family Night was held on April 9. Due to a cold and rainy/snowy evening, 224 of 337 registered attendees come out for the event. Participants took part in crafts, themed activities, a visit with the Easter Bunny, and visits with a live rabbit.
- Animal Curator, Angie Musselman and Education & Guest Experiences Manager, Tami Romejko met with a team from the Forest Preserve District of Cook County. The Forest Preserve was inquiring about our animal ambassador program and how we provide high quality welfare for these animals.
- Educator & Teen Specialist, Jackie Karnstedt conducted Summer Teen Interpreter interviews with five teens. Teens in this program receive training on guest interactions and are provided with educational opportunities.
- Jackie Karnstedt also conducted Critter Cart training for 32 Junior Zookeepers. Once JZs have completed this training, they are eligible to offer impromptu education opportunities to zoo guests.
- Education Supervisor, Natasha Fischer facilitated a virtual zoo history program for zoo volunteers. Ten volunteers attended this continuing education opportunity.
- Due to the continued presence of Highly Pathogenic Avian Influenza (HPAI) in Illinois, the zoo was unable to restart their duck and chicken feeding programs.

Total Programs – April

Type of Program	2022 Number of programs	2022 Number of participants	2021 Number of programs	2021 Number of participants
Outreach	6	151	1	15
Guest Engagement	13	271	9	29
Camps	0	0	0	0
Teen programs	4	27	10	32
School programs	10	252	6	136
Scout programs	1	11	0	0
Family programs	5	64	11	116
Special Events	1	224	1	24
Rentals	10	476	2	51
Total	50	1,476	40	403

Virtual Versus In-Person Programming – April

	Number of Programs	Number of Participants
On-site In-person	21	578
Off-site In-person	6	151
Total	27	729

Total Programs – Year-to-Date

Type of Program	2022 Programs	2022 Participants	2021 Programs	2021 Participants
Outreach	13	738	5	435
Guest Engagement	15	276	56	458
Camps	0	0	0	0
Teen Programs	40	200	30	152
School programs	13	286	9	198
Scout programs	2	30	3	34
Individual/Family programs	19	259	46	357
Special Events	4	269	5	235
Rentals	16	789	2	51
Total	122	2,847	156	1,920

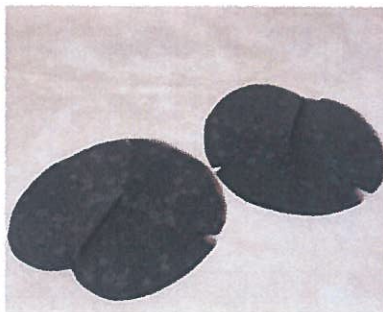
General Activities:

- Zookeeper Amanda Rensch, the head of the zoo's DEAI team, began attending a virtual program series on diversity that is being offered by the Association of Zoos & Aquariums.
- The zoo's committee on response to Highly Pathogenic Avian Influenza (HPAI) continued to meet regularly and monitor the presence of the disease while executing additional portions of its Plan for the Management of High Consequence Diseases.
- Interviews were conducted for part-time zookeeper, concessions, admissions, and building & grounds. Two zookeeper applicants were offered positions and are scheduled to begin work in late May.
- The zoo welcomed a bearded dragon, chipmunk, and twin lambs. The bearded dragon will also serve as an ambassador animal.
- Zoo Director Sue Wahlgren and Campaign Manager Cathy Mousseau held meetings and facilitated conversations with several supporters.

- Susan Varcak and Sue Wahlgren took part in a virtual meeting with the retired CFO from Zoo Atlanta, Kathy Williams. Kathy provided some insight into best practices for improving the Charity Navigator score for the Foundation.
- The zoo's American Association of Zookeepers chapter held a fundraiser in partnership with the Village Tavern. All funds raised will be donated to support Ukrainian Zoos.
- Six former Junior Zookeepers and interns submitted applications for the Michael T. Williams Memorial Scholarship. With input from zoo staff, the Cosley Foundation board will select the recipient(s) at the May meeting.
- Staff is working on adding sand to the domestic animal yards to improve the footing and overall quality of the habitat.
- Thanks to a supporter that donated \$5,000, the zoo was able to purchase two "chat trees" (tabletop and floor) as well as a feeding ball, faux seaweed, and lily pads. The chat trees will be used during programs to allow participants to see natural movement and activity while improving animal welfare by offering choice and control. The seaweed and lily pads will be used for enrichment primarily with the Blanding's turtles.



Floor and tabletop chat trees.



Feeding ball, lily pads, and seaweed

- In late 2021, another generous supporter provided funds for the zoo to purchase new ambassador animal housing. The habitats have been assembled and are now in use. These new habitats significantly improve welfare not only by offering more space, but also by providing accurate control of temperature and humidity specific to each animal's needs.



Arrowhead Golf Club-Bruce Stoller

- High temperatures in April were generally well below normal with only nine days reaching the long-term average. Total precipitation for the month was 42 percent above normal and April 2022 went down as the second cloudiest April on record.
- The annual Kickoff Classic was held on the 23rd with 40 players taking part in the two-person best ball shamle event. The day finished with lunch in the Champions Room after the round.
- The league season started for a handful of groups in April with most scheduled to begin in May and a couple holding off until June. Permanent tee times have also started for the year.
- Training is underway for another relatively large number of new employees in the golf department and includes multiple days of shadowing and mentoring before being fully released for duty.
- The Parks Department made significant progress on the new starter shed as they worked around rain and snow to complete the vast majority of the exterior work. We expect to be in the new building sometime in May.
- Staff are updating the capital equipment list to better plan for the 2023 budget process and beyond.
- Staff has been working with the athletic directors from Wheaton North and South to finalize the fall tournament schedule for all teams.

- Building maintenance projects included: renovation of the old ski shop for storage; conversion of a small storage room to a workshop; replacing a fan motor in the walk-in keg cooler; installing non-skid strips behind the bar; picking up a new walk-in freezer for the zoo; working with the new alarm company to solve issues in the cart barn; replacing a pump on the glycol cooling system for the bar; repairing a door on the East course restroom trailer; changing filters and inspecting rooftop units.
- Grounds maintenance projects included: edging of drains, yardage markers and sprinkler heads; replacing broken Kirby yardage markers; starting the irrigation system; aerating the putting green and select areas of minor winter damage; spraying all fairways and rough areas with pre-emergent; detailing bunkers throughout the course; prepping stump and drainage.

	2022	2021	2020	2019	2018	5 Yr. Avg.
April Paid Rounds	4,841	8,625	681	6,108	5,731	5,197
YTD Paid Rounds	9,318	13,407	3,028	10,892	10,430	9,415

*The course was closed for 46 days in March and April of 2020 due to COVID-19

Arrowhead Food and Beverage

Banquets

- April was the start of getting the team back into busy season with 51 events being hosted
- The banquets team held a very successful Easter Brunch for 500 guests between 11am-2:30pm. The community was happy to be back at Arrowhead to celebrate the holiday
- Wedding season was in full swing by the end of the month with two weddings
- The banquets team held a murder mystery dinner for 100 guests on April 22nd, it was a huge hit among those who attended.
- Looking forward into May, the team is looking forward to the start of the golf season with the first outing on May 9th. There will be fireworks show on May 20th for the wedding that evening, at approx. 9pm.

Restaurant

- In April Arrowhead Restaurant welcomed 5,007 guests
- The restaurant had 151 guests join us for a limited menu on Easter.
- Halfway house and the beverage cart have been put into action for the golf season.
- The AGC Food and Beverage team is still looking for a few servers, bartenders, dishwashers and cooks for the upcoming season

Historical Museum- Michelle Podkova
Manager & Educator; Emily O'Brien, Curator

Collections and Exhibits

- Curator finished research and final drafts of *Stories of DuPage* labels and will begin editing with staff. Finalization of *Stories of DuPage* events and paperwork continue.
- Curator continues coordinating patrons' research requests with staff and volunteers.

Education, Outreach, and Events

- Three participants viewed *Together We Win: Last Chance Virtual Tour* hosted on April 7. The tour was recorded, and staff is working with volunteer Larry Kmiecik to edit the video and upload to the website.
- A scout program for 5 scouts was held Saturday, April 9.
- Staff reached out to WDSRA to provide aides for the 2022 summer camp season for those campers who request assistance. Summer camps are on track to exceed last year's camp numbers and have fully rebounded from the COVID-19 pandemic numbers.
- A scout program was held for 17 scouts on Tuesday, April 19.
- An Education Collection donation was arranged with a former Museum Guild member.
- Staff attended a KDRMA class on Museum shops on April 21. The Passport to Adventure program is relaunching again this summer after two years of virtual options.

Marketing

- Staff worked with Marketing to issue a press release on IAM Award of Excellence for the *Ballots of Power* exhibit.
- Marketing and Development are sending out the spring appeal letter to supporters.
- Building banners were designed and hung on the outside of the Museum.

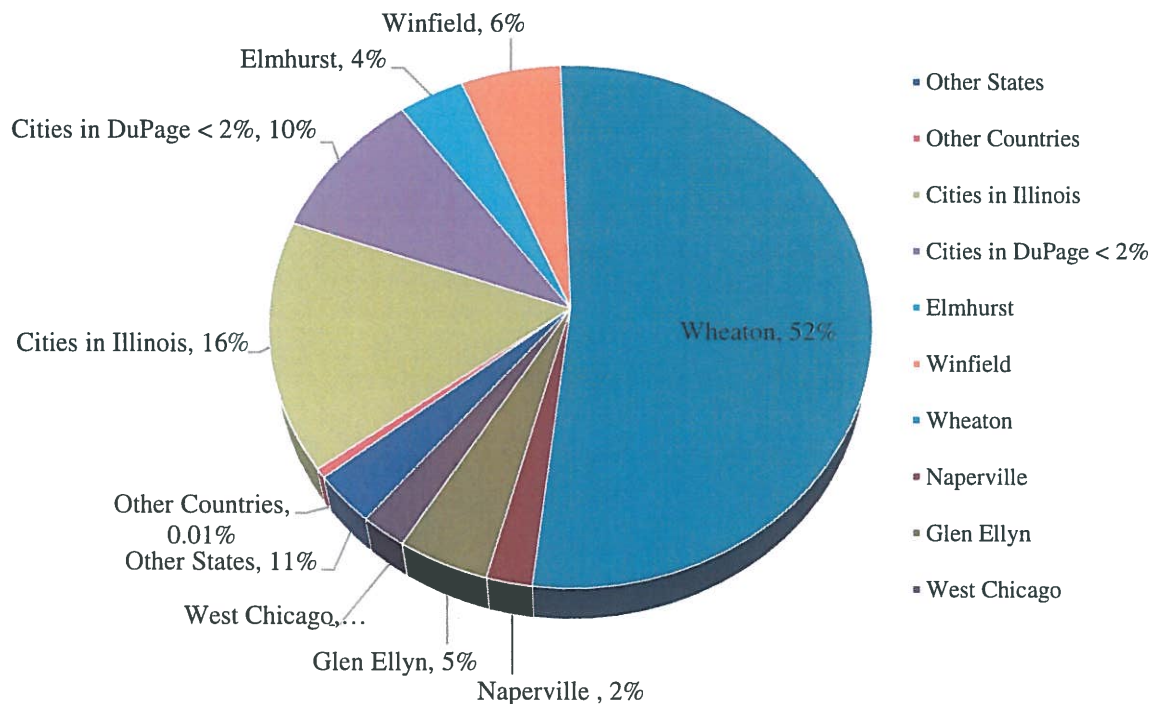
Administration, Rentals, Building, Training and Safety

- Staff attended a Culinary Historians of Northern Illinois meeting on April 7.
- Curator Zach Bishop resigned, and new Curator Emily O'Brien started on April 19.
- Museum Manager met with County and the Heritage Gallery committee on April 6 to go over the history the Museum has gathered on the display.
- Milton Township rented the Museum auditorium for an event on Wednesday, April 13.
- Museum Manager attended the Wheaton Chamber's DEI committee on Thursday, April 14.
- A private rental for an office work party was hosted by the Museum on Monday, April 25.
- Staff met with County's contractors and engineers to assist in plans for the IDNR grant.

Foundation

- Representative Yang-Rohr met with Museum Manager and Foundation member Philip Buchanan for a tour of the Museum on April 14.
- Marketing coordinated the Foundation's participation in the Giving DuPage Days in May.

April 2022 Visitor Demographics by Location



Total Visitors for April 2022: 347 (compared to 172 in April 2021)

Total Visitors for 2022: 1,169 (compared to 531 in 2021)

Shop Sales April 2022: \$133.55 (compared to \$19.00 in April 2021)

Annual Shop Sales 2022: \$401.48 (compared to \$116.49 in 2021)

TO: Mike Benard, Executive Director
FROM: Margie Wilhelmi, Director of Marketing and Fund Development
RE: May 18, 2022, Board Report

Marketing

Arrowhead Restaurant

Mother's Day alacarte menu and new Spring menu promotions took place earlier in the month. Mother's Day Brunch and Alacarte reservations were sold out.

Arrowhead Golf Course, Driving Range & Cross-Country Skiing

A special offer was included with the Chicago District Golf Association Member eblast on May 5.

Featured Offer



ARROWHEAD GOLF CLUB

BOGO BUCKET OF RANGE BALLS

Arrowhead Golf Club encompasses 27 holes, surrounded by Forest Preserve with white tour sand bunkers, lighted driving range and pro shop. The adjacent clubhouse features a restaurant with indoor and outdoor dining overlooking the golf course. Lessons, leagues and tournaments available. Tee times available at arrowheadgolfclub.org. *CDGA members receive buy one, get one bucket of range balls. Free bucket must be used on the same day as original purchase.*

Cosley Zoo

The push for registration for the Cosley Zoo Run for the Animals is the focus along with Cosley Classic Golf Outing in August and getting tickets/registration set up for the Cosley Uncorked Wine Event that will take place in September.

DuPage County Historical Museum

Regular monthly eblasts and social media continue to promote morning summer camps and upcoming Stories of DuPage Exhibit.

Athletic Marketing

Promoted Spring Sports and Sorts registration and Open Gym through email and social media

Parks Plus Fitness Center

Promoting Student sale offering \$20 unlimited classes plus paid in full 12-month group flex pass promo for \$40/month.

Aquatic Centers

Pool --- June 4 opening day announcement via email and social media. The April, 10% off sale went well with a total of 1,327 passes sold and \$80,858 in revenue.

Recreation

Promoting open positions within day camps and pools.

Top Social Media Posts for April

4 th of July parade registration	April 20	Reach 3,309
SES tickets on sale now	April 14	Reach 2,925
Fun Run Event day post	April 9	Reach 1,915
Looking for artists for COW	April 15	Reach 1,943
We're hiring (parks department)	April 16	Reach 1,404

Wheaton Park District
Published by Joseph V Viso · April 14 at 3:00 PM ·

Tickets for the Summer Entertainment Series go on sale tomorrow. We've got a great line-up this year that you don't want to miss out on. Check back tomorrow to get your tickets!



WHEATON PARK DISTRICT PRESENTS
**MEMORIAL PARK
SUMMER SCHEDULE 2022**

JUNE
24 MULBERRY STREET & GOLD DUST DREAMS
25 MICKY WATFIELD TRIO & NICKI SUPERSTAR

JULY
11 SHORT SECTON BIG BAND JAZZ FAMILY NIGHT
15 THE WAYDYS & AMERICAN ENGLISH
16 CHICAGO PHILHARMONIC ENSEMBLE
29 RILEY SLIGH & RADIO GARDEN
30 WITNARTAT & SIXTEEN CANDLES

AUGUST
8 JENNY V. JAMES AND THE FLAMES TREE FAMILY NIGHT
12 ARRA & ONE OF THESE NIGHTS
13 THE CHICAGO EXPERIENCE & THE WELLBROKERS

SEPTEMBER
9 THE RON BURGUNDY'S AND BOB TUFFINGTON & THE BRUCE PRESS
10 THE SPECIAL CONSENSUS & BELLA CAIN
17 SUPAGS SYMPHONY ORCHESTRA TREE FAMILY NIGHT


First Trust
MEMORIALPARKWHEATON.COM
TICKETS ON SALE TOMORROW!

2,925 People reached 229 Engagements ↑ +4.2x higher Distribution score

22 4 Comments 13 Shares

Wheaton Park District
Published by Joseph V Viso · April 16 at 10:00 AM ·

Looking to get some sun while you work? Then the Wheaton Park District parks and planning team is perfect for you. We are looking for seasonal workers for this upcoming summer from May to August, Monday through Friday 6A-2P. You'll be outside working on various tasks such as mowing, trimming, building projects, tree work, facility maintenance, litter pick-up, baseball field grooming, striping soccer fields, pool cleaning. There's something for everyone! Apply today and join o... See more



WORK OUTSIDE *this summer*
with the WHEATON PARK DISTRICT

WE'RE HIRING!

1,404 People reached 34 Engagements ↑ +2.1x higher Distribution score

5 3 Shares


Like Comment Share

Comment as Wheaton Park District

View post on Facebook

Wheaton Park District
Published by Joseph V Viso · April 15 at 2:00 PM ·

Looking for a show to display and sell your handmade arts & crafts? The Cream of Wheaton Arts & Crafts Fair is looking for exhibitors on Friday, June 3 through Sunday, June 5. You will be a part of Wheaton Park District and Wheaton Chamber of Commerce summer kick-off event attracting more than 20,000 event goers at Memorial Park. Interested candidates can learn more at bit.ly/3JKSmDz



CREAM OF WHEATON JUNE 2-5 | MEMORIAL PARK

1,943 People reached 137 Engagements ↑ +2.8x higher Distribution score

12 3 Shares

Like Comment Share

Comment as Wheaton Park District

View post on Facebook

Special Events

Past Events

Go Fly A Kite Event | May 7

The event was well attended with more than 500 in attendance. Gift of Wings Kite Team was on-site with kites for sale and demonstrations. Flash Tacos was a new addition to the event and was a huge hit.

Cream of Wheaton | June 2 - 5

To date, \$24,000 in sponsorship has been secured. A total of 13 bands will be performing over the 4-day event with 10-12 food vendors. The Arts & Crafts vendors are being finalized.

Memorial Park Summer Concert Series | Begins June 24 & 25

Tickets went on sale on April 15 for \$10 each. As of May 5, a total of 1366 tickets have been sold. Marketing will continue throughout the summer to promote the concert series as well as individually

July 3 & 4 Independence Day | July 3 – 4

July 3rd activities will take place in Graf Park from 5:30 to 9:30 and will include games, concession, a carnival, music, and fireworks at 9:00 pm. The 4th of July parade will kick off at 10:00 am with viewing stands on Front Street. Registration for parade entries is open and available online.

Wheaton Brew & Seltzer Fest | August 6 | 12 – 4P

Wheaton Brew and Seltzer Fest will feature over 60 beer and seltzer options. 7th heaven will be performing from 2:30 – 4:00 pm. Tickets went on sale on May 2 and 109 tickets have been sold as of May 6. Tickets are \$60 each for general admission and \$25 each for designated driver.

+ Cosley Zoo Foundation

Spring Appeal

Three appeal letter versions will be distributed to select donor/audience groups in mid-May. Email versions will follow by end of month.

Giving DuPage Days

From May 2 through May 6, Cosley Zoo participated in the county-wide day of giving. The zoo received \$2,800 in donations.

Run for the Animals | June 4, 2022

There are 914 participants registered as of May 10. This includes 41 virtual runners. The homeowner postcard hit homes located along or near the run route, on or around May 7. Logistics are in the works and include ordering bibs, t-shirts, signage, medals and park set up.

+ DuPage County Historical Museum Foundation

Spring Appeal

The letter was finalized and mailed on May 10. An email version will follow.

Upcoming Event

October Fest | October 1

+ Play For All Playground & Garden Foundation

Spring Appeal

Sensory Garden Playground received a \$10,000 match donation to be utilized in the Spring Appeal and leveraged during Giving DuPage Days May 2 through May 6. The appeal letter will be mailed at the end of May.

Play Days

Four free summer play days will be held at Sensory Playground on May 21, June 18, July 16, and August 20. Each day will have a different theme.