



Wheaton Park District

PUBLIC NOTICE

**Meeting - Wheaton Park District Board of Commissioners
Wednesday September 18, 2024 - 5:00 p.m.
City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois**

September 16, 2024

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 September 18, 2024

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 September 18, 2024, 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

September 18, 2024, 5:00 pm

CALL TO ORDER

PRESENTATIONS Recreation Department – Chad Shingler, Recreation Program Manager

COMMUNITY INPUT

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

The purpose of the public participation is to allow the public the opportunity to make a statement to the Board. The purpose of public participation is not to provoke a debate with the Board. Once an individual has spoken, that individual may not speak on the same issue again. Any limitation regarding addressing the Board may be waived by a majority vote of the Board.

Except during the public comment portion of the regular Board agenda, or as stated in this rule, no person other than the Executive Director or the District's Attorney may address the Board.

CONSENT AGENDA

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

- A. Approval of the Disbursements totaling \$1,358,402.54 for the period beginning August 14, 2024, and ending September 10, 2024
- B. Approval of the Disbursements totaling \$478,824.53 for the period beginning, August 14, 2024, and ending September 10, 2024
- C. Approval of Board Meeting Minutes August 21, 2024
- D. Approval of Local Government Efficiency Committee Meeting Minutes September 4, 2024
- E. Approval of Subcommittee Meeting Minutes September 4, 2024
- F. Approval to Release a Request for Proposal (RFP) for Professional Services related to Strategic Planning for the Wheaton Park District

UNFINISHED BUSINESS

None

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Wheaton Park District

NEW BUSINESS

1. **Employee Classification and Compensation Plan** – Motion to approve employee classification updates and a 3% increase to Wheaton Park District Compensation Plan Pay Grades effective January 1, 2025
2. **Personnel Policy Manual** – Motion to approve amendments to the Wheaton Park District Personnel Policies Manual effective September 18, 2024
3. **Park Facilities Trails and Open Space Naming Policy** – Motion to name the Wheaton Park District Community Center in memory of Ray Morrill and begin the 30 day evaluation period per park district policy
4. **Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Fields Between Wheaton Warrenville Community Unit School District No. 200 and Wheaton Park District** – Motion to approve Ordinance 2024-07 approving and authorizing execution of the first amendment to the Wheaton Park District lease agreement with Wheaton Warrenville Community Unit School District No. 200
5. **Community Center Electric Vehicle Charging Stations** – Motion to approve a \$0.35 per kWh usage fee for the Electric Vehicle Charging Stations located at the Wheaton Park District Community Center
6. **Asphalt Replacement and Repair Projects Various Locations** – Motion to approve the bid from Chicagoland Paving in the amount of \$140,000 plus a contingency of \$14,000 for identified asphalt replacement projects
7. **Asphalt Replacement Project Arrowhead Loading Dock** - Motion to approve the base bid and alternate bid from Chicagoland Paving in the amount of \$61,250 plus a contingency of \$6,125 for the Arrowhead Golf Club loading dock and adjacent access route asphalt replacement project
8. **Cosley Zoo Restroom Renovation Project** – Motion to approve the bid from Total Pro Construction for \$127,770 with a contingency amount of \$12,777 for the Cosley Zoo restroom renovation project
9. **Cosley Zoo Existing Conditions Assessment** – Motion to approve the proposal from BKP Architects in the amount of \$28,500 and up to \$4,800 in reimbursable expenses for the completion of the Cosley Zoo Existing Conditions Assessment
10. **Northside Park Basketball Court Renovation and Pickleball Courts Installation Project** – Motion to approve Change Order #1 resulting in an additional expense of \$32,240 with Chicagoland Paving for the Northside Park Basketball Court Renovation and Pickleball Courts Installation Project
11. **Central Athletic Center Kale Gym Floor Replacement Project** – Motion to approve Change Order #2 resulting in an additional expense of \$18,850 with HDI Enterprises LLC for the Central Athletic Center Kale Gym Floor Replacement Project
12. **Arrowhead Recycling Services Contract** – Motion to approve a change in vendor for Arrowhead Golf Club recycling services to Groot Industries resulting in an additional expense of \$1,353.48 per year.



Wheaton Park District

REPORTS FROM STAFF

- Executive Director
- 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) The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c) (3).
- c) Purchase or lease of real property, 5ILCS 120/2 (c) (5)
- d) Setting of price for sale or lease of property owned by the public body, 5ILCS 120/2 (c) (6)
- e) Pending, probable or imminent litigation, 5ILCS 120/2 (c) (11)
- f) 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



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting Minutes

Wednesday August 21, 2024, 5:00 p.m.

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

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

Commissioner Pecharich was absent

PRESENTATIONS

None

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,858,111.51 for the period beginning, July 10, 2024, and ending, August 13, 2024
- B. Approval of the Disbursements totaling \$506,151.55 for the period beginning, July 10, 2024, and ending, August 13, 2024
- C. Approval of Board Meeting Minutes July 17, 2024
- D. Approval of Subcommittee Meeting Minutes August 14, 2024
- E. Approval of Amended 2024 Committee Meeting Schedule

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Vires. No discussion

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Welker Vires, Kelly

Nays: None

Abstain: None

Absent: Pecharich

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Hawthorne Junction Park Playground Equipment Purchase

Commissioner Frey moved to approve a purchase contract with Illinois at Play for the Hawthorne Junction Park Playground Equipment in the amount of \$40,000. Seconded by Commissioner Barrett.

President Kelly asked if this is being installed in house. Director of Parks & Planning Sperrl stated it was.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Welker Vires, Kelly

Nays: None

Abstain: None

Absent: Pecharich

2. Toohey Park Preschool Carpet Replacement

Commissioner Barrett moved to accept the quote from DeSitter Flooring for carpet installation at the Toohey Park Preschool building in the amount of \$22,811.50. Seconded by Commissioner Frey. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Welker Vires, Kelly

Nays: None

Abstain: None

Absent: Pecharich

3. Briar Patch Park Shelter Siding Replacement –

Commissioner Mee moved to accept the quote from the Wallfill Company for siding installation on the Briar Patch Park Shelter building in the amount of \$24,765. Seconded by Commissioner Vires. No discussion. Motion passed by voice vote.

4. Cosley Zoo Staff and Overflow Parking Lot

Commissioner Barrett moved to approve an Additional Design Services Proposal from Wight Engineering in the amount of \$19,875. Seconded by Commissioner Frey. No discussion.

Motion passed by voice vote.

5. Ordinance 2024-06

Commissioner Vires moved to approve of an Ordinance Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District. Seconded by Commissioner Barrett. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Welker Vires, Kelly

Nays: None

Abstain: None

Absent: Pecharich

REPORTS FROM STAFF

Executive Director Benard thanked his staff for a fantastic busy summer season.

President Kelly stated that the Community Center punch list is almost complete. The parts for the lockers are coming in next week. The saunas were fixed, and the new timers are installed. He said that the asphalt at Northside Park pickleball courts is holding up better than anticipated.

Commissioner Welker stated that athletics is in full swing, and she appreciates all the hard work staff puts into it.

Commissioner Mee stated that the Colsey Classic Outing went well, he thanked all the sponsors. He commended Arrowhead staff on the increase in golf rounds from last year, and the 47 events that banquets have hosted this year. He commended the Wheaton United girls soccer team for taking 2nd place in the entire nation. He was pleased with the increase in the fitness center memberships. He acknowledged the Cosley Foundation on the \$22,000 increase in donations from this time last year.

CLOSED SESSION

- a) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, 5ILCS 120/2 (c) (1)
- b) The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c) (3).
- c) Purchase or lease of real property, 5ILCS 120/2 (c) (5)
- d) Setting of price for sale or lease of property owned by the public body, 5ILCS 120/2 (c) (6)
- 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)

CLOSED SESSION

At 5:11 p.m., Commissioner Mee moved to adjourn to closed session for the purpose of Pending, probable or imminent litigation, 5ILCS 120/2 (c) (11) Commissioner Vires seconded.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Welker Vires, Kelly

Nays: None

Abstain: None

Absent: Pecharich



Wheaton Park District

**Wheaton Park District Board of Commissioners
Local Government Efficiency Committee Meeting Minutes
Wednesday September 4, 2024, 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER

President Kelly called the meeting to order at 5:00 p.m., Commissioner Frey, Commissioner Mee, Commissioner Pecharich, Commissioner Vires, Commissioner Welker, Public Committee Member Marty Keller, and Public Committee Member Matt Szfranski were present.

Commissioner Barrett was absent

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Director of Parks & Planning Sperl, Superintendent of Planning Hinchee, Finance Director Simpson, Assistant Finance Director Meger, Director of Recreation Beyer, and Director of Arrowhead Operations Novak

COMMUNITY INPUT

There was no community input or public comment.

DISCUSSION ITEMS

1. Review of Committee Purpose.

Executive Director Benard stated that the Decennial Committees on Local Government Efficiency Act, 50 ILCS 70/1, *et seq.*, requires units of local government that levy any tax, including park districts, forest preserve districts, and conservation districts, to form a committee to study local government efficiencies and issue a report to the county board in which the unit of local government is situated.

Benard reviewed the park district's Government Directory that gives a high-level overview of the district and is available at all our facilities. It includes a block diagram, our mission, vision, and values statement, FOIA process a QR code to the transparency portal where people can access public documents online. This provides efficiency to the public who are interested in accessing information about the Wheaton Park District.

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2. Review of Committee Deliverable

Benard stated that IAPD provided member districts with a model report to assist members with meeting this obligation. Benard asked the committee to review the model report and to provide feedback concerning additional reporting recommendations. Matt Szafranski had previously shared some related resources from the private financial sector with Benard. Benard reviewed a list of current Intergovernmental Agreements (IGA's) that the park district has in place with other local and regional partners as evidence of efficiency. Examples include the park district partnership with DuPage County for the operation of the museum, our Park School Usage IGA with CUSD 200, land use agreements with the City of Wheaton and WDSRA. Another example of efficiency is our event partnership model with local non-profit partners including the Lions, the Chamber of Commerce and Rotary. The district also engages a substantial number of volunteers annually and uses joint purchasing agreements which are additional avenues of efficiency. He asked the group to share ideas on potential intergovernmental, non-profit, or private sector partnerships that would contribute to operational efficiency. Benard also highlighted avenues for communication with and transparency to the Community as an area for review and feedback. Benard also provided examples of mandates from State, regional and local government to be reviewed that may be impacting the efficiency of the Wheaton Park District.

Marty Keller asked Benard for report examples from other park districts for review. Commissioner Frey asked when the feedback requested was due. Benard stated that initial feedback on the items reviewed today would be appreciated by September 20. Commissioner Welker asked what other park districts would be comparable to us in population, services, and amenities. Benard said Highland Park, Skokie, Arlington Heights, Wilmette, and Naperville. Welker asked if there were any more locals that were comparable. Benard stated that it would be helpful to review the reports completed by our partners within the WDSRA membership.

3. Review of Committee Work Plan

The committee will review complied materials and recommendations over the next two months. Additional data collection methods will be explored over the next two months. Staff will draft sections of the model report for review and edit by the committee over the next three months toward final approval in December 2024.

ADJOURNMENT

At 5:20 p.m. Commissioner Vires moved to adjourn the meeting Seconded by Commissioner Vires.

Motion carried by Roll Call Vote

Ayes: Frey, Mee, Pecharich, Vires, Welker, Kelly, Marty Keller, Matt Szfranski

Nays: None

Absent: Barrett

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Accounts Payable

Checks Approval Document



User: rtucker
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Wheaton Park District

Board of Commissioners Report From the Period Beginning August 14, 2024 and Ending September 10, 2024.

Fund	Description	Amount
10	General	91,615.72
20	Recreation	347,704.74
22	Cosley Zoo	14,258.70
23	Liability	47,978.61
24	Audit	2,500.00
40	Capital Projects	430,663.33
60	Golf Fund	416,866.72
70	Information Technology	2,631.47
75	Health Insurance	4,183.25
Report Total:		1,358,402.54

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 September 18, 2024.

(Treasurer)

(Secretary)

Accounts Payable

Checks Approval List

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Wheaton Park District

Board of Commissioners Report From the Period Beginning August 14, 2024 and Ending September 10, 2024

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	Gloves	242558	PSI718009	082.08.2024	10-101-000-53-5316-000C	206.71
Vendor Total:									206.71
00025	Allen Lock & Key	855	Exterior Door Service Call		242563	2927	082.08.2024	10-101-856-52-5210-000C	120.00
Vendor Total:									120.00
00042	Anderson Elevator Co.	PSC Monthly Elevator Inspection August 2024	242645	INV-91223-Q1P1	083.08.2024	10-101-000-52-5211-000C	166.00		
		Museum Monthly Elevator Inspection August 20	242645	INV-91224-F7X8	083.08.2024	10-101-854-52-5211-000C	227.00		
Vendor Total:									393.00
00068	AT&T Mobility	945-7726 M. Benard	071824-081724	242829	877051597_0824	091.09.2024	10-000-000-52-5265-000C	50.10	
		300-4503 D. Siciliano	071824-081724	242829	877051597_0824	091.09.2024	10-000-000-52-5265-000C	50.11	
		234-1025 Parks Tablet 8	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	23.24	
		234-2925 Martha H	071824-081724	242829	877051597_0824	091.09.2024	10-419-000-52-5265-000C	75.30	
		251-5866 Events Tablet 10	071824-081724	242829	877051597_0824	091.09.2024	10-000-415-52-5265-000C	23.24	
		251-8452 Tablet 11 Events	071824-081724	242829	877051597_0824	091.09.2024	10-000-415-52-5265-000C	23.24	
		346-9175 Tablet 7 Ex Director	071824-081724	242829	877051597_0824	091.09.2024	10-000-000-52-5265-000C	32.47	
		386-1562 Parks Dept	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	8.42	
		386-1616 Parks Dept	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	5.78	
		464-0161 R. Sperl	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	75.30	
		639-8267 Parks Dept	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	5.60	
		639-8599 Parks Dept	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	75.30	
		639-8783 K. Flynn	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	50.10	
		917-4832 P. Stanczak	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	75.29	
		240-0798 Hot Spot 1 Events	071824-081724	242829	877051597_0824	091.09.2024	10-000-415-52-5265-000C	43.23	
		815-1067 Sandra S	071824-081724	242829	877051597_0824	091.09.2024	10-419-000-52-5265-000C	50.10	
		815-6705 Events iPad	071824-081724	242829	877051597_0824	091.09.2024	10-000-416-52-5265-190C	23.24	
		815-6706 Events iPad	071824-081724	242829	877051597_0824	091.09.2024	10-000-416-52-5265-190C	23.24	
		815-6707 Events iPad	071824-081724	242829	877051597_0824	091.09.2024	10-000-416-52-5265-190C	23.24	
		234-8725 Lauren C	071824-081724	242829	877051597_0824	091.09.2024	10-000-415-52-5265-000C	50.11	
		234-8452 Parks Tablet 21	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	23.24	
		346-0577 Security 7 Gables	071824-081724	242829	877051597_0824	091.09.2024	10-101-000-52-5265-000C	83.24	
Vendor Total:									893.13
00070	AT&T Internet	Parks 1000 Manchester Rd	080224-090124	242647	327168134_0924	083.08.2024	10-101-000-52-5262-000C	109.94	
		855 W Prairie Ave	080824-090724	242717	327242595_0924	084.08.2024	10-000-856-52-5262-000C	109.94	
Vendor Total:									219.88
00164	Carol Stream Lawn and Power	Carburetor		242837	517085	091.09.2024	10-101-000-53-5315-000C	238.38	
Vendor Total:									238.38

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
00192	City of Wheaton			SES Weekend 2	242655	513205	083.08.2024	10-000-416-52-5241-190€	3,188.95
				SES Weekend 3	242655	513206	083.08.2024	10-000-416-52-5241-190€	1,422.89
				July 3 Police Fees	242655	513207	083.08.2024	10-000-416-52-5241-1902	1,445.14
				July Board Meeting	242839	513218	091.09.2024	10-000-000-54-5401-000€	103.33
				August Board Meeting	242839	513219	091.09.2024	10-000-000-54-5401-000€	101.67
Vendor Total:									6,261.98
00193	City of Wheaton			Prairie Path Park 070924-080624	242656	0004420000_0824	083.08.2024	10-000-000-52-5264-000€	34.88
				Hurley Park 070924-080624	242656	0021856000_0824	083.08.2024	10-000-000-52-5264-000€	43.36
				Parks & Planning 070824-080524	242656	0029220000_0824	083.08.2024	10-101-000-52-5264-000€	375.84
				W W Stevens Park 070824-080524	242656	0055220100_0824	083.08.2024	10-000-000-52-5264-000€	20.76
				855 Prairie 070824-080524	242656	0310060201_0824	083.08.2024	10-000-856-52-5264-000€	441.37
				Central Pk 070824-080524	242656	0366270000_0824	083.08.2024	10-000-000-52-5264-000€	64.56
				Kelly Park/Edison 070924-080624	242656	0370840000_0824	083.08.2024	10-000-000-52-5264-000€	144.54
				DC Hist Museum 070824-080524	242656	0396760000_0824	083.08.2024	10-430-000-52-5264-000€	20.85
				DC Hist Museum 070824-080524	242656	0396760000_0824	083.08.2024	10-000-000-52-5264-000€	48.65
				Northside Park 070824-080524	242656	0402460000_0824	083.08.2024	10-000-000-52-5264-000€	725.39
				Memorial Park 070824-080524	242656	0417770200_0824	083.08.2024	10-000-000-52-5264-000€	640.12
				Seven Gables Park 070924-080624	242656	0500620100_0824	083.08.2024	10-000-000-52-5264-000€	635.11
				Scottdale Park 070924-080624	242656	0551600000_0824	083.08.2024	10-000-000-52-5264-000€	54.68
				Briar Patch Park 070924-080624	242656	0642091600_0824	083.08.2024	10-000-000-52-5264-000€	35.07
				Briar Patch Park 070924-080624	242656	0642091700_0824	083.08.2024	10-000-000-52-5264-000€	140.52
				Triangle Park 070824-080524	242656	0666060100_0824	083.08.2024	10-000-000-52-5264-000€	30.11
				Hillside Park 070924-080624	242656	0670480200_0824	083.08.2024	10-000-000-52-5264-000€	18.64
				Sunnyside Park 070924-080624	242656	0674020000_0824	083.08.2024	10-000-000-52-5264-000€	28.71
				Hoffman Park 070824-080524	242656	0693200000_0824	083.08.2024	10-000-000-52-5264-000€	81.71
				Briarknoll Park 070924-080624	242656	0922450100_0824	083.08.2024	10-000-000-52-5264-000€	18.64
Vendor Total:									3,603.51
00323	Government Navigation Group			Consulting Services August 2024	242852	2135	091.09.2024	10-000-000-52-5205-000€	1,333.34
Vendor Total:									1,333.34
00406	Commonwealth Edison			Seven Gables 071624-081424	242658	0991719000_0824	083.08.2024	10-000-000-52-5260-000€	18.96
Vendor Total:									18.96
00409	Communications Direct Inc			SES 2024	242576	RN181334	082.08.2024	10-000-416-52-5241-190€	490.00
Vendor Total:									490.00
00417	Constellation NewEnergy Inc			855 Prairie 071924-081924	242841	0691982511_0824	091.09.2024	10-000-856-52-5260-000€	870.34
				Memorial Park 071124-080924	242660	1672863127_0824	083.08.2024	10-000-000-52-5260-000€	25.65
				DC History Museum 071124-081224	242660	2223556711_0824	083.08.2024	10-430-000-52-5260-000€	472.49
				DC History Museum 071124-081224	242660	2223556711_0824	083.08.2024	10-000-000-52-5260-000€	1,102.48
				Parks & Planning 071724-081524	242739	2281477017_0824	084.08.2024	10-101-000-52-5260-000€	898.36
				O S Park Rd 072524-082324	242841	2544728123_0824	091.09.2024	10-000-000-52-5260-000€	505.18
				Seven Gables Park 071824-081424	242739	2987179184_0824	084.08.2024	10-000-000-52-5260-000€	73.85
				Northside Park 071824-081624	242739	3161505548_0824	084.08.2024	10-000-000-52-5260-000€	80.22
				Main Street Tennis Lighting 071124-080924	242660	3637111319_0824	083.08.2024	10-000-000-52-5260-000€	16.22
				Northside Park 071824-081624	242739	6376364783_0824	084.08.2024	10-000-000-52-5260-000€	91.55
				Overpass Bridge 071824-081624	242739	6644041352_0824	084.08.2024	10-000-000-52-5260-000€	67.58
				C L Herrick Park 011824-022224	242841	6906430867_0224	091.09.2024	10-000-000-52-5260-000€	25.16
				C L Herrick Park 071924-081924	242841	6906430867_0824	091.09.2024	10-000-000-52-5260-000€	49.59

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Hurley Park 071624-081424				242739	8947182203_0824	084.08.2024	10-000-000-52-5260-000C	26.25
	Briar Patch Park 071524-081324				242739	9950680645_0824	084.08.2024	10-000-000-52-5260-000C	57.11
								Vendor Total:	4,362.03
00418	Conserv FS Inc.								
	Straw Blankets				242577	6433889	082.08.2024	10-101-000-53-5331-000C	175.00
	Supplies				242738	6433999	084.08.2024	10-101-000-53-5331-000C	231.00
								Vendor Total:	406.00
00655	NAPCO STEEL INC.								
	Machinery Supplies				242607	475376	082.08.2024	10-101-000-53-5315-000C	116.75
								Vendor Total:	116.75
00671	NCPERS - IL IMRF - 0817								
	09-2024 NCPERS				242775	0817092024	084.08.2024	10-000-000-21-2130-000C	176.00
								Vendor Total:	176.00
00680	Northern Illinois Gas Company								
	855 Prairie 071724-081624				242776	0402035172_0824	084.08.2024	10-000-856-52-5261-000C	44.38
	Parks & Planning 061124-071124				242609	0460407175_0724	082.08.2024	10-101-000-52-5261-000C	143.94
	Parks & Planning 071124-081224				242682	0460407175_0824	083.08.2024	10-101-000-52-5261-000C	146.79
	855 Prairie 071724-081624				242776	0693040819_0824	084.08.2024	10-000-856-52-5261-000C	44.38
	855 Prairie 071124-081224				242682	0835554754_0824	083.08.2024	10-000-856-52-5261-000C	45.18
	855 Prairie 071724-081624				242776	1366082885_0824	084.08.2024	10-000-856-52-5261-000C	44.38
	855 Prairie 071724-081624				242776	5076137885_0824	084.08.2024	10-000-856-52-5261-000C	44.38
	DC History Museum 061324-071524				242609	5389121000_0724	082.08.2024	10-430-000-52-5261-000C	136.33
	DC History Museum 061324-071524				242609	5389121000_0724	082.08.2024	10-000-000-52-5261-000C	318.10
	DC History Museum 071524-081424				242682	5389121000_0824	083.08.2024	10-430-000-52-5261-000C	134.40
	DC History Museum 071524-081424				242682	5389121000_0824	083.08.2024	10-000-000-52-5261-000C	313.59
								Vendor Total:	1,415.85
00742	Pepsi Beverages Company								
	SES and Rental 2024				242613	25873757	082.08.2024	10-000-416-53-5346-190C	800.60
								Vendor Total:	800.60
00792	Reinders Inc								
	Machinery Parts				242873	6058837-00	091.09.2024	10-101-000-53-5315-000C	699.65
								Vendor Total:	699.65
00796	REXFORD RAND CORPORATION								
	Deodorizer for Restrooms				242691	108842	083.08.2024	10-101-000-53-5316-000C	710.00
								Vendor Total:	710.00
00864	Production Plus Graphics Inc								
	Sign Shop Supplies				242785	CG-381007	084.08.2024	10-101-000-53-5314-000C	796.51
								Vendor Total:	796.51
01003	Vermeer Illinois Inc.								
	Stock Filters				242884	PM2913	091.09.2024	10-101-000-53-5315-000C	47.36
	Stock Filters				242884	PM2914	091.09.2024	10-101-000-53-5315-000C	34.90
								Vendor Total:	82.26
01023	Waste Management of Illinois Inc								
	Parks & Planning 07/01/24-07/31/24				242635	207653823005_0724	082.08.2024	10-101-000-52-5263-000C	2,369.35
								Vendor Total:	2,369.35

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
02243	Holsteins Garage			State Safety Inspection	242594	3195	082.08.2024	10-101-000-52-5210-000C	90.00
									Vendor Total:
									90.00
02265	Parts Town			Atten Ice Machine	242686	2103090911	083.08.2024	10-101-000-53-5311-000C	69.60
									Vendor Total:
									69.60
02875	Most Dependable Fountains Inc.			Parts	242681	INV80180	083.08.2024	10-101-000-53-5311-000C	239.00
									Vendor Total:
									239.00
03085	Nalco Company LLC			Water Treatment	242864	6660288836	091.09.2024	10-101-854-52-5211-000C	848.01
									Vendor Total:
									848.01
03163	Advanced Turf Solutions			Irrigation Parts	242824	SO1212916	091.09.2024	10-101-000-53-5331-000C	212.70
									Vendor Total:
									212.70
03248	Atlas Bobcat Inc.			PSC 62591 Equipment 1205	242718	HT6480	084.08.2024	10-101-000-53-5315-000C	149.46
				Stock	242718	HT6548	084.08.2024	10-101-000-53-5315-000C	406.81
									Vendor Total:
									556.27
03355	First Illinois Systems Inc.			Pest Control August 2024	242587	38380	082.08.2024	10-430-000-52-5210-000C	108.00
									Vendor Total:
									108.00
03405	Advantage Auto Leasing Inc.			Equipment T2605	242642	103391	083.08.2024	10-101-000-53-5315-000C	135.00
				PSC 61389	242642	103400	083.08.2024	10-101-000-53-5315-000C	71.68
				Stock	242714	103560	084.08.2024	10-101-000-53-5315-000C	102.49
				PSC 61390 Stock	242825	103886	091.09.2024	10-101-000-53-5315-000C	129.18
				PSC 61390 Stock	242825	103887	091.09.2024	10-101-000-53-5315-000C	8.85
									Vendor Total:
									447.20
03406	DuPage County Historical Society			150 DuPage Roots Book	242583	24-2022	082.08.2024	10-000-000-14-1433-000C	5,400.00
									Vendor Total:
									5,400.00
03481	Tressler LLP			Services through 04/30/24	242630	487394	082.08.2024	10-000-000-52-5207-000C	1,642.66
									Vendor Total:
									1,642.66
03719	National Engravers Inc			Name Tag	242865	114272	091.09.2024	10-000-415-53-5302-000C	18.95
									Vendor Total:
									18.95
03754	Comcast Cable			DC History Museum 082224-092124	242657	87712040736543_05	083.08.2024	10-000-000-52-5262-000C	119.85
				Prairie 080524-090424	242575	87712047035906_05	082.08.2024	10-000-856-52-5262-000C	251.85
				Parks Services 081724-091624	242657	87712047526761_05	083.08.2024	10-101-000-52-5262-000C	119.85
									Vendor Total:
									491.55
04109	Power Up Batteries LLC.								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
PSC 62174	Equipment 2172				242784	P75236814	084.08.2024	10-101-000-53-5315-000C	40.30
	Equip 1710 PSC 62745				242784	P75245066	084.08.2024	10-101-000-53-5315-000C	249.99
	Equip 1764 PSC 62746				242784	P75261753	084.08.2024	10-101-000-53-5315-000C	49.35
Vendor Total:									339.64
04267	Martin Whalen Group Inc								
	Prairie - HR 072824-082724				242863	70550_0824	091.09.2024	10-418-000-52-5211-000C	12.31
	Prairie - HR 082824-092724				242863	70550_0924	091.09.2024	10-418-000-52-5211-000C	12.31
	Prairie - Payroll 072824-082724				242863	70562_0824	091.09.2024	10-419-000-52-5211-000C	19.90
	Prairie - Payroll 082824-092724				242863	70562_0924	091.09.2024	10-419-000-52-5211-000C	19.90
	Prairie-Finance 072824-082724				242863	76404_0824	091.09.2024	10-419-000-52-5211-000C	46.79
	Prairie-Finance 082824-092724				242863	76404_0924	091.09.2024	10-419-000-52-5211-000C	46.79
	Museum 072824-082724				242863	MW82277_0824	091.09.2024	10-000-000-52-5211-000C	51.77
	Museum 082824-092724				242863	MW82277_0924	091.09.2024	10-000-000-52-5211-000C	51.77
	Parks 072824-082724				242863	MW82522_0824	091.09.2024	10-101-000-52-5211-000C	139.62
	Parks 082824-092724				242863	MW82522_0924	091.09.2024	10-101-000-52-5211-000C	139.62
	Prairie 072824-082724				242863	MW82571_0824	091.09.2024	10-000-856-52-5211-000C	93.43
	Prairie 082824-092724				242863	MW82571_0924	091.09.2024	10-000-856-52-5211-000C	93.43
Vendor Total:									727.64
04895	Quadient Leasing USA Inc.								
	Postage Machine Lease				242616	Q1425448	082.08.2024	10-000-856-52-5220-000C	488.55
Vendor Total:									488.55
04896	Quadient Finance USA Inc.								
	Funded Postage Machine 7900044036659674				242872	790004403665967	091.09.2024	10-000-000-53-5304-000C	999.81
Vendor Total:									999.81
05050	Wheaton Mulch Inc.								
	Top Soil				242819	24-3475	084.08.2024	10-101-000-53-5331-000C	43.00
Vendor Total:									43.00
05261	Hi Fi Events Inc.								
	Burning Red Show SES 07/19/24				242855	WPD07192024REN	091.09.2024	10-000-416-52-5241-190C	850.00
	Summer Entertainment Series July 2024				242855	WPD0731312024	091.09.2024	10-000-416-52-5241-190C	3,600.00
Vendor Total:									4,450.00
05319	Rotary Club of Central DuPage AM								
	Rotary - Fun Run Proceeds				242795	081624	084.08.2024	10-000-416-54-5411-1908	13,182.34
Vendor Total:									13,182.34
05384	Bowen, Timothy Dana								
	PlayWell LEGO Summer Camp				242833	DB25426	091.09.2024	10-430-000-52-5210-000C	8,405.00
	PlayWell LEGO Summer Camp				242722	DB25660	084.08.2024	10-430-000-52-5210-000C	3,400.00
Vendor Total:									11,805.00
05540	Performance Chemical & Supply								
	Museum Vacuum				242614	306488	082.08.2024	10-101-854-53-5316-000C	656.58
Vendor Total:									656.58
05733	Steiner Electric Company								
	Mary Lubko Electrical				242696	S007619407.001	083.08.2024	10-101-000-53-5312-000C	64.73
Vendor Total:									64.73
05747	Landscape Material & Firewood Sales Inc.								
	Toohey Drainage				242768	57564	084.08.2024	10-101-000-53-5331-000C	138.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Mulch for Prairie Path Park				242678	59772	083.08.2024	10-101-000-53-5331-000C	818.00
								Vendor Total:	956.00
05765	Luetkehans, Phillip								
	Cosley Parking Lot through 06/30/24				242601	12	082.08.2024	10-000-000-52-5207-000C	557.46
	General Matters through 07/23/24				242601	84	082.08.2024	10-000-000-52-5207-000C	924.00
								Vendor Total:	1,481.46
05995	Showalter Roofing Service Inc								
	PSC Roof Repair				242876	45820	091.09.2024	10-101-000-52-5210-000C	390.00
								Vendor Total:	390.00
06121	Zoro Tools Inc								
	Concrete Screws				242640	INV14647584	082.08.2024	10-101-000-53-5334-000C	98.29
	Filters for Vac				242712	INV14661817	083.08.2024	10-101-000-53-5316-000C	59.96
								Vendor Total:	158.25
06250	LRS Holdings LLC								
	Parks & Planning 090124-093024				242861	47783.4 PSC_0924	091.09.2024	10-101-000-52-5263-000C	47.95
								Vendor Total:	47.95
06308	Westlake Hardware Inc								
	Carpentry Supplies				242888	12511028	091.09.2024	10-101-000-53-5314-000C	67.41
	Electrical Supplies				242888	12511039	091.09.2024	10-101-000-53-5312-000C	4.77
	Machinery Supplies				242888	12511050	091.09.2024	10-101-000-53-5315-000C	9.59
	Bulk Fasteners				242888	12511073	091.09.2024	10-101-000-53-5334-000C	16.14
	Clocktower Rock				242888	12511112	091.09.2024	10-101-000-53-5331-000C	29.95
	LM Mulch for Play Area				242888	12511114	091.09.2024	10-101-000-53-5331-000C	29.95
	Plumbing Supplies				242888	12511116	091.09.2024	10-101-000-53-5311-000C	13.99
	Machinery Supplies				242888	12611711	091.09.2024	10-101-000-53-5315-000C	21.99
	Carpentry Supplies				242888	12611714	091.09.2024	10-101-000-53-5314-000C	28.46
	Paint Supplies				242888	12611721	091.09.2024	10-101-000-53-5347-000C	36.98
	Gables Retaining Wall				242888	12611735	091.09.2024	10-101-000-53-5314-000C	36.76
	Bulk Fasteners				242888	12611740	091.09.2024	10-101-000-53-5334-000C	14.32
	Supplies				242888	12611741	091.09.2024	10-101-000-53-5316-000C	52.35
	AED Paint				242888	12611762	091.09.2024	10-101-000-53-5347-000C	7.99
	Carpentry Supplies				242888	12611765	091.09.2024	10-101-000-53-5314-000C	12.99
	Bulk Fasteners				242888	12611769	091.09.2024	10-101-000-53-5315-000C	90.20
	Credit for Bulk Fasteners				242888	12611770	091.09.2024	10-101-000-53-5315-000C	-79.20
	Hardware Supplies				242888	12611804	091.09.2024	10-101-000-53-5334-000C	21.40
	Electrical Supplies				242888	12611807	091.09.2024	10-101-000-53-5312-000C	61.97
	Hardware Supplies				242888	12611821	091.09.2024	10-101-000-53-5334-000C	248.00
								Vendor Total:	726.01
06539	Runco Office Supply & Equipment Co								
	Supplies for Stock				242693	943848-0	083.08.2024	10-000-856-53-5302-000C	62.40
	Finance Folders				242693	944602-0	083.08.2024	10-000-856-53-5302-000C	74.59
	Folders for Finance				242693	944995-0	083.08.2024	10-000-856-53-5302-000C	25.98
								Vendor Total:	162.97
06542	Peerless Network Inc								
	Admin 081524-091424				242687	66174_0924	083.08.2024	10-000-000-52-5262-000C	245.64
								Vendor Total:	245.64
06630	Buckeye International Inc.								
	Soap				242834	90603294	091.09.2024	10-101-000-53-5313-1904	360.57

Fund Description
Vendor No Vendor Name

Line Item Description Check No Invoice Number Batch Number GL Account Number Amount

Vendor Total: 360.57

06674	Lingo Communications LLC					
Admin 080424-090324		242600	34062191	082.08.2024	10-000-000-52-5262-000C	26.82
HR 080424-090324		242600	34062191	082.08.2024	10-418-000-52-5262-000C	148.66
Parks 080424-090324		242600	34062191	082.08.2024	10-101-000-52-5262-000C	296.80
Finance 080424-090324		242600	34062191	082.08.2024	10-419-000-52-5262-000C	148.66

Vendor Total: 620.94

06726	Dearborn Life Insurance Company					
Voluntary Life Insurance September 2024		242743	F024990-1 0924	084.08.2024	10-000-000-21-2130-000C	931.83

Vendor Total: 931.83

06985	Floods Royal Flush Inc.					
Portable Units SES 2024 06/21/24-06/22/24		242588	134974	082.08.2024	10-000-416-52-5241-190C	1,662.60
Portable Units Graf Park 07/04/24		242588	134976	082.08.2024	10-000-416-52-5241-1902	1,698.30
Portable Units SES 2024 07/19/24-07/20/24		242588	134980	082.08.2024	10-000-416-52-5241-190C	1,662.60
Portable Units SES 2024 08/02/24-08/03/24		242588	134981	082.08.2024	10-000-416-52-5241-190C	1,662.60
Portable Units NW Park Rental 2024		242588	134982	082.08.2024	10-000-416-52-5241-190C	780.30
Portable Units SES 2024 08/16/24-08/17/24		242588	134983	082.08.2024	10-000-416-52-5241-190C	1,662.60
Portable Units SES 2024 08/19/24		242588	134984	082.08.2024	10-000-416-52-5241-190C	204.00
Portable Units Shakespeare in the Park 082924-C		242847	134985	091.09.2024	10-000-416-52-5241-1907	1,968.60
Portable Units Pickle Ball Court		242588	137666	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Briar Patch		242588	137882	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Kelly Park		242588	137893	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Rathje Park		242588	137895	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Sensory Garden		242588	138253	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Central Pickleball		242588	138811	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Kelly Park		242588	138980	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Rathje Park		242588	138982	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Sensory Garden		242588	139357	082.08.2024	10-101-000-52-5211-000C	204.00
Portable Units Veggiefest		242749	139407	084.08.2024	10-101-000-52-5210-000C	200.00
Portable Units SES 08/25/24		242847	139436	091.09.2024	10-000-416-52-5241-190C	698.00

Vendor Total: 14,035.60

07046	Wilkin, Carolyn					
Mileage Reimbursement 062624-082324		242821	082324	084.08.2024	10-000-415-54-5422-000C	139.96

Vendor Total: 139.96

07066	The Home City Ice Company					
SES 2024		242701	7642240482	083.08.2024	10-000-416-53-5346-190C	230.00

Vendor Total: 230.00

07149	ODP Business Solutions LLC					
Office Supplies		242683	380074475001	083.08.2024	10-000-000-53-5302-000C	123.10
Office Supplies		242683	380157771001	083.08.2024	10-000-000-53-5302-000C	44.54
Office Supplies		242777	380157774001	084.08.2024	10-000-000-53-5302-000C	7.91

Vendor Total: 175.55

07167	Cali, Lauren					
Mileage Reimbursement 062824-082624		242726	082624	084.08.2024	10-000-415-54-5422-000C	75.38

Vendor Total: 75.38

07219	J & D DOOR SALES INC					
Service Call		242596	121311	082.08.2024	10-101-000-52-5210-000C	155.00

Fund	Description	Vendor No	Vendor Name	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:								155.00
07251	Colliflower							
	Machinery Supplies			242574	02402033	082.08.2024	10-101-000-53-5315-000C	51.25
	Machinery Supplies			242574	02402074	082.08.2024	10-101-000-53-5315-000C	21.67
Vendor Total:								72.92
07311	USSI RENTALS INC							
	Equipment 1116			242812	7001662-IN	084.08.2024	10-101-000-52-5210-000C	395.00
Vendor Total:								395.00
07541	Cylinders Inc							
	Machinery Supplies			242581	14778	082.08.2024	10-101-000-53-5315-000C	614.44
Vendor Total:								614.44
07546	Romero, Jesus							
	Reissue PR# 29929 8/9/24			242692	081424	083.08.2024	10-000-000-25-2581-000C	445.13
Vendor Total:								445.13
07552	Hoder, Timothy C.							
	Side Project Band 08/25/24			242856	082724	091.09.2024	10-000-416-52-5241-190C	300.00
Vendor Total:								300.00
07750	Neal, Jennifer Nickole							
	Nicki Neal Band 08/25/24			242866	082724	091.09.2024	10-000-416-52-5241-190C	300.00
Vendor Total:								300.00
Fund Total:								91,615.72
20	Recreation							
00042	Anderson Elevator Co.							
	CC Monthly Elevator Inspection August 2024			242645	INV-91225-T6J0	083.08.2024	20-101-220-52-5211-000C	204.00
	CAC Monthly Elevator Inspection August 2024			242645	INV-91226-M3B4	083.08.2024	20-101-225-52-5211-000C	206.00
Vendor Total:								410.00
00068	AT&T Mobility							
	346-5702 M. Wrobel 071824-081724			242829	877051597_0824	091.09.2024	20-000-203-52-5265-000C	50.11
	251-0735 MLC Travel 071824-081724			242829	877051597_0824	091.09.2024	20-000-304-52-5265-000C	50.11
	232-9893 Hot Spot 3 Athletics 071824-081724			242829	877051597_0824	091.09.2024	20-000-205-52-5265-000C	43.23
	232-9894 Hot Spot 2 PFFC 071824-081724			242829	877051597_0824	091.09.2024	20-350-302-52-5265-000C	43.23
	605-1287 Athletics 071824-081724			242829	877051597_0824	091.09.2024	20-000-205-52-5265-000C	75.30
	251-7369 Max Y 071824-081724			242829	877051597_0824	091.09.2024	20-222-232-52-5265-000C	50.11
	536-4138 V. Beyer 071824-081724			242829	877051597_0824	091.09.2024	20-000-200-52-5265-000C	75.30
	346-9428 J. Martinson 071824-081724			242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.30
	768-2406 WPD Wagner 071824-081724			242829	877051597_0824	091.09.2024	20-101-220-52-5265-000C	85.28
	885-4579 D. Shee 071824-081724			242829	877051597_0824	091.09.2024	20-101-000-52-5265-000C	50.09
	885-4684 W. Russell 071824-081724			242829	877051597_0824	091.09.2024	20-222-232-52-5265-000C	50.10
	414-0027 M. Wilhelmi 071824-081724			242829	877051597_0824	091.09.2024	20-000-415-52-5265-000C	75.30
	251-7649 Recreation Tablet 22 071824-081724			242829	877051597_0824	091.09.2024	20-000-200-52-5265-000C	23.24
	234-1813 Chad S 071824-081724			242829	877051597_0824	091.09.2024	20-000-200-52-5265-000C	75.30
	234-5738 Athletics Camp 071824-081724			242829	877051597_0824	091.09.2024	20-000-203-52-5265-000C	75.30
	703-8577 Camp Good Times 071824-081724			242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.29
	234-3260 Camp IDK 071824-081724			242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.30
	234-3791 Camp No Name 071824-081724			242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.30
	234-7531 Camp Mean Green 071824-081724			242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.30
	234-2504 Camp Nature 4-6 071824-081724			242829	877051597_0824	091.09.2024	20-000-112-52-5265-000C	75.30

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				251-2689 Camp Nature 7-9 071824-081724	242829	877051597_0824	091.09.2024	20-000-112-52-5265-000C	75.30
				251-0972 Kelly N 071824-081724	242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.30
				871-1926 Camp Illini 071824-081724	242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.29
				871-1897 Camp Blackhawk 071824-081724	242829	877051597_0824	091.09.2024	20-220-207-52-5265-000C	75.29
				871-1362 Camp Adventure 071824-081724	242829	877051597_0824	091.09.2024	20-000-112-52-5265-000C	75.29
								Vendor Total:	1,650.26
00120	Bill George Youth Football League			BGYFL Football Dues	242566	24-120	082.08.2024	20-221-222-52-5217-000C	779.90
								Vendor Total:	779.90
00151	BSN Sports Inc			Mouthguards	242725	926357893	084.08.2024	20-221-222-53-5302-000C	90.00
								Vendor Total:	90.00
00192	City of Wheaton			July Board Meeting	242839	513218	091.09.2024	20-000-000-54-5401-000C	103.33
				August Board Meeting	242839	513219	091.09.2024	20-000-000-54-5401-000C	101.67
								Vendor Total:	205.00
00193	City of Wheaton			Rathje Park 070924-080624	242656	0007650000_0824	083.08.2024	20-000-000-52-5264-000C	64.12
				Graf Park/Monroe 070824-080524	242656	0034005200_0824	083.08.2024	20-000-000-52-5264-000C	18.64
				Graf Pk/Monroe 070824-080524	242656	0034005300_0824	083.08.2024	20-000-000-52-5264-000C	175.46
				Northside Pool 070824-080524	242656	0052890000_0824	083.08.2024	20-222-231-52-5264-000C	1,799.55
				Northside Pool 070824-080524	242656	0052890100_0824	083.08.2024	20-222-231-52-5264-000C	3,184.83
				Boy Scout Cabin 070824-080524	242656	0052910000_0824	083.08.2024	20-000-000-52-5264-000C	55.02
				Toohey Park 070924-080624	242656	0212470900_0824	083.08.2024	20-000-000-52-5264-000C	203.46
				Atten Park 070924-080624	242656	0280800000_0824	083.08.2024	20-000-000-52-5264-000C	376.45
				Atten Park 070924-080624	242656	0280840800_0824	083.08.2024	20-000-000-52-5264-000C	367.37
				Central Athletic Complex 070824-080524	242656	0366180000_0824	083.08.2024	20-220-225-52-5264-000C	64.50
				Central Athletic Complex 070824-080524	242656	0366190000_0824	083.08.2024	20-220-225-52-5264-000C	408.55
				Clocktower Commons 070824-080524	242656	0367030000_0824	083.08.2024	20-350-303-52-5264-000C	93.05
				Zamboni Storage 070824-080524	242656	0375250000_0824	083.08.2024	20-220-225-52-5264-000C	137.65
				Mary Lubko Center 070824-080524	242656	0417780000_0824	083.08.2024	20-000-304-52-5264-000C	73.70
				Blanchard Building 070924-080624	242656	0443150000_0824	083.08.2024	20-224-234-52-5264-000C	198.97
				Rice Pool 070924-080624	242656	0443170000_0824	083.08.2024	20-222-232-52-5264-000C	11,578.61
				Rice Pool 070924-080624	242656	0443170100_0824	083.08.2024	20-222-232-52-5264-000C	1,025.15
				Rice Pool 070924-080624	242656	0443170200_0824	083.08.2024	20-222-232-52-5264-000C	1,129.27
				Lincoln Marsh 080124-083124	242656	2024004300_0824	083.08.2024	20-000-112-52-5264-000C	158.47
								Vendor Total:	21,112.82
00323	Government Navigation Group			Consulting Services August 2024	242852	2135	091.09.2024	20-000-000-52-5205-000C	1,333.33
								Vendor Total:	1,333.33
00334	Gordon Food Service			Rice Concessions for Resale	242592	960100798	082.08.2024	20-222-232-53-5328-000C	360.27
				Rice Concessions for Resale	242592	960101035	082.08.2024	20-222-232-53-5328-000C	637.47
				Rice Vending	242592	960101172	082.08.2024	20-222-232-53-5351-000C	68.13
				Rice Concession Supplies	242592	960101172	082.08.2024	20-222-232-53-5329-000C	101.52
				Rice Concessions for Resale	242592	960101172	082.08.2024	20-222-232-53-5328-000C	752.92
				Rice Concessions for Resale	242592	960101360	082.08.2024	20-222-232-53-5328-000C	936.74
								Vendor Total:	2,857.05
00335	W W Grainger Inc			Fans Rice Pool	242817	9208097981	084.08.2024	20-101-232-53-5313-000C	96.64

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	V-Belt				242817	9215511040	084.08.2024	20-101-220-53-5313-000C	39.66
	Level Door Holders				242817	9217736835	084.08.2024	20-101-232-53-5313-000C	85.12
								Vendor Total:	221.42
00336	All American Sports Corp								
	Football Shoulder Pads and Helmet Retainer Caps	242644			60519002	083.08.2024		20-221-222-53-5302-000C	2,126.25
	Riddell Helmet Retainer Caps	242644			952147566	083.08.2024		20-221-222-53-5302-000C	39.65
								Vendor Total:	2,165.90
00386	Hagg Press Inc								
	Fall MLC News Printing				242854	121170	091.09.2024	20-000-304-52-5235-000C	1,883.93
	Fall MLC News Printing				242854	121170	091.09.2024	20-220-304-53-5301-5502	109.07
								Vendor Total:	1,993.00
00389	Lynette Havelka								
	Mileage Reimbursement for 070824-072624	242862			072624	091.09.2024		20-224-220-54-5422-000C	26.80
	Mileage Reimbursement for 080224-082324	242862			083124	091.09.2024		20-224-220-54-5422-000C	32.16
								Vendor Total:	58.96
00406	Commonwealth Edison								
	Lincoln Ave 071824-081624	242736			1168888000_0824	084.08.2024		20-000-112-52-5260-000C	148.62
								Vendor Total:	148.62
00417	Constellation NewEnergy Inc								
	Seven Gables Barn 070124-073124	242578			0164589434_0724.2	082.08.2024		20-000-000-52-5260-000C	54.28
	Boy Scout Cabin 071824-081624	242739			1592935669_0824	084.08.2024		20-000-000-52-5260-000C	63.83
	Rathje Park 071724-081524	242739			1844643491_0824	084.08.2024		20-000-000-52-5260-000C	166.03
	Toohey Park 071624-081424	242739			3060201628_0824	084.08.2024		20-000-000-52-5260-000C	597.96
	Northside Pool 071824-081624	242739			4385105356_0824	084.08.2024		20-222-231-52-5260-000C	2,929.68
	Graf Park/Monroe 071524-081324	242739			4628035955_0824	084.08.2024		20-000-000-52-5260-000C	254.67
	Northside Shelter 071824-081624	242739			4840401321_0824	084.08.2024		20-000-000-52-5260-000C	96.55
	Graf Park/Monroe 071524-081324	242739			5780845263_0824	084.08.2024		20-000-000-52-5260-000C	62.90
	Rice Pool 071524-081324	242739			6711329031_0824	084.08.2024		20-222-232-52-5260-000C	6,427.36
	Community Center 071524-081324	242739			6711329031_0824	084.08.2024		20-224-220-52-5260-000C	19,282.10
	Zamboni Storage 070324-080224	242578			6897686035_0824	082.08.2024		20-220-225-52-5260-000C	42.29
	Clocktower Commons 071224-081224	242660			7280418152_0824	083.08.2024		20-350-303-52-5260-000C	304.39
	Atten Park 071524-081324	242739			7352893714_0824	084.08.2024		20-000-000-52-5260-000C	317.70
	Mary Lubko Center 071124-080924	242739			7390588872_0824	084.08.2024		20-000-304-52-5260-000C	813.63
	Girl Scout Cabin 071824-081924	242739			7536396346_0824	084.08.2024		20-000-000-52-5260-000C	32.12
	Central Athletic Complex 071224-081224	242739			9461295322_0824	084.08.2024		20-220-225-52-5260-000C	6,369.14
								Vendor Total:	37,814.63
00418	Conserv FS Inc.								
	Athletic Field	242738			6434239	084.08.2024		20-101-000-53-5349-000C	3,055.00
								Vendor Total:	3,055.00
00453	ILLINOIS AMERICAN WATER CO.								
	Lincoln Marsh 071324-081224	242759			10252100016956_08	084.08.2024		20-000-112-52-5264-000C	27.07
								Vendor Total:	27.07
00481	IWSL								
	Wheaton United Player Passes for IWSL Fall 20:	242761			082324	084.08.2024		20-220-204-52-5280-4457	780.00
								Vendor Total:	780.00
00485	Jeff Ellis and Associates Inc								
	Ellis Audit	242675			20122577	083.08.2024		20-222-231-52-5210-000C	1,450.00

Fund Description
Vendor No Vendor Name

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:						1,450.00
00512	Kantor, Gary					
	Magic Class	242597	080624	082.08.2024	20-220-202-52-5280-2275	174.24
	Magic for Camp	242676	72224	083.08.2024	20-220-207-52-5280-7710	1,200.00
	Magic for Camp	242676	72324	083.08.2024	20-220-207-52-5280-7775	300.00
	Magic for Camp	242676	72324	083.08.2024	20-220-207-52-5280-7776	300.00
	Magic for Camp	242676	72924	083.08.2024	20-220-208-52-5280-8880	600.00
	Magic for Camp	242676	8124	083.08.2024	20-220-207-52-5280-7705	1,000.00
	Magic for Camp	242676	8124	083.08.2024	20-220-207-52-5280-7705	600.00
Vendor Total:						4,174.24
00525	Kirhofers Sports Inc					
	Basketball Supplies	242860	58333	091.09.2024	20-220-204-53-5301-4440	570.00
	Basketball Supplies	242860	58333	091.09.2024	20-220-204-53-5301-4445	350.00
Vendor Total:						920.00
00541	First Student Inc.					
	Bus for Field Trip - Enchanted Castle	242667	SF-199086	083.08.2024	20-220-207-52-5280-7705	1,000.00
	Bus for Field Trip - Enchanted Castle	242667	SF-199086	083.08.2024	20-220-208-52-5280-8880	433.75
	Camp Field Trip 07/24/24	242667	SF-203424	083.08.2024	20-220-203-52-5280-3366	772.50
	Camp Field Trip 07/30/24	242667	SF-206825	083.08.2024	20-220-203-52-5280-3366	772.50
	Field Trip	242747	SF-211956	084.08.2024	20-220-203-52-5280-3366	885.00
Vendor Total:						3,863.75
00680	Northern Illinois Gas Company					
	Central Athletic Complex 061324-071524	242609	1750636993_0724	082.08.2024	20-220-225-52-5261-0000	188.65
	Central Athletic Complex 071524-081424	242682	1750636993_0824	083.08.2024	20-220-225-52-5261-0000	188.67
	Northside Pool 071524-081424	242682	1760958462_0824	083.08.2024	20-222-231-52-5261-0000	679.19
	Rathje Park 061124-071124	242609	1812901000_0724	082.08.2024	20-000-000-52-5261-0000	44.38
	Rathje Park 071124-081224	242682	1812901000_0824	083.08.2024	20-000-000-52-5261-0000	44.38
	Community Center 061024-071024	242609	2245590000_0724	082.08.2024	20-224-220-52-5261-0000	510.93
	Community Center 071024-080924	242682	2245590000_0824	083.08.2024	20-224-220-52-5261-0000	457.02
	Northside Pool 061324-071524	242609	3774221000_0724	082.08.2024	20-222-231-52-5261-0000	45.98
	Northside Pool 071524-081424	242682	3774221000_0824	083.08.2024	20-222-231-52-5261-0000	46.80
	Toohey Park 061024-071024	242609	4163602345_0724	082.08.2024	20-000-000-52-5261-0000	143.44
	Toohey Park 071024-081024	242682	4163602345_0824	083.08.2024	20-000-000-52-5261-0000	142.60
	Zamboni Storage 061324-071524	242609	4910440592_0724	082.08.2024	20-220-225-52-5261-0000	51.37
	Zamboni Storage 071524-081424	242682	4910440592_0824	083.08.2024	20-220-225-52-5261-0000	50.59
	Mary Lubko Center 061324-071524	242609	4920221000_0724	082.08.2024	20-000-304-52-5261-0000	47.63
	Mary Lubko Center 071524-081424	242682	4920221000_0824	083.08.2024	20-000-304-52-5261-0000	47.63
	Blanchard Building 071024-080924	242682	7135908424_0824	083.08.2024	20-224-234-52-5261-0000	140.03
	Memorial Park Bandshell 071524-081424	242682	8157791522_0824	083.08.2024	20-000-000-52-5261-0000	52.45
Vendor Total:						2,881.74
00742	Pepsi Beverages Company					
	Rice Vending	242613	23935462	082.08.2024	20-222-232-53-5351-0000	199.52
	Rice Fountain Drinks	242613	23935462	082.08.2024	20-222-232-53-5328-0000	118.44
	Rice Concession Supplies	242613	23935462	082.08.2024	20-222-232-53-5329-0000	74.65
Vendor Total:						392.61
00942	Terrace Supply Company					
	Rice Pool Chemicals	242699	0071046590	083.08.2024	20-101-232-53-5335-0000	383.54
	Northside Pool Chemicals	242699	0071049805	083.08.2024	20-101-231-53-5335-0000	120.26
	Rice Pool Chemicals	242699	0071050399	083.08.2024	20-101-232-53-5335-0000	471.30
Vendor Total:						975.10

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
01023	Waste Management of Illinois Inc			Rice Pool July Overage	242635	12272113008_0724	082.08.2024	20-222-232-52-5263-000C	33.00
				Community Center July Overage	242635	12272113008_0724	082.08.2024	20-224-220-52-5263-000C	117.00
				Manchester Park 07/01/24-07/31/24	242635	207653823005_0724	082.08.2024	20-000-000-52-5263-000C	2,369.35
Vendor Total:									2,519.35
01053	Wilson Sporting Goods Company			Basketball Supplies	242890	4547123560	091.09.2024	20-220-204-53-5301-444C	1,443.63
Vendor Total:									1,443.63
02265	Parts Town			Silicone Hose	242686	2103090910	083.08.2024	20-101-232-53-5311-000C	140.89
Vendor Total:									140.89
03481	Tressler LLP			Services through 04/30/24	242630	487394	082.08.2024	20-000-000-52-5207-000C	1,642.67
Vendor Total:									1,642.67
03507	Rock n Kids Inc.			Music Class 06/03/24-06/24/24	242620	WHTSUI24	082.08.2024	20-220-207-52-5280-773C	360.00
				Music Class 07/08/24-07/29/24	242620	WHTSUII24	082.08.2024	20-220-207-52-5280-773C	468.00
Vendor Total:									828.00
03754	Comcast Cable			Central Athletic Center 081624-091524	242657	87712047361631_05	083.08.2024	20-101-225-52-5262-000C	124.85
				Mary Lubko Center 081924-091824	242657	87712047526787_05	083.08.2024	20-000-304-52-5262-000C	119.85
				Lincoln Marsh 081824-091724	242657	87712047527272_05	083.08.2024	20-000-112-52-5262-000C	119.85
				Clocktower Commons 081124-091024	242657	87712047624798_05	083.08.2024	20-350-303-52-5262-000C	119.85
				Northside Pool 081124-091024	242657	87712047626371_05	083.08.2024	20-222-231-52-5262-000C	119.85
				Central Athletic Complex 081124-091024	242657	87712047708096_05	083.08.2024	20-220-225-52-5262-000C	251.85
				CC Annex 080224-090124	242575	87712047989258_05	082.08.2024	20-224-234-52-5262-000C	101.95
Vendor Total:									958.05
03913	Brymax Enterprises Inc.			Rice Pool Dippin Dots	242567	163371	082.08.2024	20-222-232-53-5328-000C	386.40
				Dippin Dots Product	242724	WR081724	084.08.2024	20-222-232-53-5328-000C	662.40
				Rice Pool Dippin Dots	242567	WR72624	082.08.2024	20-222-232-53-5328-000C	496.80
Vendor Total:									1,545.60
04267	Martin Whalen Group Inc			Community Center - Front Desk 072824-082724	242863	70547_0824	091.09.2024	20-224-220-52-5211-000C	27.77
				Community Center - Front Desk 082824-092724	242863	70547_0924	091.09.2024	20-224-220-52-5211-000C	27.77
				Community Center 072824-082724	242863	72100_0824	091.09.2024	20-224-220-52-5211-000C	20.85
				Community Center 082824-092724	242863	72100_0924	091.09.2024	20-224-220-52-5211-000C	20.85
				Rice Pool 072824-082724	242863	77847_0824	091.09.2024	20-222-232-52-5211-000C	8.48
				Rice Pool 082824-092724	242863	77847_0924	091.09.2024	20-222-232-52-5211-000C	8.48
				Northside Pool 072824-082724	242863	79033_0824	091.09.2024	20-222-231-52-5211-000C	4.84
				Northside Pool 082824-092724	242863	79033_0924	091.09.2024	20-222-231-52-5211-000C	4.84
				Parks Plus 072824-082724	242863	86351_0824	091.09.2024	20-350-302-52-5211-000C	16.80
				Parks Plus 082824-092724	242863	86351_0924	091.09.2024	20-350-302-52-5211-000C	16.80
				Prairie - Marketing 072824-082724	242863	MW81543_0824	091.09.2024	20-000-415-52-5211-000C	470.22
				Prairie - Marketing 082824-092724	242863	MW81543_0924	091.09.2024	20-000-415-52-5211-000C	470.22
				Mary Lubko Center 072824-082724	242863	MW81956_0824	091.09.2024	20-000-304-52-5211-000C	19.37
				Mary Lubko Center 082824-092724	242863	MW81956_0924	091.09.2024	20-000-304-52-5211-000C	19.37
				Lincoln Marsh 072824-082724	242863	MW81957_0824	091.09.2024	20-000-112-52-5211-000C	108.70
				Lincoln Marsh 082824-092724	242863	MW81957_0924	091.09.2024	20-000-112-52-5211-000C	108.70
				Community Center 072824-082724	242863	MW82133_0824	091.09.2024	20-224-220-52-5211-000C	148.92

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Community Center 082824-092724				242863	MW82133_0924	091.09.2024	20-224-220-52-5211-000C	148.92
	Community Center 072824-082724				242863	MW82278_0824	091.09.2024	20-000-000-52-5211-000C	89.72
	Community Center 082824-092724				242863	MW82278_0924	091.09.2024	20-000-000-52-5211-000C	89.72
								Vendor Total:	1,831.34
04857	Official Finders, LLC								
	Umpires - Inv# 25752				242611	25752	082.08.2024	20-221-223-52-5281-000C	1,480.00
	Umpires - Inv# 27028				242611	27028	082.08.2024	20-221-223-52-5281-000C	595.00
	Umpires - Inv# 27048				242611	27048	082.08.2024	20-221-223-52-5281-000C	160.00
								Vendor Total:	2,235.00
04895	Quadient Leasing USA Inc.								
	Postage Machine Lease				242616	Q1425448	082.08.2024	20-000-000-52-5220-000C	244.26
	Postage Machine Lease				242616	Q1425448	082.08.2024	20-224-220-52-5220-000C	244.26
								Vendor Total:	488.52
05068	Chicago Classic Coach LLC								
	Bus Transportation for MLC Trip to the Shedd A 242573					28501	082.08.2024	20-220-304-52-5280-5522	1,513.00
	Coach Transportation for MLC Trip to Odyssey 1 242731					28640	084.08.2024	20-220-304-52-5280-5522	1,219.00
	Transportation for Day Trip to Belle River Plus 1 242838					28688	091.09.2024	20-220-304-52-5280-5522	1,579.00
								Vendor Total:	4,311.00
05073	Agile Sports Technologies								
	Wheaton Rams Film Software				242826	H00096559	091.09.2024	20-221-222-52-5210-000C	2,850.00
								Vendor Total:	2,850.00
05083	Carllys Kickers LLC								
	Summer Session 2024 Soccer Classes				242570	195	082.08.2024	20-220-203-52-5280-3324	17,419.05
								Vendor Total:	17,419.05
05214	Carroll Seating Company Inc.								
	Height Adjustor Replacement Motors				242653	INV-1021293	083.08.2024	20-101-000-53-5313-000C	1,667.07
								Vendor Total:	1,667.07
05220	EVP Academies LLC								
	July Classes				242664	2630	083.08.2024	20-220-203-52-5280-3305	1,976.54
								Vendor Total:	1,976.54
05234	The Perfect Swing Inc.								
	Football Jerseys				242702	9768	083.08.2024	20-221-222-53-5302-000C	3,594.00
	Flag Football Items and Jerseys				242702	9783	083.08.2024	20-221-222-53-5301-4458	800.00
	Football Jerseys				242702	9807	083.08.2024	20-221-222-53-5302-000C	261.00
	Flag Football Items and Jerseys				242702	9810	083.08.2024	20-221-222-53-5301-4458	3,030.00
	Jerseys				242806	9849	084.08.2024	20-221-222-53-5301-4458	80.00
								Vendor Total:	7,765.00
05240	5 Star Soccer Camps! Inc								
	2nd Session Soccer Camp 07/29/24-08/02/24				242559	8224	082.08.2024	20-220-203-52-5280-3382	2,227.50
								Vendor Total:	2,227.50
05765	Luetkehans, Phillip								
	Cosley Parking Lot through 06/30/24				242601	12	082.08.2024	20-000-000-52-5207-000C	557.46
	General Matters through 07/23/24				242601	84	082.08.2024	20-000-000-52-5207-000C	924.00
								Vendor Total:	1,481.46
05889	Schumacher, Nick								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Dog Training Class 07/24/24-08/28/24	242875	081924	091.09.2024	20-220-208-52-5280-887C				1,199.00
								Vendor Total:	1,199.00
05944	Rebel Athletic Inc.								
	Wheaton Rams Cheer Praticce Uniform	242789	SO-33535510	084.08.2024	20-221-221-53-5330-000C				135.99
								Vendor Total:	135.99
05995	Showalter Roofing Service Inc								
	CAC Roof Repairs	242800	45789	084.08.2024	20-101-225-52-5210-000C				4,810.00
								Vendor Total:	4,810.00
06002	Youth Tech Inc								
	Computer Camp 06/17/24	242892	7770	091.09.2024	20-220-208-52-5280-8821				2,085.60
	Computer Camp 06/27/24	242892	7790	091.09.2024	20-220-208-52-5280-8821				2,237.40
	Computer Camp 07/08/24	242892	7842	091.09.2024	20-220-208-52-5280-8821				1,900.80
	Computer Camp 07/22/24	242892	7890	091.09.2024	20-220-208-52-5280-8821				1,996.50
	Computer Camp 07/29/24-08/01/24	242639	7928	082.08.2024	20-220-208-52-5280-8821				1,907.40
								Vendor Total:	10,127.70
06250	LRS Holdings LLC								
	Rice Pool 090124-093024	242861	47783.3 CC_0924	091.09.2024	20-222-232-52-5263-000C				64.36
	Community Center 090124-093024	242861	47783.3 CC_0924	091.09.2024	20-224-220-52-5263-000C				228.17
	Manchester Park 090124-093024	242861	47783.4 PSC_0924	091.09.2024	20-000-000-52-5263-000C				47.95
								Vendor Total:	340.48
06308	Westlake Hardware Inc								
	Building Supplies	242888	12511037	091.09.2024	20-101-220-53-5313-000C				20.55
	Cleaner	242888	12511092	091.09.2024	20-101-220-53-5316-000C				8.99
	Paint Supplies	242888	12611712	091.09.2024	20-101-232-53-5347-000C				27.48
	Building Supplies	242888	12611715	091.09.2024	20-101-220-53-5313-000C				31.73
	Building Supplies	242888	12611747	091.09.2024	20-101-220-53-5313-000C				37.57
	Spray Paint	242888	12611777	091.09.2024	20-101-232-53-5347-000C				53.95
	Supplies	242888	12611777	091.09.2024	20-101-232-53-5302-000C				96.94
	Building Supplies	242888	12611806	091.09.2024	20-101-220-53-5313-000C				50.30
	Building Supplies	242888	12611809	091.09.2024	20-101-232-53-5313-000C				114.73
	Hose	242888	12611820	091.09.2024	20-101-220-53-5313-000C				45.98
	Building Supplies	242888	12611822	091.09.2024	20-101-220-53-5313-000C				47.35
								Vendor Total:	535.57
06371	Center Ice Arena, LLC								
	Ice Skating Spring 2 Classes	242730	082024	084.08.2024	20-220-208-52-5280-8813				1,713.36
								Vendor Total:	1,713.36
06392	Chicago Empire, FC								
	Puma Fall Classic Tournament Registration 10/1	242732	6860950	084.08.2024	20-220-204-52-5280-4457				795.00
								Vendor Total:	795.00
06451	Panek, Megann								
	Mileage Reimbursement 062424-082224	242780	082224	084.08.2024	20-000-304-54-5422-000C				138.02
								Vendor Total:	138.02
06507	Halperin, Erik								
	Wheaton United Payment	242754	081524	084.08.2024	20-220-204-52-5280-4457				333.33
								Vendor Total:	333.33
06522	Yoshikawa, Max								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Mileage Reimbursement July 2024				242638	073124	082.08.2024	20-222-232-54-5422-000C	72.22
								Vendor Total:	72.22
06539	Runco Office Supply & Equipment Co								
	Office Supplies				242693	944997-0	083.08.2024	20-000-205-53-5302-000C	48.62
								Vendor Total:	48.62
06542	Peerless Network Inc								
	Recreation 081524-091424				242687	66174_0924	083.08.2024	20-000-000-52-5262-000C	272.93
								Vendor Total:	272.93
06555	Tumbling Times Inc.								
	Summer Session II				242882	26	091.09.2024	20-220-203-52-5280-3304	4,867.10
								Vendor Total:	4,867.10
06619	KH Kim Taekwondo								
	Summer 2024 Taekwondo Classes				242677	2015	083.08.2024	20-220-203-52-5280-3318	2,534.40
								Vendor Total:	2,534.40
06630	Buckeye International Inc.								
	Soap				242834	90603294	091.09.2024	20-101-000-53-5313-000C	360.56
	Soap				242834	90603294	091.09.2024	20-101-225-53-5316-000C	360.56
	Soap				242834	90603294	091.09.2024	20-101-220-53-5316-000C	360.56
								Vendor Total:	1,081.68
06674	Lingo Communications LLC								
	CAC 080424-090324				242600	34062191	082.08.2024	20-220-203-52-5262-000C	59.36
	Community Center 080424-090324				242600	34062191	082.08.2024	20-224-220-52-5262-000C	237.44
	Programs 080424-090324				242600	34062191	082.08.2024	20-220-000-52-5262-000C	118.72
	Toohey/Safety City 080424-090324				242600	34062191	082.08.2024	20-000-000-52-5262-000C	59.49
	Lincoln Marsh 080424-090324				242600	34062191	082.08.2024	20-000-112-52-5262-000C	59.36
	Mary Lubko Center 080424-090324				242600	34062191	082.08.2024	20-000-304-52-5262-000C	59.36
	Northside Pool 080424-090324				242600	34062191	082.08.2024	20-222-231-52-5262-000C	59.36
								Vendor Total:	653.09
06704	Adolph Kiefer and Associates LLC								
	Northside Whistles				242560	INV001443044	082.08.2024	20-222-231-53-5306-000C	166.45
	Guard Tubes				242560	INV001444342	082.08.2024	20-222-231-53-5306-000C	272.45
								Vendor Total:	438.90
06706	E.J. Rohn Company								
	CAC Mats and Runners Cleaning				242584	0028385	082.08.2024	20-101-225-52-5211-000C	90.85
								Vendor Total:	90.85
06819	Language in Action, Inc.								
	Language Classes July 15 to Aug 8				242769	081924	084.08.2024	20-220-208-52-5280-8878	208.00
								Vendor Total:	208.00
06851	Hot Shots Sports								
	Summer 1st Session Youth Athletic Classes				242756	3679	084.08.2024	20-220-203-52-5280-331C	8,589.35
								Vendor Total:	8,589.35
06933	Valentino, Katie								
	Hubble Volleyball Camps 07/22/24 through 08/0				242632	SIHKatieValenti	082.08.2024	20-220-203-52-5280-3373	4,686.00
								Vendor Total:	4,686.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
06978	Chicagoland Whistles Inc.			Basketball Referees	242734	1947	084.08.2024	20-220-204-52-5280-4440	76.00
Vendor Total:									76.00
06985	Floods Royal Flush Inc.			Portable Units Red White & Blue Tournament	242668	135509	083.08.2024	20-221-223-52-5210-4211	816.00
				Portable Units Red White & Blue Tournament	242668	135510	083.08.2024	20-221-223-52-5210-4211	714.00
				Portable Units Wheaton Bowl	242749	135511	084.08.2024	20-221-222-52-5210-0000	765.00
				Portable Units Atten Park	242588	137764	082.08.2024	20-221-223-52-5210-4211	102.00
				Portable Units Atten Park	242588	137883	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Briar Glen	242588	137884	082.08.2024	20-000-000-52-5210-0000	204.00
				Portable Units Brighton Park	242588	137885	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Edison Middle School	242588	137886	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Emerson School	242588	137887	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Franklin Middle School	242588	137888	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units CAC	242588	137889	082.08.2024	20-220-204-52-5280-4457	204.00
				Portable Units Hawthorne School	242588	137890	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Hoffman Park	242588	137891	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Jefferson	242588	137892	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Lucent Fields	242588	137894	082.08.2024	20-000-000-52-5210-0000	204.00
				Portable Units Scottsdale	242588	137896	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Seven Gables	242588	137897	082.08.2024	20-220-204-52-5280-4457	306.00
				Portable Units Washington School	242588	137898	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Whittier School	242588	137899	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Weisbrook School	242588	137900	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Lincoln Marsh	242588	137901	082.08.2024	20-101-112-52-5211-0000	408.00
				Portable Units Sandburg School	242588	137902	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Madison School	242588	137911	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Lincoln Marsh	242588	137919	082.08.2024	20-101-112-52-5211-0000	102.00
				Portable Units Northside Baseball	242588	137920	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units CAC	242588	138251	082.08.2024	20-220-204-52-5280-4457	306.00
				Portable Units Seven Gables	242588	138252	082.08.2024	20-220-204-52-5280-4457	306.00
				Portable Units Northside Baseball	242588	138254	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Atten Park	242588	138886	082.08.2024	20-221-223-52-5210-4211	102.00
				Portable Units Briar Patch	242588	138968	082.08.2024	20-000-000-52-5210-0000	204.00
				Portable Units Atten Park	242588	138969	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Briar Glen	242588	138970	082.08.2024	20-000-000-52-5210-0000	204.00
				Portable Units Brighton Park	242588	138971	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Edison	242588	138973	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Emerson School	242588	138974	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Franklin	242588	138975	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units CAC	242588	138976	082.08.2024	20-220-204-52-5280-4457	204.00
				Portable Units Hawthorne School	242588	138977	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Hoffman Park	242588	138978	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Jefferson	242588	138979	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Lucent Fields	242588	138981	082.08.2024	20-000-000-52-5210-0000	204.00
				Portable Units Scottsdale	242588	138983	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Seven Gables	242588	138984	082.08.2024	20-220-204-52-5280-4457	306.00
				Portable Units Washington School	242588	138985	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Whittier School	242588	138986	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Weisbrook	242588	138987	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Lincoln Marsh	242588	138988	082.08.2024	20-101-112-52-5211-0000	408.00
				Portable Units Sandburg School	242588	138989	082.08.2024	20-220-204-52-5280-4454	204.00
				Portable Units Madison School	242588	138996	082.08.2024	20-221-222-52-5210-0000	204.00
				Portable Units Lincoln Marsh	242588	139001	082.08.2024	20-101-112-52-5211-0000	102.00
				Portable Units Northside Baseball	242588	139002	082.08.2024	20-221-223-52-5210-4211	204.00
				Portable Units Lincoln Marsh	242588	139112	082.08.2024	20-101-112-52-5211-0000	102.00
				Portable Units CAC	242588	139355	082.08.2024	20-220-204-52-5280-4457	306.00

Fund Description
Vendor No Vendor Name

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Portable Units Seven Gables	242588	139356	082.08.2024	20-220-204-52-5280-4453	306.00
	Portable Units Northside Baseball	242588	139358	082.08.2024	20-221-223-52-5210-4211	204.00
					Vendor Total:	13,413.00
07067	Keller, Rudolph J					
	Wheaton United Payment	242859	081524	091.09.2024	20-220-204-52-5280-4457	10,650.00
					Vendor Total:	10,650.00
07069	Hershey Creamery Company					
	Rice Ice Cream for Resale	242593	INVE0020732237	082.08.2024	20-222-232-53-5328-0000	487.26
					Vendor Total:	487.26
07085	Cleary Alman, Janet					
	Wheaton United Payment	242735	081524	084.08.2024	20-220-204-52-5280-4457	2,916.67
					Vendor Total:	2,916.67
07105	Atkinson, Nathan					
	Wheaton United Payment	242830	081524	091.09.2024	20-220-204-52-5280-4457	17,991.67
					Vendor Total:	17,991.67
07108	Fowler, Sarah					
	Wheaton United Payment	242751	081524	084.08.2024	20-220-204-52-5280-4457	533.33
					Vendor Total:	533.33
07109	Cuculich, Derek					
	Wheaton United Payment	242742	081524	084.08.2024	20-220-204-52-5280-4457	883.33
					Vendor Total:	883.33
07111	Merrifield, William David					
	Wheaton United Payment	242773	081524	084.08.2024	20-220-204-52-5280-4457	333.33
					Vendor Total:	333.33
07113	Pentzien, Brent G.					
	Wheaton United Payment	242781	081524	084.08.2024	20-220-204-52-5280-4457	883.33
					Vendor Total:	883.33
07115	Carter, Adam Craig					
	Wheaton United Payment	242728	081524	084.08.2024	20-220-204-52-5280-4457	1,466.67
					Vendor Total:	1,466.67
07116	Oker, Melisa					
	Wheaton United Payment	242778	081524	084.08.2024	20-220-204-52-5280-4457	2,916.67
					Vendor Total:	2,916.67
07117	Gosling, John					
	Wheaton United Payment	242753	081524	084.08.2024	20-220-204-52-5280-4457	4,975.00
					Vendor Total:	4,975.00
07119	Kline, Joel					
	Wheaton United Payment	242764	081524	084.08.2024	20-220-204-52-5280-4457	3,816.67
					Vendor Total:	3,816.67
07120	Kinczyk, Lindsay					
	Wheaton United Payment	242763	081524	084.08.2024	20-220-204-52-5280-4457	833.33
					Vendor Total:	833.33

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
07121	Koeller, Gregg			Wheaton United Payment	242765	081524	084.08.2024	20-220-204-52-5280-4457	1,000.00	
									Vendor Total:	1,000.00
07122	Hyder, Matthew			Wheaton United Payment	242758	081524	084.08.2024	20-220-204-52-5280-4457	333.33	
									Vendor Total:	333.33
07123	Rahmouni, Samir			Wheaton United Payment	242787	081524	084.08.2024	20-220-204-52-5280-4457	2,133.33	
									Vendor Total:	2,133.33
07124	Rapley, Steven R.			Wheaton United Payment	242788	081524	084.08.2024	20-220-204-52-5280-4457	833.33	
									Vendor Total:	833.33
07125	Rivera, Christian M.			Wheaton United Payment	242793	081524	084.08.2024	20-220-204-52-5280-4457	1,991.67	
	Reimbursement - US Soccer Coaching Backgrou	242618			10452771		082.08.2024	20-220-204-52-5280-4457	24.00	
									Vendor Total:	2,015.67
07126	Potts, Justin			Wheaton United Payment	242783	081524	084.08.2024	20-220-204-52-5280-4457	2,283.33	
									Vendor Total:	2,283.33
07127	Marte III, Gonzalo C			Wheaton United Payment	242771	081524	084.08.2024	20-220-204-52-5280-4457	500.00	
									Vendor Total:	500.00
07128	Terranova, Anthony Rocco			Wheaton United Payment	242805	081524	084.08.2024	20-220-204-52-5280-4457	666.67	
									Vendor Total:	666.67
07129	Vigano, Matteo			Wheaton United Payment	242816	081524	084.08.2024	20-220-204-52-5280-4457	1,991.67	
									Vendor Total:	1,991.67
07131	Whaley, Chris			Wheaton United Payment	242889	081524	091.09.2024	20-220-204-52-5280-4457	12,625.00	
									Vendor Total:	12,625.00
07132	Kaempf, Stephen			Wheaton United Payment	242762	081524	084.08.2024	20-220-204-52-5280-4457	416.67	
									Vendor Total:	416.67
07134	Raftery, Jared			Wheaton United Payment	242786	081524	084.08.2024	20-220-204-52-5280-4457	1,066.67	
									Vendor Total:	1,066.67
07135	Sheppard, Justin			Wheaton United Payment	242799	081524	084.08.2024	20-220-204-52-5280-4457	3,825.00	
	Reimbursement for Google Web Services for W	242799			082124		084.08.2024	20-220-204-52-5280-4457	112.80	
									Vendor Total:	3,937.80
07136	Vartanian, Lauren			Reimbursement for IYSA Background Check	242707	081224	083.08.2024	20-220-204-52-5280-4457	20.00	

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Wheaton United Payment				242814	081524	084.08.2024	20-220-204-52-5280-4457	1,066.67
								Vendor Total:	1,086.67
07139	Bachelor, Joshua			Wheaton United Payment	242719	081524	084.08.2024	20-220-204-52-5280-4457	3,316.67
								Vendor Total:	3,316.67
07144	Baker, William J			Wheaton United Payment	242831	081524	091.09.2024	20-220-204-52-5280-4457	2,100.00
								Vendor Total:	2,100.00
07145	Roe, Kathryn R			Wheaton United Payment	242794	081524	084.08.2024	20-220-204-52-5280-4457	1,658.33
								Vendor Total:	1,658.33
07146	Thom, Nathaniel			Wheaton United Payment	242807	081524	084.08.2024	20-220-204-52-5280-4457	416.67
								Vendor Total:	416.67
07159	Xerox Corporation			Marketing SEPT 2024	242822	0100160004001_092	084.08.2024	20-000-415-52-5211-000C	523.50
								Vendor Total:	523.50
07179	Saviano, Janine			Reimbursement - Rams 3rd Grade Cheer Music	242797	082224	084.08.2024	20-221-221-52-5210-000C	283.00
								Vendor Total:	283.00
07192	FC Central Illinois			Wheaton United Fall Turf Cup Registration 6655	242666	6655528	083.08.2024	20-220-204-52-5280-4457	745.00
				Wheaton United Fall Turf Cup Registration 6655	242666	6655559	083.08.2024	20-220-204-52-5280-4457	745.00
								Vendor Total:	1,490.00
07193	Kortenhoven, Mark Jacob			Wheaton United Payment	242766	081524	084.08.2024	20-220-204-52-5280-4457	1,666.67
								Vendor Total:	1,666.67
07233	Rychenkov, Daniel			Wheaton United Payment	242796	081524	084.08.2024	20-220-204-52-5280-4457	2,066.67
								Vendor Total:	2,066.67
07244	Garvey's Office Products, Inc.			Custodial Supplies	242590	PINV2579710	082.08.2024	20-101-220-53-5316-000C	1,454.88
				Custodial Supplies	242590	PINV2600663	082.08.2024	20-101-220-53-5316-000C	711.58
								Vendor Total:	2,166.46
07250	Univar Solutions USA Inc.			Sodium Hypochlorite	242706	52282928	083.08.2024	20-101-232-53-5335-000C	1,559.33
				Sodium Hypochlorite	242706	52324723	083.08.2024	20-101-232-53-5335-000C	1,604.61
				Rice Pool Sodium Hypochlorite	242811	52339551	084.08.2024	20-101-232-53-5335-000C	1,273.50
								Vendor Total:	4,437.44
07273	Genserve LLC			CC Generator Repairs	242849	0444125-IN	091.09.2024	20-101-220-52-5210-000C	4,510.57
								Vendor Total:	4,510.57
07321	Cali, Joseph R								

Fund Description
Vendor No Vendor Name

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Wheaton United Payment	242835	081524	091.09.2024	20-220-204-52-5280-4457	3,516.67
					Vendor Total:	3,516.67
07322	A&A Games LTD					
	Coaches Gear	242641	7323	083.08.2024	20-221-222-53-5301-0000	4,680.00
	Rams Flag Football Coach Polos	242823	7363	091.09.2024	20-221-221-53-5301-0000	1,425.00
					Vendor Total:	6,105.00
07323	Palatine Celtic Soccer Club					
	Wheaton United Celtic Cup Registration 659510 242612		6595106	082.08.2024	20-220-204-52-5280-4457	795.00
	Wheaton United Celtic Cup Registration 660868 242612		6608680	082.08.2024	20-220-204-52-5280-4457	895.00
	Wheaton United Celtic Cup Registration 660872 242612		6608728	082.08.2024	20-220-204-52-5280-4457	895.00
	Wheaton United Celtic Cup Registration 661146 242612		6611460	082.08.2024	20-220-204-52-5280-4457	895.00
	Wheaton United Celtic Cup Registration 661152 242612		6611521	082.08.2024	20-220-204-52-5280-4457	895.00
	Wheaton United Celtic Cup Registration 661161 242612		6611611	082.08.2024	20-220-204-52-5280-4457	895.00
					Vendor Total:	5,270.00
07325	Iovane, Aiden Anthony					
	Wheaton United Payment	242760	081524	084.08.2024	20-220-204-52-5280-4457	666.67
					Vendor Total:	666.67
07326	Livingston, Robert					
	Wheaton United Payment	242770	081524	084.08.2024	20-220-204-52-5280-4457	883.33
					Vendor Total:	883.33
07329	Selvaggio, Maria					
	Wheaton United Payment	242798	081524	084.08.2024	20-220-204-52-5280-4457	883.33
					Vendor Total:	883.33
07331	Ryan, Robert P.					
	Adult Dance Class	242874	1007	091.09.2024	20-220-202-52-5280-2258	600.00
					Vendor Total:	600.00
07334	Wagner, Daniel					
	Wheaton United Payment	242818	081524	084.08.2024	20-220-204-52-5280-4457	1,400.00
					Vendor Total:	1,400.00
07346	Tatnall, Brian					
	Wheaton United Payment	242804	081524	084.08.2024	20-220-204-52-5280-4457	1,400.00
					Vendor Total:	1,400.00
07347	Synergy SC Inc.					
	Wheaton United Give N Go Tournament Registr. 242697		6649194	083.08.2024	20-220-204-52-5280-4457	635.00
					Vendor Total:	635.00
07357	Rosendo Perez, Karen Itzel					
	Vintage Logo T-Shirts	242621	020332	082.08.2024	20-224-220-53-5330-0000	332.00
					Vendor Total:	332.00
07399	BZR Assigning LLC					
	Fall 2024 Wheaton United Referees 1st Payment 242651		081324	083.08.2024	20-220-204-52-5280-4457	3,975.00
					Vendor Total:	3,975.00
07402	Allison, David					
	Wheaton United Payment	242716	081524	084.08.2024	20-220-204-52-5280-4457	333.33

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	333.33
07442	Thomas Pump Co. Inc.			Motor Repair at Rice Pool	242703	R1991	083.08.2024	20-101-232-52-5210-0000	1,668.00
								Vendor Total:	1,668.00
07452	Emena, Emedi			Wheaton United Payment	242745	081524	084.08.2024	20-220-204-52-5280-4457	1,666.67
								Vendor Total:	1,666.67
07454	Husseini, Unla			Reimbursement for IYSA & US Soccer Backgro	242757	081624	084.08.2024	20-220-204-52-5280-4457	119.00
								Vendor Total:	119.00
07469	Case Lots Inc			Cleaning Supplies	242571	25776	082.08.2024	20-101-232-53-5316-0000	91.84
				Cleaning Supplies	242571	25776	082.08.2024	20-101-231-53-5316-0000	137.76
				Soap	242571	25800	082.08.2024	20-101-232-53-5316-0000	215.82
				Soap	242571	25800	082.08.2024	20-101-231-53-5316-0000	143.88
				Custodial Supplies	242729	26125	084.08.2024	20-101-232-53-5316-0000	270.97
				Custodial Supplies	242729	26125	084.08.2024	20-101-231-53-5316-0000	116.13
				Custodial Supplies	242729	26160	084.08.2024	20-101-231-53-5316-0000	28.14
				Custodial Supplies	242729	26160	084.08.2024	20-101-232-53-5316-0000	65.66
				Toilet Paper	242729	26389	084.08.2024	20-101-000-53-5313-0000	59.90
				Toilet Paper	242729	26389	084.08.2024	20-101-000-53-5313-0000	239.60
								Vendor Total:	1,369.70
07493	Three Level Basketball LLC			WN Basketball Clinic	242704	02	083.08.2024	20-220-203-52-5280-3343	2,895.42
				Basketball Tryouts	242880	03	091.09.2024	20-220-204-52-5280-4445	5,205.00
								Vendor Total:	8,100.42
07509	Xcellent Officials			Umpires - Inv# 29	242637	29	082.08.2024	20-220-204-52-5280-4417	1,218.00
				Umpires - Inv# 58	242709	58	083.08.2024	20-220-204-52-5280-4417	546.00
								Vendor Total:	1,764.00
07539	Rivers, Rose			Coach Reimbursement for Thunder Music Cheer	242619	5263	082.08.2024	20-221-221-53-5301-0000	127.99
								Vendor Total:	127.99
07545	UNDERGROUND SPORTS PRINT CO INC.			70 Football Yard Signs	242810	4244	084.08.2024	20-221-222-53-5301-4458	665.00
								Vendor Total:	665.00
07547	MYSC INC			Wheaton United Rush Oktoberfest U11-U12 Reç	242774	081524	084.08.2024	20-220-204-52-5280-4457	800.00
				Wheaton United Rush Oktoberfest U11-U12 Reç	242774	081524-1	084.08.2024	20-220-204-52-5280-4457	800.00
								Vendor Total:	1,600.00
07549	Thorngren, Alison			Wheaton United Payment	242808	081524	084.08.2024	20-220-204-52-5280-4457	333.33
								Vendor Total:	333.33
TMP*1131	Nielsen, Kelly			Mileage Reimbursement 06/26/24-08/01/24	242608	080124	082.08.2024	20-000-200-54-5422-0000	46.23

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	46.23
TMP*3756	LaBore, Patricia								
	Mileage Reimbursement 07/15/24-07/25/24	242598			242598	072524	082.08.2024	20-000-200-54-5422-000C	109.75
	Mileage Reimbursement for 072624-080724	242767			242767	080724	084.08.2024	20-000-200-54-5422-000C	69.28
								Vendor Total:	179.03
								Fund Total:	347,704.74
22	Cosley Zoo								
00068	AT&T Mobility								
	234-0136 Cosley Tablet 16 071824-081724	242829			242829	877051597_0824	091.09.2024	22-501-000-52-5265-000C	23.24
	779-8546 Cosley Tablet 17 071824-081724	242829			242829	877051597_0824	091.09.2024	22-501-000-52-5265-000C	23.24
	234-9679 Cosley Tablet 9 071824-081724	242829			242829	877051597_0824	091.09.2024	22-501-000-52-5265-000C	23.24
								Vendor Total:	69.72
00092	The Barn Owl								
	Propane	242628			242628	000683	082.08.2024	22-501-000-53-5302-000C	123.50
								Vendor Total:	123.50
00193	City of Wheaton								
	Cosley Welcome Center 070824-080524	242656			242656	0067810100_0824	083.08.2024	22-501-000-52-5264-000C	65.52
	Cosley Zoo 070824-080524	242656			242656	0310000100_0824	083.08.2024	22-501-000-52-5264-000C	138.20
	Cosley Zoo 070824-080524	242656			242656	0310000200_0824	083.08.2024	22-501-000-52-5264-000C	646.58
	Cosley Bobcat 070824-080524	242656			242656	0310000300_0824	083.08.2024	22-501-000-52-5264-000C	91.76
								Vendor Total:	942.06
00240	Duchaj Bros.								
	150 Bales of Hay	242582			242582	073024	082.08.2024	22-501-000-53-5339-000C	1,050.00
								Vendor Total:	1,050.00
00417	Constellation NewEnergy Inc								
	Cosley Welcome Center 071824-081624	242841			242841	0197764414_0824	091.09.2024	22-501-000-52-5260-000C	156.09
	Cosley Zoo 071824-081624	242841			242841	1130407199_0824	091.09.2024	22-501-000-52-5260-000C	2,074.74
								Vendor Total:	2,230.83
00437	Reedy Equipment Services Inc.								
	Ice Machine Rental July 2024	242690			242690	0530944	083.08.2024	22-501-000-52-5220-000C	50.00
								Vendor Total:	50.00
00541	First Student Inc.								
	Bus for JZ Trip	242846			242846	SF-210778	091.09.2024	22-220-206-52-5280-6664	805.00
								Vendor Total:	805.00
00680	Northern Illinois Gas Company								
	Cosley Zoo 071724-081624	242776			242776	3015221000_0824	084.08.2024	22-501-000-52-5261-000C	33.95
	Cosley Welcome Center 071724-081624	242776			242776	3615221000_0824	084.08.2024	22-501-000-52-5261-000C	22.55
	Cosley Zoo 071724-081624	242776			242776	5450490000_0824	084.08.2024	22-501-000-52-5261-000C	62.13
								Vendor Total:	118.63
01082	Young's Grain Farms								
	168 Bales of Straw	242711			242711	041853	083.08.2024	22-501-000-53-5336-000C	714.00
	168 Bales of Straw	242891			242891	041854	091.09.2024	22-501-000-53-5336-000C	714.00
								Vendor Total:	1,428.00
03754	Comcast Cable								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Cosley Zoo 081124-091024	242657	87712047625845_05	083.08.2024	22-501-000-52-5262-000C	119.85
								Vendor Total:	119.85
04267			Martin Whalen Group Inc						
				Cosley Zoo 072824-082724	242863	MW81955_0824	091.09.2024	22-501-000-52-5211-000C	15.27
				Cosley Zoo 082824-092724	242863	MW81955_0924	091.09.2024	22-501-000-52-5211-000C	15.27
								Vendor Total:	30.54
05050			Wheaton Mulch Inc.						
				Top Soil	242819	24-3475	084.08.2024	22-501-000-53-5338-000C	43.00
								Vendor Total:	43.00
05667			Christensen, Ginny						
				Mileage Reimbursement 07/05/24-07/26/24	242654	072624	083.08.2024	22-501-000-54-5422-000C	18.76
								Vendor Total:	18.76
06250			LRS Holdings LLC						
				Cosley Zoo 090124-093024	242861	47783.2 CZ_0924	091.09.2024	22-501-000-52-5263-000C	143.66
								Vendor Total:	143.66
06542			Peerless Network Inc						
				Cosley 081524-091424	242687	66174_0924	083.08.2024	22-501-000-52-5262-000C	54.59
								Vendor Total:	54.59
06674			Lingo Communications LLC						
				Cosley 080424-090324	242600	34062191	082.08.2024	22-501-000-52-5262-000C	118.72
								Vendor Total:	118.72
06859			Meals, Laura						
				Monthly Vet Services 01/25/24-07/25/24	242604	1-2024	082.08.2024	22-501-000-54-5424-000C	3,150.00
								Vendor Total:	3,150.00
06902			Grayslake Feed Sales, Inc.						
				Bedding	242672	183099	083.08.2024	22-501-000-53-5336-000C	218.30
				Bagged Feed	242672	183099	083.08.2024	22-501-000-53-5339-000C	591.86
				Bedding	242672	185481	083.08.2024	22-501-000-53-5336-000C	203.60
				Bagged Feed	242672	185481	083.08.2024	22-501-000-53-5339-000C	721.54
				Bedding	242853	187746	091.09.2024	22-501-000-53-5336-000C	94.95
				Bagged Feed	242853	187746	091.09.2024	22-501-000-53-5339-000C	702.63
								Vendor Total:	2,532.88
06974			Jaudes, Daniel						
				Trim Equine Hooves	242857	082824	091.09.2024	22-501-000-52-5210-000C	220.00
								Vendor Total:	220.00
07081			Estes, Ashleigh						
				Mileage Reimbursement 07/26/24-08/02/24	242663	080224	083.08.2024	22-220-206-53-5301-6651	37.52
								Vendor Total:	37.52
07388			VENUplus Inc.						
				Reimbursement of 75% of Souvenir Penny Sales 242708		CI2405458	083.08.2024	22-501-000-54-5433-000C	133.12
								Vendor Total:	133.12
07401			Rileighs Outdoor, LLC						
				Holiday Lights	242792	INV15886	084.08.2024	22-501-000-53-5312-000C	838.32

Fund Description
Vendor No Vendor Name

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:						838.32
Fund Total:						14,258.70
23	Liability					
00725	Park District Risk Mgmt Agency					
	Pollution Liability Insurance Premium - July 202	242685	0724023	083.08.2024	23-000-000-52-5277-000C	439.48
	Cyber Insurance Premium - July 2024	242685	0724023	083.08.2024	23-000-000-52-5279-000C	728.54
	Property Insurance Premium - July 2024	242685	0724023	083.08.2024	23-000-000-52-5270-000C	14,109.71
	Public Liability Insurance Premium - July 2024	242685	0724023	083.08.2024	23-000-000-52-5271-000C	7,555.96
	Worker's Comp Liability Insurance Premium - Ju	242685	0724023	083.08.2024	23-000-000-52-5273-000C	22,373.23
	Employment Practice Insurance Premium - July	242685	0724023	083.08.2024	23-000-000-52-5275-000C	2,538.24
Vendor Total:						47,745.16
06895	Protect My Ministry, LLC					
	Background Checks	242615	1184043	082.08.2024	23-418-000-52-5208-000C	158.45
Vendor Total:						158.45
06940	Advocate Health and Hospitals Corporation					
	Back Assessment	242715	860235	084.08.2024	23-418-000-52-5208-000C	75.00
Vendor Total:						75.00
Fund Total:						47,978.61
24	Audit					
03756	Selden Fox Ltd.					
	Single Audit for IDNR Museum Grant	242694	232908	083.08.2024	24-000-000-52-5203-000C	2,500.00
Vendor Total:						2,500.00
Fund Total:						2,500.00
40	Capital Projects					
00019	Alarm Detection Systems					
	Blanchard Alarm Installation	242562	SI-616907	082.08.2024	40-800-857-57-5701-000C	2,252.22
Vendor Total:						2,252.22
00160	Cable Plus Inc.					
	EV Chargers	242568	1092196	082.08.2024	40-800-846-57-5701-000C	600.00
Vendor Total:						600.00
00718	Paddock Publications Inc					
	Bid Postings	242779	300721	084.08.2024	40-000-000-54-5428-000C	612.40
Vendor Total:						612.40
00764	Prairie Material					
	Play for all Playground	242871	891660978	091.09.2024	40-000-188-57-5706-000C	765.88
Vendor Total:						765.88
00799	CCS Contractor Equipment & Supply Inc.					
	Sensory Playground Installation	242572	541727	082.08.2024	40-000-188-57-5706-000C	654.60
Vendor Total:						654.60
02378	JMS Environmental Associates Ltd					
	Kale Gym	242858	26281-01	091.09.2024	40-000-187-57-5706-000C	895.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	895.00
02798	Williams Architects								
	Phase II CC Renovations	242636			0022651	082.08.2024		40-000-000-12-1224-0000	1,167.48
	Phase II CC Renovations	242636			0022651	082.08.2024		40-800-846-57-5701-0000	5,318.50
								Vendor Total:	6,485.98
03125	Engineering Resource Associates Inc.								
	CAC Parking Lot	242585			W2414700.01	082.08.2024		40-000-000-57-5701-0000	1,225.00
	CAC Parking Lot	242746			W2414700.02	084.08.2024		40-000-000-57-5701-0000	8,013.40
								Vendor Total:	9,238.40
03209	Sunbelt Rentals Inc.								
	Briar Patch Curbs	242626			156836813-0001	082.08.2024		40-800-806-57-5701-0000	71.25
								Vendor Total:	71.25
04036	Bronze Memorial Company								
	Memorial Plaques	242650			709503	083.08.2024		40-101-000-53-5338-0000	765.51
	Memorial Plaque	242723			709531	084.08.2024		40-101-000-53-5338-0000	107.16
	Memorial Plaque	242723			709532	084.08.2024		40-101-000-53-5338-0000	209.52
								Vendor Total:	1,082.19
04100	W-T Mechanical/Electrical Engineering LLC.								
	ADA Transition Plan	242886			00000058261	091.09.2024		40-000-000-12-1224-0000	10,175.19
								Vendor Total:	10,175.19
04877	Chicagoland Paving Contractors Inc								
	Briar Patch Courts and Fencing WDSRA	242733			Application# 2	084.08.2024		40-000-000-12-1224-0000	9,720.00
	Briar Patch Courts and Fencing WDSRA	242733			Application# 2	084.08.2024		40-800-806-57-5701-0000	44,280.00
								Vendor Total:	54,000.00
04899	Webster McGrath & Ahlberg LTD.								
	Cosley Restroom Project	242887			33603	091.09.2024		40-800-813-57-5701-0000	1,900.00
								Vendor Total:	1,900.00
05540	Performance Chemical & Supply								
	Fans for PPFC	242689			306825	083.08.2024		40-800-846-57-5701-0000	500.00
								Vendor Total:	500.00
05747	Landscape Material & Firewood Sales Inc.								
	Landscape Renovation Briar Patch	242768			57564	084.08.2024		40-800-806-57-5701-0000	390.00
	Landscape Renovation Briar Patch	242768			57602	084.08.2024		40-800-806-57-5701-0000	156.00
	Briar Patch Fitness	242599			59016	082.08.2024		40-800-806-57-5701-0000	684.00
								Vendor Total:	1,230.00
05912	Bedrock Earthscapes LLC								
	Annual Native Area Maintenance July & August	242648			2803	083.08.2024		40-000-000-52-5210-0000	5,805.00
								Vendor Total:	5,805.00
06048	Compass Minerals America Inc.								
	Road Salt	242737			1360943	084.08.2024		40-101-000-53-5302-0000	1,813.97
								Vendor Total:	1,813.97
06308	Westlake Hardware Inc								
	Athletic Field Materials	242888			12511063	091.09.2024		40-101-000-53-5349-0000	15.99
	Briar Patch Improvements	242888			12511064	091.09.2024		40-800-806-57-5701-0000	76.73

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Briar Patch Improvements				242888	12611704	091.09.2024	40-800-806-57-5701-000C	47.97
								Vendor Total:	140.69
06512	Aquajoy Spa And Pool								
	CC Spa Renovation				242828	6282	091.09.2024	40-800-846-57-5701-000C	10,109.15
								Vendor Total:	10,109.15
06578	Morrow, Brian								
	Mileage Reimbursement for July 2024				242606	073124	082.08.2024	40-000-000-54-5422-000C	16.68
								Vendor Total:	16.68
06605	BHFX LLC								
	Play for All Bond Copies				242565	479220	082.08.2024	40-000-000-52-5235-000C	40.78
	Restroom Grading Plan				242565	479880	082.08.2024	40-000-000-52-5235-000C	37.90
	Cosley Restroom				242720	480527	084.08.2024	40-000-000-52-5235-000C	31.36
								Vendor Total:	110.04
06632	Nevin Hedlund Architects Inc.								
	LM Pit Toilet Plans				242867	163-05-21-1	091.09.2024	40-000-000-52-5205-000C	2,000.00
								Vendor Total:	2,000.00
06813	Air-Rite Heating & Cooling, Inc.								
	Toohey HVAC Replacement				242827	198685	091.09.2024	40-800-849-53-5393-000C	10,725.00
								Vendor Total:	10,725.00
07094	EZ-Toyz Incorporated								
	Seven Gables Camera				242586	28821-1	082.08.2024	40-000-000-57-5701-000C	1,579.95
	Seven Gables Camera				242586	28938-1	082.08.2024	40-000-000-57-5701-000C	75.00
	Seven Gables Camera				242586	29022-1	082.08.2024	40-000-000-57-5701-000C	200.00
	Ten Licenses for Cameras for Bandshell New Sy				242665	29078-1	083.08.2024	40-000-000-57-5701-000C	1,000.00
								Vendor Total:	2,854.95
07349	Stuckey Construction Company Inc.								
	Community Center Phase II				242801	Application# 10	084.08.2024	40-800-846-57-5701-000C	22,518.40
	Community Center Phase II WDSRA				242801	Application# 10	084.08.2024	40-000-000-12-1224-000C	4,943.07
	Community Center Phase II				242801	Application# 9	084.08.2024	40-800-846-57-5701-000C	219,371.86
	Community Center Phase II WDSRA				242801	Application# 9	084.08.2024	40-000-000-12-1224-000C	48,154.80
								Vendor Total:	294,988.13
07523	ForeverLawn Chicago								
	Briar Patch Fitness Surface				242669	7020	083.08.2024	40-800-806-57-5701-000C	9,542.02
	Briar Patch Fitness Surface				242669	7020	083.08.2024	40-000-000-12-1224-000C	2,094.59
								Vendor Total:	11,636.61
								Fund Total:	430,663.33
60	Golf Fund								
00057	Armbrust Plumbing & Air Conditioning Inc.								
	Inv# 67568853				242646	67568853	083.08.2024	60-000-000-53-5311-000C	1,140.00
								Vendor Total:	1,140.00
00058	Arthur Clesen Inc.								
	Seclear/Captain/Sureguard				242564	16978-00	082.08.2024	60-601-000-52-5210-000C	917.80
								Vendor Total:	917.80
00068	AT&T Mobility								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				871-4196 AGC Tablet 15 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	23.24
				703-1526 AGC Backup 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	83.24
				624-3574 D. Novak 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	75.30
				520-5201 AGC Tablet 13 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	23.24
				520-5473 AGC Tablet 14 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	23.24
				240-0783 Hot Spot 4 AGC 071824-081724	242829	877051597_0824	091.09.2024	60-000-000-52-5265-000C	43.23
								Vendor Total:	271.49
00070	AT&T Internet			AGC 26W151 Butterfield Rd 081224-091124	242647	327249254_0924	083.08.2024	60-000-000-52-5262-000C	109.94
								Vendor Total:	109.94
00125	Black Gold Septic Inc			Inv# 45944	242649	45944	083.08.2024	60-000-000-52-5263-000C	465.00
				Inv# 45965	242649	45965	083.08.2024	60-000-000-52-5210-000C	700.00
								Vendor Total:	1,165.00
00192	City of Wheaton			July Board Meeting	242839	513218	091.09.2024	60-000-000-54-5401-000C	103.34
				August Board Meeting	242839	513219	091.09.2024	60-000-000-54-5401-000C	101.66
								Vendor Total:	205.00
00193	City of Wheaton			AGC Clubhouse 070924-080624	242656	0293553000_0824	083.08.2024	60-000-000-52-5264-000C	971.06
				AGC Maintenance Building 070924-080624	242656	0293553100_0824	083.08.2024	60-000-000-52-5264-000C	142.51
				AGC Chemical Building 070924-080624	242656	0293553200_0824	083.08.2024	60-000-000-52-5264-000C	142.51
								Vendor Total:	1,256.08
00195	The CIT Group/Commercial Services Inc.			Ladies Crew Gray Dress	242700	19376014	083.08.2024	60-000-000-14-1431-000C	232.43
								Vendor Total:	232.43
00293	Fortune Fish Company			Inv# 388435 Seafood	242589	388435-072424	082.08.2024	60-000-000-14-1411-000C	346.08
				Inv# 388435 Meat	242589	388435-072424	082.08.2024	60-000-000-14-1411-000C	115.60
				Inv# 392721 Seafood	242589	392721-072624	082.08.2024	60-000-000-14-1411-000C	604.09
				Inv# 392752 Meat	242589	392752-072624	082.08.2024	60-000-000-14-1411-000C	57.80
				Inv# 392752 General Grocery	242589	392752-072624	082.08.2024	60-000-000-14-1415-000C	210.28
				Inv# 392752 Seafood	242589	392752-072624	082.08.2024	60-000-000-14-1411-000C	635.04
				Inv# 400057 Seafood	242670	400057-073124	083.08.2024	60-000-000-14-1411-000C	295.34
				Inv# 400057 General Grocery	242670	400057-073124	083.08.2024	60-000-000-14-1415-000C	219.52
				Inv# 402253 Seafood	242670	402253-080124	083.08.2024	60-000-000-14-1411-000C	306.53
				Inv# 404311 Meat	242670	404311-080224	083.08.2024	60-000-000-14-1411-000C	115.60
				Inv# 404311 Seafood	242670	404311-080224	083.08.2024	60-000-000-14-1411-000C	458.10
				Inv# 406351 Meat	242670	406351-080324	083.08.2024	60-000-000-14-1411-000C	65.00
				Inv# 408043 Meat	242750	408043-080524	084.08.2024	60-000-000-14-1411-000C	115.60
				Inv# 408043 Seafood	242750	408043-080524	084.08.2024	60-000-000-14-1411-000C	393.55
				Inv# 413950 Seafood	242750	413950-080824	084.08.2024	60-000-000-14-1411-000C	608.42
				Inv# 413950 Meat	242750	413950-080824	084.08.2024	60-000-000-14-1411-000C	115.60
				Inv# 417985 Seafood	242750	417985-081024	084.08.2024	60-000-000-14-1411-000C	149.28
				Inv# 417985 General Grocery	242750	417985-081024	084.08.2024	60-000-000-14-1415-000C	175.72
				Inv# 423464 Seafood	242848	423464-081424	091.09.2024	60-000-000-14-1411-000C	672.67
				Inv# 423464 Meat	242848	423464-081424	091.09.2024	60-000-000-14-1411-000C	115.60
				Inv# 425589 Meat	242848	425589-081524	091.09.2024	60-000-000-14-1411-000C	57.80
				Inv# 425589 Seafood	242848	425589-081524	091.09.2024	60-000-000-14-1411-000C	406.46
				Inv# 427886 Seafood	242848	427886-081624	091.09.2024	60-000-000-14-1411-000C	247.79
				Inv# 429646 Seafood	242848	429646-081724	091.09.2024	60-000-000-14-1411-000C	355.52

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Inv# 435578 Meat	242848	435578-082124	091.09.2024	60-000-000-14-1411-000C	57.80
				Inv# 435578 Seafood	242848	435578-082124	091.09.2024	60-000-000-14-1411-000C	698.57
				Inv# 441817 Seafood	242848	441817-082424	091.09.2024	60-000-000-14-1411-000C	210.56
				Inv# 441817 General Grocery	242848	441817-082424	091.09.2024	60-000-000-14-1415-000C	219.52
								Vendor Total:	8,029.44
00323	Government Navigation Group			Consulting Services August 2024	242852	2135	091.09.2024	60-000-000-52-5205-000C	1,333.33
								Vendor Total:	1,333.33
00334	Gordon Food Service			Inv# 960100478 Dairy	242592	960100478	082.08.2024	60-000-000-14-1414-000C	119.59
				Inv# 960100478 General Grocery	242592	960100478	082.08.2024	60-000-000-14-1415-000C	374.94
				Inv# 960101804 General Grocery	242851	960101804	091.09.2024	60-000-000-14-1415-000C	276.58
								Vendor Total:	771.11
00335	W W Grainger Inc			Polypipe Fitting	242885	9205586739	091.09.2024	60-601-000-53-5343-000C	23.29
								Vendor Total:	23.29
00395	Harris Motor Sports Inc			2024 UMAX 2 Utility Cart	242673	02-377946	083.08.2024	60-611-000-57-5706-000C	14,025.00
				Inv# 02-378825	242673	02-378825	083.08.2024	60-601-000-53-5315-000C	321.29
				Inv# 02-379543	242755	02-379543	084.08.2024	60-601-000-53-5315-000C	67.19
								Vendor Total:	14,413.48
00408	Community School District 200			Paper Order	242840	082824	091.09.2024	60-000-000-53-5302-000C	360.00
								Vendor Total:	360.00
00417	Constellation NewEnergy Inc			AGC Clubhouse 071624-081424	242739	2541575575_0824	084.08.2024	60-000-000-52-5260-000C	122.75
				AGC Clubhouse 071624-081424	242739	3652560612_0824	084.08.2024	60-000-000-52-5260-000C	12,906.61
				Orchard Gate 071624-081424	242739	9855694583_0824	084.08.2024	60-000-000-52-5260-000C	27.58
								Vendor Total:	13,056.94
00419	Consumers Packing Co.			Inv# 410862 Meat	242740	410862	084.08.2024	60-000-000-14-1411-000C	255.75
				Inv# 411245 Meat	242579	411245	082.08.2024	60-000-000-14-1411-000C	3,322.51
				Inv# 411457 Meat	242579	411457	082.08.2024	60-000-000-14-1411-000C	983.55
				Inv# 411651 Meat	242579	411651	082.08.2024	60-000-000-14-1411-000C	905.48
				Inv# 411704 Meat	242661	411704	083.08.2024	60-000-000-14-1411-000C	3,848.57
				Inv# 411787 Meat	242661	411787	083.08.2024	60-000-000-14-1411-000C	2,165.99
				Inv# 411869 Meat	242661	411869	083.08.2024	60-000-000-14-1411-000C	1,061.48
				Inv# 411900 Meat	242661	411900	083.08.2024	60-000-000-14-1411-000C	362.60
				Inv# 411918 Meat	242661	411918	083.08.2024	60-000-000-14-1411-000C	1,012.30
				Inv# 412006 Meat	242740	412006	084.08.2024	60-000-000-14-1411-000C	3,222.46
				Inv# 412112 Meat	242740	412112	084.08.2024	60-000-000-14-1411-000C	2,091.37
				Inv# 412115 Meat	242740	412115	084.08.2024	60-000-000-14-1411-000C	465.43
				Inv# 412226 Meat	242740	412226	084.08.2024	60-000-000-14-1411-000C	2,311.41
				Inv# 412293 Meat	242842	412293	091.09.2024	60-000-000-14-1411-000C	2,249.12
				Inv# 412485 Meat	242842	412485	091.09.2024	60-000-000-14-1411-000C	788.88
				Inv# 412493 Meat	242842	412493	091.09.2024	60-000-000-14-1411-000C	674.92
				Inv# 412553 Meat	242842	412553	091.09.2024	60-000-000-14-1411-000C	160.58
				Inv# 412592 Meat	242842	412592	091.09.2024	60-000-000-14-1411-000C	4,398.90
				Inv# 412803 Meat	242842	412803	091.09.2024	60-000-000-14-1411-000C	606.61

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					30,887.91
00475 Constellation Newenergy Gas Division LLC					
AGC Clubhouse 070124-073124	242659	2400503855_0724	083.08.2024	60-000-000-52-5261-000C	5,228.65
Vendor Total:					5,228.65
00615 MENARDS WEST CHICAGO					
Inv# 3390	242772	3390	084.08.2024	60-000-000-53-5313-000C	40.76
Inv# 3585	242772	3585	084.08.2024	60-000-000-53-5313-000C	53.42
Inv# 03593	242605	3593	082.08.2024	60-601-000-53-5315-000C	57.28
Vendor Total:					151.46
00680 Northern Illinois Gas Company					
AGC Maintenance Building 061124-071124	242609	1106501000_0724	082.08.2024	60-000-000-52-5261-000C	145.38
AGC Maintenance Building 071124-081324	242682	1106501000_0824	083.08.2024	60-000-000-52-5261-000C	146.92
Vendor Total:					292.30
00714 Otis Elevator Company					
AGC Elevator Service	242684	QTE-001924865	083.08.2024	60-000-000-52-5211-000C	1,800.00
Vendor Total:					1,800.00
00742 Pepsi Beverages Company					
Inv# 08458455 Non-Alcoholic Beverages	242870	08458455	091.09.2024	60-000-000-14-1416-000C	1,261.24
Inv# 20448253 Non-Alcoholic Beverages	242782	20448253	084.08.2024	60-000-000-14-1416-000C	1,942.22
Inv# 22768963 Non-Alcoholic Beverages	242688	22768963	083.08.2024	60-000-000-14-1416-000C	595.36
Inv# 26457056 Non-Alcoholic Beverages	242870	26457056	091.09.2024	60-000-000-14-1416-000C	1,504.64
Inv# 29840153 Non-Alcoholic Beverages	242688	29840153	083.08.2024	60-000-000-14-1416-000C	1,383.96
Inv# 45670102 Non-Alcoholic Beverages	242613	45670102	082.08.2024	60-000-000-14-1416-000C	2,606.65
Vendor Total:					9,288.07
00792 Reinders Inc					
Toro Greensmaster Triflex Hybrid 3320 Mowers	242873	4070514-00	091.09.2024	60-601-000-57-5706-000C	105,815.89
Toro Greensmaster Triflex Hybrid 3320 Mower	242873	4070516-00	091.09.2024	60-601-000-57-5706-000C	54,834.00
Inv# 6058494-00	242873	6058494-00	091.09.2024	60-601-000-53-5315-000C	594.60
Inv# 6059031-00	242873	6059031-00	091.09.2024	60-601-000-53-5315-000C	919.15
Inv# 6059736-00	242873	6059736-00	091.09.2024	60-601-000-53-5315-000C	178.61
Vendor Total:					162,342.25
00825 Russo Hardware Inc					
Inv# SPI20769768	242622	SPI20769768	082.08.2024	60-601-000-53-5306-000C	519.99
Inv# SPI20769768	242622	SPI20769768	082.08.2024	60-601-000-53-5348-000C	100.32
Vendor Total:					620.31
00911 Stuever & Sons Inc					
Inv# 446921 Beer Line Cleaning	242802	446921	084.08.2024	60-612-000-52-5210-000C	104.00
Inv# 447631 Beer Line Cleaning	242625	447631	082.08.2024	60-612-000-52-5210-000C	104.00
Inv# 447631 Sani Strips	242625	447631	082.08.2024	60-612-902-53-5388-000C	30.00
Vendor Total:					238.00
00944 TESTING SERVICE CORPORATION					
Core Samples Arrowhead Asphalt Paving Projec	242878	IN131304	091.09.2024	60-611-000-57-5701-000C	1,900.00
Vendor Total:					1,900.00
00956 Titleist					
Rebate Credit	242809	918422192	084.08.2024	60-000-000-14-1432-000C	-698.00
Golf Balls	242705	918479464	083.08.2024	60-000-000-14-1432-000C	382.50

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Demo Bag				242629	918489201	082.08.2024	60-000-000-14-1430-000C	175.24
	August & September Ball Order				242705	918664799	083.08.2024	60-000-000-14-1432-000C	7,250.70
	IFC Golf Balls				242705	918680064	083.08.2024	60-000-000-14-1432-000C	1,118.40
	Pro V1 X Fill in for Fall				242809	918690492	084.08.2024	60-000-000-14-1432-000C	995.99
	GT Test Kit 2 of 2 Drivers				242809	918708263	084.08.2024	60-000-000-14-1430-000C	2,962.25
	GT Demo Clubs				242705	918725216	083.08.2024	60-000-000-14-1430-000C	516.00
								Vendor Total:	12,703.08
01052	Wilhelmi, Margie								
	Reimbursement for Retirement Plaque				242820	050624	084.08.2024	60-000-000-54-5434-000C	63.99
								Vendor Total:	63.99
02231	Sysco-Chicago								
	Inv# 724548746 Restaurant Supplies				242627	724548746	082.08.2024	60-612-902-53-5388-000C	339.97
	Inv# 724548746 Banquet Supplies				242627	724548746	082.08.2024	60-612-901-53-5390-000C	538.50
	Inv# 724548747 Meat				242627	724548747	082.08.2024	60-000-000-14-1411-000C	810.27
	Inv# 724548747 Meat				242627	724548747	082.08.2024	60-000-000-14-1411-000C	158.60
	Inv# 724548747 General Grocery				242627	724548747	082.08.2024	60-000-000-14-1415-000C	1,662.18
	Inv# 724548747 Non-Alcoholic Beverages				242627	724548747	082.08.2024	60-000-000-14-1416-000C	259.02
	Inv# 724553523 Meat				242627	724553523	082.08.2024	60-000-000-14-1411-000C	246.78
	Inv# 724553523 Meat				242627	724553523	082.08.2024	60-000-000-14-1411-000C	340.77
	Inv# 724553523 General Grocery				242627	724553523	082.08.2024	60-000-000-14-1415-000C	911.88
	Inv# 724553524 Cleaning Supplies				242627	724553524	082.08.2024	60-612-000-53-5316-000C	581.28
	Inv# 724553525 Banquet Supplies				242627	724553525	082.08.2024	60-612-901-53-5390-000C	65.16
	Inv# 724553525 Restaurant Supplies				242627	724553525	082.08.2024	60-612-902-53-5388-000C	839.96
	Inv# 724553525 Cleaning Supplies				242627	724553525	082.08.2024	60-612-000-53-5316-000C	137.36
	Inv# 724553526 General Grocery				242627	724553526	082.08.2024	60-000-000-14-1415-000C	1,088.92
	Inv# 724553526 Meat				242627	724553526	082.08.2024	60-000-000-14-1411-000C	902.51
	Inv# 724553527 General Grocery				242627	724553527	082.08.2024	60-000-000-14-1415-000C	262.99
	Inv# 724564969 Meat				242627	724564969	082.08.2024	60-000-000-14-1411-000C	1,779.92
	Inv# 724564969 Dairy				242627	724564969	082.08.2024	60-000-000-14-1414-000C	84.62
	Inv# 724564969 General Grocery				242627	724564969	082.08.2024	60-000-000-14-1415-000C	2,448.87
	Inv# 724564969 Produce				242627	724564969	082.08.2024	60-000-000-14-1413-000C	73.77
	Inv# 724564969 Meat				242627	724564969	082.08.2024	60-000-000-14-1411-000C	899.09
	Inv# 724564970 General Grocery				242627	724564970	082.08.2024	60-000-000-14-1415-000C	27.63
	Inv# 724564970 Cleaning Supplies				242627	724564970	082.08.2024	60-612-000-53-5316-000C	473.49
	Inv# 724564970 Restaurant Supplies				242627	724564970	082.08.2024	60-612-902-53-5388-000C	239.13
	Inv# 724565781 Restaurant Supplies				242698	724565781	083.08.2024	60-612-902-53-5388-000C	253.73
	Inv# 724565781 Banquet Supplies				242698	724565781	083.08.2024	60-612-901-53-5390-000C	124.94
	Inv# 724565781 Custodial Supplies				242698	724565781	083.08.2024	60-612-000-53-5316-000C	219.25
	Inv# 724565782 Meat				242698	724565782	083.08.2024	60-000-000-14-1411-000C	875.87
	Inv# 724565782 Meat				242698	724565782	083.08.2024	60-000-000-14-1411-000C	488.85
	Inv# 724565782 General Grocery				242698	724565782	083.08.2024	60-000-000-14-1415-000C	1,163.89
	Inv# 724570012 Dairy				242698	724570012	083.08.2024	60-000-000-14-1414-000C	149.20
	Inv# 724570012 Meat				242698	724570012	083.08.2024	60-000-000-14-1411-000C	620.53
	Inv# 724570012 General Grocery				242698	724570012	083.08.2024	60-000-000-14-1415-000C	1,417.61
	Inv# 724570012 Restaurant Supplies				242698	724570012	083.08.2024	60-612-902-53-5388-000C	110.06
	Inv# 724570013 Restaurant Supplies				242698	724570013	083.08.2024	60-612-902-53-5388-000C	33.03
	Inv# 724585091 Custodial Supplies				242698	724585091	083.08.2024	60-000-000-53-5316-000C	695.68
	Inv# 724585092 General Grocery				242698	724585092	083.08.2024	60-000-000-14-1415-000C	497.56
	Inv# 724585093 General Grocery				242698	724585093	083.08.2024	60-000-000-14-1415-000C	519.17
	Inv# 724585094 General Grocery				242698	724585094	083.08.2024	60-000-000-14-1415-000C	27.63
	Inv# 724585094 Restaurant Supplies				242698	724585094	083.08.2024	60-612-902-53-5388-000C	707.62
	Inv# 724585095 Meat				242698	724585095	083.08.2024	60-000-000-14-1411-000C	428.38
	Inv# 724585095 Meat				242698	724585095	083.08.2024	60-000-000-14-1411-000C	637.47
	Inv# 724585095 General Grocery				242698	724585095	083.08.2024	60-000-000-14-1415-000C	1,829.02
	Inv# 724585095 Non-Alcoholic Beverages				242698	724585095	083.08.2024	60-000-000-14-1416-000C	482.05
	Inv# 724586115 Meat				242803	724586115	084.08.2024	60-000-000-14-1411-000C	689.55

Fund	Description					
Vendor No	Vendor Name					
Line Item Description		Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 724586115 Meat		242803	724586115	084.08.2024	60-000-000-14-1411-000C	718.37
Inv# 724586115 General Grocery		242803	724586115	084.08.2024	60-000-000-14-1415-000C	1,851.35
Inv# 724586115 Banquet Supplies		242803	724586115	084.08.2024	60-612-901-53-5390-000C	21.35
Inv# 724590295 Restaurant Supplies		242803	724590295	084.08.2024	60-612-902-53-5388-000C	757.05
Inv# 724590295 Banquet Supplies		242803	724590295	084.08.2024	60-612-901-53-5390-000C	17.62
Inv# 724590295 Cleaning Supplies		242803	724590295	084.08.2024	60-612-000-53-5316-000C	526.40
Inv# 724590296 Meat		242803	724590296	084.08.2024	60-000-000-14-1411-000C	205.99
Inv# 724590296 General Grocery		242803	724590296	084.08.2024	60-000-000-14-1415-000C	1,688.52
Inv# 724601936 Dairy		242803	724601936	084.08.2024	60-000-000-14-1414-000C	96.81
Inv# 724601936 Meat		242803	724601936	084.08.2024	60-000-000-14-1411-000C	1,279.56
Inv# 724601936 General Grocery		242803	724601936	084.08.2024	60-000-000-14-1415-000C	852.68
Inv# 724601936 Produce		242803	724601936	084.08.2024	60-000-000-14-1413-000C	122.95
Inv# 724601937 Restaurant Supplies		242803	724601937	084.08.2024	60-612-902-53-5388-000C	257.76
Inv# 724601937 General Grocery		242803	724601937	084.08.2024	60-000-000-14-1415-000C	460.59
Inv# 724601937 Cleaning Supplies		242803	724601937	084.08.2024	60-612-000-53-5316-000C	228.57
Inv# 724601937 Banquet Supplies		242803	724601937	084.08.2024	60-612-901-53-5390-000C	12.51
Inv# 724601938 Dairy		242803	724601938	084.08.2024	60-000-000-14-1414-000C	32.04
Inv# 724601938 Meat		242803	724601938	084.08.2024	60-000-000-14-1411-000C	809.82
Inv# 724601938 Meat		242803	724601938	084.08.2024	60-000-000-14-1411-000C	508.76
Inv# 724601938 General Grocery		242803	724601938	084.08.2024	60-000-000-14-1415-000C	1,385.38
Inv# 724601939 General Grocery		242803	724601939	084.08.2024	60-000-000-14-1415-000C	258.49
Inv# 724601939 Meat		242803	724601939	084.08.2024	60-000-000-14-1411-000C	256.21
Inv# 724601939 Meat		242803	724601939	084.08.2024	60-000-000-14-1411-000C	123.24
Inv# 724602994 General Grocery		242877	724602994	091.09.2024	60-000-000-14-1415-000C	1,055.78
Inv# 724602994 Non-Alcoholic Beverages		242877	724602994	091.09.2024	60-000-000-14-1416-000C	53.00
Inv# 724602994 Meat		242877	724602994	091.09.2024	60-000-000-14-1411-000C	504.75
Inv# 724602994 Meat		242877	724602994	091.09.2024	60-000-000-14-1411-000C	169.82
Inv# 724602995 Restaurant Supplies		242877	724602995	091.09.2024	60-612-902-53-5388-000C	467.29
Inv# 724602996 Restaurant Supplies		242877	724602996	091.09.2024	60-612-902-53-5388-000C	220.34
Inv# 724602997 General Grocery		242877	724602997	091.09.2024	60-000-000-14-1415-000C	198.26
Inv# 724607375 General Grocery		242877	724607375	091.09.2024	60-000-000-14-1415-000C	55.83
Inv# 724607376 Cleaning Supplies		242877	724607376	091.09.2024	60-000-000-53-5316-000C	339.50
Inv# 724607377 Banquet Supplies		242877	724607377	091.09.2024	60-612-901-53-5390-000C	273.97
Inv# 724607377 Restaurant Supplies		242877	724607377	091.09.2024	60-612-902-53-5388-000C	386.95
Inv# 724607377 Cleaning Supplies		242877	724607377	091.09.2024	60-612-000-53-5316-000C	431.87
Inv# 724607378 Meat		242877	724607378	091.09.2024	60-000-000-14-1411-000C	492.95
Inv# 724607378 Meat		242877	724607378	091.09.2024	60-000-000-14-1411-000C	341.82
Inv# 724607378 General Grocery		242877	724607378	091.09.2024	60-000-000-14-1415-000C	1,250.16
Inv# 724619169 Dairy		242877	724619169	091.09.2024	60-000-000-14-1414-000C	169.24
Inv# 724619169 Meat		242877	724619169	091.09.2024	60-000-000-14-1411-000C	1,081.24
Inv# 724619169 Meat		242877	724619169	091.09.2024	60-000-000-14-1411-000C	248.24
Inv# 724619169 General Grocery		242877	724619169	091.09.2024	60-000-000-14-1415-000C	1,769.40
Inv# 724619169 Non-Alcoholic Beverages		242877	724619169	091.09.2024	60-000-000-14-1416-000C	127.07
Inv# 724619169 Cleaning Supplies		242877	724619169	091.09.2024	60-612-000-53-5316-000C	96.44
Inv# 724619169 Cleaning Supplies		242877	724619169	091.09.2024	60-612-000-53-5316-000C	696.68
Inv# 724619549 Meat		242877	724619549	091.09.2024	60-000-000-14-1411-000C	133.34
Inv# 724620206 Meat		242877	724620206	091.09.2024	60-000-000-14-1411-000C	593.13
Inv# 724620206 General Grocery		242877	724620206	091.09.2024	60-000-000-14-1415-000C	2,128.52
Inv# 724620206 Meat		242877	724620206	091.09.2024	60-000-000-14-1411-000C	640.01
Inv# 724620206 Non-Alcoholic Beverages		242877	724620206	091.09.2024	60-000-000-14-1416-000C	389.28
Inv# 724620207 Restaurant Supplies		242877	724620207	091.09.2024	60-612-902-53-5388-000C	838.35
Inv# 724620207 Banquet Supplies		242877	724620207	091.09.2024	60-612-901-53-5390-000C	57.61
Inv# 724620207 Cleaning Supplies		242877	724620207	091.09.2024	60-612-000-53-5316-000C	96.44
Inv# 724624520 Restaurant Supplies		242877	724624520	091.09.2024	60-612-902-53-5388-000C	335.54
Inv# 724624520 Meat		242877	724624520	091.09.2024	60-000-000-14-1411-000C	136.20
Inv# 724624520 General Grocery		242877	724624520	091.09.2024	60-000-000-14-1415-000C	994.64
Inv# 724624520 Banquet Supplies		242877	724624520	091.09.2024	60-612-901-53-5390-000C	28.63
Inv# 724624521 Supplies		242877	724624521	091.09.2024	60-000-000-53-5316-000C	369.00

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 724637711 Meat	242877	724637711	091.09.2024	60-000-000-14-1411-000C	607.80
Inv# 724637711 Meat	242877	724637711	091.09.2024	60-000-000-14-1411-000C	84.56
Inv# 724637711 General Grocery	242877	724637711	091.09.2024	60-000-000-14-1415-000C	1,135.25
Inv# 724637711 Non-Alcoholic Beverages	242877	724637711	091.09.2024	60-000-000-14-1416-000C	259.02
Inv# 724637711 Restaurant Supplies	242877	724637711	091.09.2024	60-612-902-53-5388-000C	64.91
Vendor Total:					58,938.61
02265 Parts Town					
Inv# 2103222814	242686	2103222814	083.08.2024	60-612-000-54-5441-000C	460.80
Vendor Total:					460.80
03113 Airgas National Carbonation					
Inv# 9150658631 Bulk Co2	242643	9150658631	083.08.2024	60-612-000-52-5220-000C	236.57
Inv# 9151685027 Bulk Co2	242643	9151685027	083.08.2024	60-612-000-52-5220-000C	228.73
Inv# 9152125128 Bulk Co2	242643	9152125128	083.08.2024	60-612-000-52-5220-000C	144.23
Vendor Total:					609.53
03219 Novatoo					
Inv# 14039 Event AV Rental	242610	14039	082.08.2024	60-612-901-52-5292-000C	2,290.00
Vendor Total:					2,290.00
03481 Tressler LLP					
Services through 04/30/24	242630	487394	082.08.2024	60-000-000-52-5207-000C	1,642.67
Vendor Total:					1,642.67
03754 Comcast Cable					
AGC Clubhouse 081424-091324	242575	87712049102197_05	082.08.2024	60-000-000-52-5262-000C	256.85
Vendor Total:					256.85
03862 Redexim North America					
Inv# 113999	242617	113999	082.08.2024	60-601-000-53-5315-000C	940.34
Vendor Total:					940.34
04267 Martin Whalen Group Inc					
AGC Clubhouse 072824-082724	242863	70548_0824	091.09.2024	60-611-000-52-5211-0000	19.07
AGC Clubhouse 082824-092724	242863	70548_0924	091.09.2024	60-611-000-52-5211-0000	19.07
AGC Clubhouse 072824-082724	242863	70549_0824	091.09.2024	60-000-000-52-5211-000C	4.06
AGC Clubhouse 082824-092724	242863	70549_0924	091.09.2024	60-000-000-52-5211-000C	4.06
Arrowhead- Maintenance 072824-082724	242863	70559_0824	091.09.2024	60-000-000-52-5211-000C	15.60
Arrowhead- Maintenance 082824-092724	242863	70559_0924	091.09.2024	60-000-000-52-5211-000C	15.60
AGC Clubhouse 072824-082724	242863	70561_0824	091.09.2024	60-612-000-52-5211-000C	12.60
AGC Clubhouse 082824-092724	242863	70561_0924	091.09.2024	60-612-000-52-5211-000C	12.60
AGC Clubhouse 072824-082724	242863	70563_0824	091.09.2024	60-601-000-52-5211-000C	4.54
AGC Clubhouse 082824-092724	242863	70563_0924	091.09.2024	60-601-000-52-5211-000C	4.54
AGC 072824-082724	242863	MW82279_0824	091.09.2024	60-000-000-52-5211-000C	628.52
AGC 082824-092724	242863	MW82279_0924	091.09.2024	60-000-000-52-5211-000C	628.52
Vendor Total:					1,368.78
04419 TriMark Marlinn LLC					
Inv# 3203458 Banquet Supplies	242881	3203458	091.09.2024	60-612-901-53-5390-000C	1,401.00
Vendor Total:					1,401.00
04508 Get Fresh Produce Inc.					
CM# 00548011 Produce	242591	00548011	082.08.2024	60-000-000-14-1413-000C	-2.75
CM# 00550776 Produce	242850	00550776	091.09.2024	60-000-000-14-1413-000C	-19.95
Inv# 04754062 Produce	242591	04754062	082.08.2024	60-000-000-14-1413-000C	214.75

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 04754062	Dairy	242591	04754062			082.08.2024		60-000-000-14-1414-000C	390.10
Inv# 04755953	Dairy	242591	04755953			082.08.2024		60-000-000-14-1414-000C	487.48
Inv# 04755953	Produce	242591	04755953			082.08.2024		60-000-000-14-1413-000C	664.70
Inv# 04772197	Dairy	242591	04772197			082.08.2024		60-000-000-14-1414-000C	681.24
Inv# 04772197	Produce	242591	04772197			082.08.2024		60-000-000-14-1413-000C	579.80
Inv# 04774991	Dairy	242591	04774991			082.08.2024		60-000-000-14-1414-000C	312.19
Inv# 04774991	Produce	242591	04774991			082.08.2024		60-000-000-14-1413-000C	810.90
Inv# 04776993	Produce	242591	04776993			082.08.2024		60-000-000-14-1413-000C	691.00
Inv# 04776993	Dairy	242591	04776993			082.08.2024		60-000-000-14-1414-000C	313.01
Inv# 04779733	Dairy	242591	04779733			082.08.2024		60-000-000-14-1414-000C	201.73
Inv# 04779733	Produce	242591	04779733			082.08.2024		60-000-000-14-1413-000C	705.25
Inv# 04781329	Produce	242671	04781329			083.08.2024		60-000-000-14-1413-000C	463.00
Inv# 04781329	Dairy	242671	04781329			083.08.2024		60-000-000-14-1414-000C	520.90
Inv# 04781528	Produce	242671	04781528			083.08.2024		60-000-000-14-1413-000C	403.95
Inv# 04782709	Dairy	242671	04782709			083.08.2024		60-000-000-14-1414-000C	251.45
Inv# 04782709	Produce	242671	04782709			083.08.2024		60-000-000-14-1413-000C	576.75
Inv# 04784553	Dairy	242671	04784553			083.08.2024		60-000-000-14-1414-000C	397.64
Inv# 04784553	Produce	242671	04784553			083.08.2024		60-000-000-14-1413-000C	481.40
Inv# 04785499	Produce	242671	04785499			083.08.2024		60-000-000-14-1413-000C	890.75
Inv# 04785499	Dairy	242671	04785499			083.08.2024		60-000-000-14-1414-000C	43.12
Inv# 04786792	Produce	242671	04786792			083.08.2024		60-000-000-14-1413-000C	750.55
Inv# 04786792	Dairy	242671	04786792			083.08.2024		60-000-000-14-1414-000C	562.17
Inv# 04788149	Produce	242752	04788149			084.08.2024		60-000-000-14-1413-000C	483.35
Inv# 04788149	Dairy	242752	04788149			084.08.2024		60-000-000-14-1414-000C	460.81
Inv# 04789193	Dairy	242752	04789193			084.08.2024		60-000-000-14-1414-000C	223.30
Inv# 04789193	Produce	242752	04789193			084.08.2024		60-000-000-14-1413-000C	70.60
Inv# 04790377	Dairy	242752	04790377			084.08.2024		60-000-000-14-1414-000C	354.30
Inv# 04790377	Produce	242752	04790377			084.08.2024		60-000-000-14-1413-000C	647.60
Inv# 04793383	Produce	242752	04793383			084.08.2024		60-000-000-14-1413-000C	694.80
Inv# 04793383	Dairy	242752	04793383			084.08.2024		60-000-000-14-1414-000C	293.20
Inv# 04794695	Dairy	242752	04794695			084.08.2024		60-000-000-14-1414-000C	406.71
Inv# 04794695	Produce	242752	04794695			084.08.2024		60-000-000-14-1413-000C	673.50
Inv# 04795930	Produce	242850	04795930			091.09.2024		60-000-000-14-1413-000C	300.15
Inv# 04796909	Produce	242850	04796909			091.09.2024		60-000-000-14-1413-000C	602.20
Inv# 04796909	Dairy	242850	04796909			091.09.2024		60-000-000-14-1414-000C	516.92
Inv# 04798212	Produce	242850	04798212			091.09.2024		60-000-000-14-1413-000C	810.30
Inv# 04798212	Dairy	242850	04798212			091.09.2024		60-000-000-14-1414-000C	849.39
Inv# 04799311	Dairy	242850	04799311			091.09.2024		60-000-000-14-1414-000C	99.60
Inv# 04799311	Produce	242850	04799311			091.09.2024		60-000-000-14-1413-000C	571.50
Inv# 04799537	Produce	242850	04799537			091.09.2024		60-000-000-14-1413-000C	51.00
Inv# 04800469	Produce	242850	04800469			091.09.2024		60-000-000-14-1413-000C	905.15
Inv# 04800469	Dairy	242850	04800469			091.09.2024		60-000-000-14-1414-000C	163.00
Inv# 04801803	Dairy	242850	04801803			091.09.2024		60-000-000-14-1414-000C	380.78
Inv# 04801803	Produce	242850	04801803			091.09.2024		60-000-000-14-1413-000C	245.20
Inv# 04803060	Produce	242850	04803060			091.09.2024		60-000-000-14-1413-000C	310.50
Inv# 04803060	Dairy	242850	04803060			091.09.2024		60-000-000-14-1414-000C	326.95
Inv# 04804155	Dairy	242850	04804155			091.09.2024		60-000-000-14-1414-000C	8.65
Inv# 04804155	Produce	242850	04804155			091.09.2024		60-000-000-14-1413-000C	592.55
Inv# 04805140	Dairy	242850	04805140			091.09.2024		60-000-000-14-1414-000C	1,119.38
Inv# 04805140	Produce	242850	04805140			091.09.2024		60-000-000-14-1413-000C	1,200.60
Inv# 04808382	Dairy	242850	04808382			091.09.2024		60-000-000-14-1414-000C	197.18
Inv# 04808382	Produce	242850	04808382			091.09.2024		60-000-000-14-1413-000C	180.70
Inv# 04808590	Produce	242850	04808590			091.09.2024		60-000-000-14-1413-000C	19.95
								Vendor Total:	25,130.95
04869	BlueTarp Financial Inc								
Northern Tool Inv# 53938001		242721	53938001			084.08.2024		60-601-000-53-5315-000C	263.97

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	263.97
05328	Pendelton Turf Supply Inc								
	Trinexapacetyl/Thiophonate Methly	242869	9675			091.09.2024		60-601-000-53-5335-000C	892.40
								Vendor Total:	892.40
05399	The Prestwick Group Inc.								
	Inv# 26777 Bench for Course	242879	INV26777			091.09.2024		60-000-000-52-5210-000C	1,241.10
								Vendor Total:	1,241.10
05747	Landscape Material & Firewood Sales Inc.								
	Pallets of Capstone for Retaining Wall	242599	59014			082.08.2024		60-601-000-52-5210-000C	1,179.60
								Vendor Total:	1,179.60
05750	Bones Transportation Inc.								
	Trucking Delivery XL 900 Bunker Sand	242832	55211			091.09.2024		60-601-000-52-5210-000C	1,675.13
								Vendor Total:	1,675.13
05765	Luetkehans, Phillip								
	Cosley Parking Lot through 06/30/24	242601	12			082.08.2024		60-000-000-52-5207-000C	557.46
	General Matters through 07/23/24	242601	84			082.08.2024		60-000-000-52-5207-000C	924.00
								Vendor Total:	1,481.46
05940	SiteOne Landscape Supply Holding LLC								
	10 Lb Bag of Ryc/Bluegrass Seed	242624	144544521-001			082.08.2024		60-601-000-53-5331-000C	33.05
	Clubhouse Irrigation Repair	242695	144990665-001			083.08.2024		60-601-000-53-5343-000C	13.01
	Grass Seed for Natural Areas	242695	144990736-001			083.08.2024		60-601-000-53-5331-000C	66.11
								Vendor Total:	112.17
06027	DeEtta's Bakery Inc								
	Inv# 5102 Event Desserts	242662	5102			083.08.2024		60-612-901-52-5292-000C	44.89
	Inv# 5114 Event Desserts	242744	5114			084.08.2024		60-612-901-52-5292-000C	325.00
	Inv# 5206 Event Desserts	242744	5206			084.08.2024		60-612-901-52-5292-000C	755.00
	Inv# 5270 Event Desserts	242662	5270			083.08.2024		60-612-901-52-5292-000C	445.00
	Inv# 5272 Event Desserts	242662	5272			083.08.2024		60-612-901-52-5292-000C	645.00
	Inv# 5284 Event Desserts	242662	5284			083.08.2024		60-612-901-52-5292-000C	265.00
	Inv# 5289 Event Desserts	242744	5289			084.08.2024		60-612-901-52-5292-000C	600.00
	Inv# 5291 Event Desserts	242744	5291			084.08.2024		60-612-901-52-5292-000C	1,320.00
	Inv# 5317 Event Desserts	242744	5317			084.08.2024		60-612-901-52-5292-000C	550.00
	Inv# 5340 Event Dessert	242845	5340			091.09.2024		60-612-901-52-5292-000C	530.00
								Vendor Total:	5,479.89
06178	Mercury Partners 90 BI								
	Inv# 224396	242679	224396			083.08.2024		60-612-000-54-5441-000C	1,609.50
								Vendor Total:	1,609.50
06250	LRS Holdings LLC								
	AGC Clubhouse 090124-093024	242861	47783.1 AGC_0924			091.09.2024		60-000-000-52-5263-000C	259.80
								Vendor Total:	259.80
06308	Westlake Hardware Inc								
	3M Strip Hooks	242888	12611706			091.09.2024		60-000-000-53-5313-000C	13.98
	Paint and Brushes for Out of Bounds Stakes	242888	12611734			091.09.2024		60-601-000-53-5342-000C	80.97
	Irrigation Parts	242888	12611738			091.09.2024		60-601-000-53-5343-000C	156.00
	Inv# 12611739	242888	12611739			091.09.2024		60-601-000-53-5315-000C	26.97

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	277.92
06542	Peerless Network Inc								
	AGC 081524-091424	242687	66174_0924	083.08.2024	60-000-000-52-5262-000C				109.17
								Vendor Total:	109.17
06626	Cozzini Bros, Inc.								
	Inv# C16252052 Cutlery Service	242580	C16252052	082.08.2024	60-612-000-52-5210-000C				50.60
	Inv# C16363899 Cutlery Service	242741	C16363899	084.08.2024	60-612-000-52-5210-000C				50.60
	Inv# C16470545 Cutlery Service	242844	C16470545	091.09.2024	60-612-000-52-5210-000C				50.60
								Vendor Total:	151.80
06640	Yamaha Motor Finance Corporation U.S.A.								
	September GPS Lease	242710	851208	083.08.2024	60-611-000-52-5211-0000				7,882.60
								Vendor Total:	7,882.60
06674	Lingo Communications LLC								
	AGC Golf 080424-090324	242600	34062191	082.08.2024	60-611-000-52-5262-000C				195.89
	AGC Restaurant 080424-090324	242600	34062191	082.08.2024	60-612-902-52-5262-000C				201.82
	AGC Banquets 080424-090324	242600	34062191	082.08.2024	60-612-901-52-5262-000C				195.89
								Vendor Total:	593.60
06687	Van-Lang Enterprises								
	Inv# 318125 General Grocery	242633	318125	082.08.2024	60-000-000-14-1415-000C				458.00
	Inv# 318230 General Grocery	242633	318230	082.08.2024	60-000-000-14-1415-000C				666.00
	Inv# 318321 General Grocery	242813	318321	084.08.2024	60-000-000-14-1415-000C				668.00
	Inv# 318354 General Grocery	242813	318354	084.08.2024	60-000-000-14-1415-000C				1,986.00
	Inv# 318551 General Grocery	242813	318551	084.08.2024	60-000-000-14-1415-000C				194.00
								Vendor Total:	3,972.00
06766	M&M Event Planners Inc.								
	Inv# 5822 Banquet Linen	242602	5822	082.08.2024	60-612-901-52-5292-000C				60.00
								Vendor Total:	60.00
06790	Covia Holdings Corporation								
	XL 900 Bunker Sand	242843	82095974	091.09.2024	60-601-000-53-5331-000C				1,510.88
								Vendor Total:	1,510.88
06900	Two Brothers Coffee Roasters								
	Inv# 28560 Non-Alcoholic Beverages	242631	28560	082.08.2024	60-000-000-14-1416-000C				103.20
	Inv# 28710 Non-Alcoholic Beverages	242883	28710	091.09.2024	60-000-000-14-1416-000C				77.40
								Vendor Total:	180.60
06940	Advocate Health and Hospitals Corporation								
	Back Assessment	242715	860235	084.08.2024	60-418-912-52-5208-000C				75.00
	Back Assessment	242715	860535	084.08.2024	60-418-902-52-5208-000C				75.00
								Vendor Total:	150.00
06960	Campagna-Turano Bakery Inc.								
	Inv# 118022503 General Grocery	242569	118022503	082.08.2024	60-000-000-14-1415-000C				184.06
	Inv# 118022755 General Grocery	242569	118022755	082.08.2024	60-000-000-14-1415-000C				393.83
	Inv# 118022787 General Grocery	242569	118022787	082.08.2024	60-000-000-14-1415-000C				192.07
	Inv# 118022852 General Grocery	242569	118022852	082.08.2024	60-000-000-14-1415-000C				196.38
	Inv# 118022888 General Grocery	242569	118022888	082.08.2024	60-000-000-14-1415-000C				177.60
	Inv# 118022922 General Grocery	242569	118022922	082.08.2024	60-000-000-14-1415-000C				215.70
	Inv# 118022952 General Grocery	242652	118022952	083.08.2024	60-000-000-14-1415-000C				318.46

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Inv# 118022987 General Grocery	242652	118022987	083.08.2024	60-000-000-14-1415-000C	200.25
				Inv# 118023048 General Grocery	242652	118023048	083.08.2024	60-000-000-14-1415-000C	161.09
				Inv# 118023086 General Grocery	242652	118023086	083.08.2024	60-000-000-14-1415-000C	157.87
				Inv# 118023120 General Grocery	242652	118023120	083.08.2024	60-000-000-14-1415-000C	390.26
				Inv# 118023149 General Grocery	242727	118023149	084.08.2024	60-000-000-14-1415-000C	153.12
				Inv# 118023190 General Grocery	242727	118023190	084.08.2024	60-000-000-14-1415-000C	127.26
				Inv# 118023250 General Grocery	242727	118023250	084.08.2024	60-000-000-14-1415-000C	101.77
				Inv# 118023285 General Grocery	242727	118023285	084.08.2024	60-000-000-14-1415-000C	239.04
				Inv# 118023317 General Grocery	242727	118023317	084.08.2024	60-000-000-14-1415-000C	321.69
				Inv# 118023345 General Grocery	242836	118023345	091.09.2024	60-000-000-14-1415-000C	64.87
				Inv# 118023382 General Grocery	242836	118023382	091.09.2024	60-000-000-14-1415-000C	255.64
				Inv# 118023441 General Grocery	242836	118023441	091.09.2024	60-000-000-14-1415-000C	271.10
				Inv# 118023478 General Grocery	242836	118023478	091.09.2024	60-000-000-14-1415-000C	192.21
				Inv# 118023509 General Grocery	242836	118023509	091.09.2024	60-000-000-14-1415-000C	336.34
				Inv# 118023535 General Grocery	242836	118023535	091.09.2024	60-000-000-14-1415-000C	49.92
				Inv# 118023572 General Grocery	242836	118023572	091.09.2024	60-000-000-14-1415-000C	267.11
				Inv# 118023609 General Grocery	242836	118023609	091.09.2024	60-000-000-14-1415-000C	117.51
				Inv# 118023661 General Grocery	242836	118023661	091.09.2024	60-000-000-14-1415-000C	269.41
				Inv# 118023697 General Grocery	242836	118023697	091.09.2024	60-000-000-14-1415-000C	265.31
								Vendor Total:	5,619.87
06999			Reliable Fire Equipment Co.						
				Inv# 112645	242790	112645	084.08.2024	60-000-000-54-5441-000C	1,301.00
								Vendor Total:	1,301.00
07021			SavATree, LLC						
				Systemic Soil Spring Treatment	242623	336258	082.08.2024	60-601-000-54-5419-000C	1,878.00
				Root Disease Treatment	242623	336274	082.08.2024	60-601-000-54-5419-000C	938.00
				Emerald Ash Borer Treatment	242623	336288	082.08.2024	60-601-000-54-5419-000C	1,311.00
								Vendor Total:	4,127.00
07084			O'Toole III, Thomas						
				Inv# 54224 Event Dessert	242868	54224	091.09.2024	60-612-901-52-5292-000C	563.50
								Vendor Total:	563.50
07159			Xerox Corporation						
				AGC Clubhouse SEPT 2024	242822	0100160004001_092	084.08.2024	60-000-000-52-5211-000C	523.50
								Vendor Total:	523.50
07239			Hurley, Peter G.						
				Mileage Reimbursement for July 2024	242595	072924	082.08.2024	60-000-000-54-5422-000C	42.50
								Vendor Total:	42.50
07420			Restaurant Technologies Inc						
				Inv# 18728598 Oil Fee	242791	18728598	084.08.2024	60-612-000-52-5210-000C	348.21
				Inv# 18855870 Oil Fee	242791	18855870	084.08.2024	60-612-000-52-5210-000C	348.21
				Inv# 19032419 Fryer Oil	242791	19032419	084.08.2024	60-612-902-53-5388-000C	1,094.12
				Inv# 19352966 Oil Fee	242791	19352966	084.08.2024	60-612-000-52-5210-000C	348.21
				Inv# 19375366 Fryer Oil	242791	19375366	084.08.2024	60-612-902-53-5388-000C	756.51
								Vendor Total:	2,895.26
07430			MINT GREEN GROUP USA INC.						
				Nike Order	242680	#INV529353	083.08.2024	60-000-000-14-1431-000C	2,044.08
				Nike Order	242680	#INV533487	083.08.2024	60-000-000-14-1431-000C	1,448.20
								Vendor Total:	3,492.28
07463			Vestis Group, Inc.						

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Inv# 6030310932 Restaurant Linen	242634	6030310932	082.08.2024	60-612-902-52-5222-000C	103.13
Inv# 6030310932 Banquet Linen	242634	6030310932	082.08.2024	60-612-901-52-5222-000C	680.00
Inv# 6030313239 Banquet Linen	242634	6030313239	082.08.2024	60-612-901-52-5222-000C	696.00
Inv# 6030313239 Restaurant Linen	242634	6030313239	082.08.2024	60-612-902-52-5222-000C	103.43
Inv# 6030315640 Banquet Linen	242634	6030315640	082.08.2024	60-612-901-52-5222-000C	680.00
Inv# 6030315640 Restaurant Linen	242634	6030315640	082.08.2024	60-612-902-52-5222-000C	103.13
Inv# 6030317966 Banquet Linen	242815	6030317966	084.08.2024	60-612-901-52-5222-000C	680.00
Inv# 6030317966 Restaurant Linen	242815	6030317966	084.08.2024	60-612-902-52-5222-000C	103.13
Inv# 6030320390 Banquet Linen	242815	6030320390	084.08.2024	60-612-901-52-5222-000C	680.00
Inv# 6030320390 Restaurant Linen	242815	6030320390	084.08.2024	60-612-902-52-5222-000C	103.13
Vendor Total:					3,931.95
07506	iHeartMedia Entertainment Inc				
Streaming Ad Program	242674	8821644062	083.08.2024	60-612-415-54-5426-000C	2,752.50
Vendor Total:					2,752.50
07519	Mainstreet Golf Cars LLC				
Inv# 01-4432	242603	01-4432	082.08.2024	60-601-000-53-5315-000C	563.59
Inv# 01-4444	242603	01-4444	082.08.2024	60-601-000-53-5315-000C	129.30
Vendor Total:					692.89
Fund Total:					416,866.72
70	Information Technology				
00068	AT&T Mobility				
Equipment	242829	877051597_0824	091.09.2024	70-000-000-53-5305-000C	1,099.99
Vendor Total:					1,099.99
05743	Advanced Intelligence Engineering				
Park Services UPS Replacement	242561	14261	082.08.2024	70-000-000-52-5240-000C	455.00
Park Services Network Closet Cleanup	242561	14262	082.08.2024	70-000-000-52-5240-000C	380.00
New Access Points for CAC and Mary Lubko B:	242561	14264	082.08.2024	70-000-000-52-5240-000C	380.00
WiFi Expansion for EV Chargers at the Commur	242713	14273	084.08.2024	70-000-000-52-5240-000C	285.00
Keyboard for Executive Assistant	242713	14278	084.08.2024	70-000-000-53-5305-000C	31.48
Vendor Total:					1,531.48
Fund Total:					2,631.47
75	Health Insurance				
00270	Flexible Benefit Service Corp.				
Flex/Cobra Admin Fees 2024	242748	FBS-1008088	084.08.2024	75-000-000-52-5274-000C	84.00
Vendor Total:					84.00
06726	Dearborn Life Insurance Company				
WDSRA% Insurance September 2024	242743	F024990-1 0924	084.08.2024	75-000-000-12-1222-000C	12.92
Foundation% Insurance September 2024	242743	F024990-1 0924	084.08.2024	75-000-000-12-1221-000C	6.48
GTL Insurance September 2024	242743	F024990-1 0924	084.08.2024	75-000-000-52-5230-000C	2,143.22
Vision Insurance September 2024	242743	F024990-1 0924	084.08.2024	75-000-000-52-5231-000C	1,249.03
Retiree Vision Insurance September 2024	242743	F024990-1 0924	084.08.2024	75-000-000-21-2137-000C	38.64
EAP for September 2024	242743	F024990-2 0924	084.08.2024	75-000-000-52-5231-000C	648.96
Vendor Total:					4,099.25
Fund Total:					4,183.25

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
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Report Total:					1,358,402.54
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Accounts Payable

Checks Approval Document



User: rtucker
Printed: 9/12/2024 - 3:09 PM

Wheaton Park District

Board of Commissioners Report From the Period Beginning August 14, 2024 and Ending September 10, 2024.

Fund	Description	Amount
10	General	104,126.33
20	Recreation	69,421.31
22	Cosley Zoo	9,193.14
23	Liability	435.58
26	IMRF	35,982.71
40	Capital Projects	11,344.02
60	Golf Fund	66,747.87
70	Information Technology	10,542.55
75	Health Insurance	171,031.02
Report Total:		478,824.53

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 September 18, 2024.



(Treasurer)



(Secretary)

Accounts Payable

Checks Approval List

User: rtucker
 Printed: 9/12/2024 - 3:14 PM



Wheaton Park District

Board of Commissioners Report From the Period Beginning August 14, 2024 and Ending September 10, 2024

Fund Description
Vendor No Vendor Name

Line Item	Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
10	General					
00465	I.M.R.F.					
07/2024	IMRF	0	1070466-Z1Z8	141.08.2024	10-000-000-21-2124-000C	34,989.04
07/2024	IMRF	0	1070466-Z1Z8	141.08.2024	10-000-000-21-2123-000C	14,623.24
07/2024	IMRF	0	1086531-W4D9	141.08.2024	10-000-000-21-2124-000C	755.52
Vendor Total:						50,367.80
00766	Pre-Paid Legal Service Inc					
08/24	Pre-Paid Legal	0	083124	141.08.2024	10-000-000-21-2127-000C	295.34
Vendor Total:						295.34
01006	Vermont Systems Inc					
07/24	Merchant CC Processing Fees	0	073124	141.08.2024	10-000-000-52-5239-000C	60.88
07/24	Merchant CC Processing Fees	0	073124	141.08.2024	10-000-000-12-1226-000C	64.03
07/24	Merchant CC Processing Fees	0	073124	141.08.2024	10-000-000-12-1226-000C	7.45
07/24	Merchant CC Processing Fees	0	073124	141.08.2024	10-000-416-52-5239-190C	60.27
07/24	Merchant CC Processing Fees	0	073124	141.08.2024	10-101-000-52-5239-000C	96.71
Vendor Total:						289.34
01091	Aflac					
August 2024	Aflac	0	224195	141.08.2024	10-000-000-21-2131-000C	263.06
August 2024	Aflac	0	224195	141.08.2024	10-000-000-21-2132-000C	151.56
Vendor Total:						414.62
02412	Milton Township					
CERT Donation - Northwestern Medicine Rental	167881	081524		163.08.2024	10-000-416-52-5241-190C	250.00
CERT Donation - Summer Entertainment Series	167896	082224		164.08.2024	10-000-416-52-5241-190C	750.00
Summer Entertainment Series - CERT Donation	167910	082924		165.08.2024	10-000-416-52-5241-190C	250.00
Summer Entertainment Series - 08/02/24	167922	083024		161.09.2024	10-000-416-54-5411-190C	1,314.76
CERT Donation - Shakespeare in the Park 2024	167921	090524		161.09.2024	10-000-416-52-5241-1907	750.00
Vendor Total:						3,314.76
03751	Dupage County Collector					
Prairie Building Property Tax 05-08-407-011 - 210			1406882943	141.08.2024	10-000-856-52-5210-000C	420.35
Vendor Total:						420.35
03829	Texas Life Insurance Company					
Texas Life Insurance August 2024		0	SB08FS202408140	141.08.2024	10-000-000-21-2130-000C	171.72
Vendor Total:						171.72
04121	UMB Bank N.A.					
Staff Luncheon		0	0082_2407200000	171.08.2024	10-419-000-54-5434-000C	80.93
WSJ Subscription for August 2024		0	0082_2407230000	171.08.2024	10-419-000-54-5425-000C	38.99
4th of July Chalkboards		0	0118_2407020000	171.08.2024	10-000-416-53-5346-1902	444.49
Apple Pies for 4th of July Parade		0	0118_2407040000	171.08.2024	10-000-416-53-5346-1902	201.69
Sign Shop		0	0118_2407140000	171.08.2024	10-101-000-53-5314-000C	70.00
Fireworks Pizza		0	0134_2407030000	171.08.2024	10-000-416-53-5346-1902	230.11

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	NSP Fountain				0	0182_2407020000	171.08.2024	10-101-000-53-5311-000C	30.94
	Stop Signs				0	0182_2407100000	171.08.2024	10-101-000-53-5334-000C	113.98
	PSC Washer				0	0182_2407100000	171.08.2024	10-101-000-53-5334-000C	40.53
	Locks for Info Kiosks				0	0182_2407110000	171.08.2024	10-101-000-53-5334-000C	37.79
	PSC Fountain				0	0182_2407110000	171.08.2024	10-101-000-53-5312-000C	89.25
	Spray Bottles				0	0182_2407120000	171.08.2024	10-101-000-53-5316-000C	44.60
	MLC				0	0182_2407260000	171.08.2024	10-101-000-53-5311-000C	79.00
	MLC				0	0182_2407260000	171.08.2024	10-101-000-53-5334-000C	73.99
	Door at Blanchard Building				0	0182_2407260000	171.08.2024	10-101-000-53-5314-000C	232.78
	Bandshell Sound System XLR Wall Socket				0	0182_2407310000	171.08.2024	10-101-000-53-5313-1904	1,150.00
	855 Carpet Transition Strip				0	0182_2407310000	171.08.2024	10-101-856-53-5347-000C	27.50
	Paint Supplies				0	0182_2408010000	171.08.2024	10-101-000-53-5347-000C	11.38
	Staff Employee Relations				0	0208_2407310000	171.08.2024	10-101-000-53-5302-000C	649.35
	4th of July Float				0	0314_2407010000	171.08.2024	10-101-000-53-5314-000C	443.20
	IPass Auto Replenish				0	0314_2407020000	171.08.2024	10-101-000-53-5348-000C	40.00
	Unpaid Tolls				0	0314_2407030000	171.08.2024	10-101-000-53-5348-000C	9.30
	Caution Tape				0	0314_2407080000	171.08.2024	10-101-000-53-5334-000C	68.04
	Break Room Supplies				0	0314_2407120000	171.08.2024	10-101-000-53-5302-000C	48.04
	Dough Boy Lighting				0	0314_2407180000	171.08.2024	10-101-000-53-5312-000C	2,227.80
	Missed Tolls				0	0314_2407240000	171.08.2024	10-101-000-53-5348-000C	15.15
	4th of July Staff Wrap up Meeting				0	0455_2407050000	171.08.2024	10-000-000-54-5434-000C	48.68
	Registration Fire and Ice Expo 2 Staff				0	0504_2407100000	171.08.2024	10-101-000-54-5432-000C	90.00
	July 4th Supplies				0	0660_2407030000	171.08.2024	10-000-416-52-5241-1902	300.00
	IGFOA Job Posting for Payroll Specialist				0	0686_2407120000	171.08.2024	10-419-000-54-5434-000C	250.00
	2024 IGFOA Conference - Assistant Finance Dir				0	0686_2407190000	171.08.2024	10-419-000-54-5432-000C	375.00
	Values Event Food				0	0710_2407290000	171.08.2024	10-000-000-53-5302-000C	135.93
	Keurig Coffee for Prairie Office				0	0736_2407260000	171.08.2024	10-000-856-53-5302-000C	122.97
	Laminating Sheets				0	0744_2407090000	171.08.2024	10-000-415-53-5302-000C	38.78
	Tires for Stock				0	0827_2407030000	171.08.2024	10-101-000-53-5315-000C	90.49
	Tires				0	0827_2407090000	171.08.2024	10-101-000-53-5315-000C	148.98
	PSC 61741				0	0827_2407130000	171.08.2024	10-101-000-53-5315-000C	8.60
	Shop Supplies				0	0827_2407190000	171.08.2024	10-101-000-53-5315-000C	89.96
	PSC Eye Wash				0	0827_2407230000	171.08.2024	10-101-000-53-5303-000C	64.00
	PSC 61745 Equipment 1204				0	0827_2407240000	171.08.2024	10-101-000-53-5315-000C	503.90
	PSC 61908				0	0827_2407250000	171.08.2024	10-101-000-53-5315-000C	145.00
	Supplies				0	0827_2407250000	171.08.2024	10-101-000-53-5315-000C	51.91
	Shop Supplies				0	0827_2407260000	171.08.2024	10-101-000-53-5315-000C	36.90
	PSC 62117 Equipment 1460				0	0827_2407290000	171.08.2024	10-101-000-53-5315-000C	40.07
	Lunch for Inventory Day				0	0835_2407020000	171.08.2024	10-419-000-54-5434-000C	36.71
	Custodial Supplies				0	0850_2407170000	171.08.2024	10-101-856-53-5316-000C	100.53
	Custodial Supplies				0	0850_2407190000	171.08.2024	10-101-856-53-5316-000C	114.17
	SES 2024 Ad				0	0876_2407010000	171.08.2024	10-000-416-52-5241-190C	48.47
	SES 2024 Supplies				0	0876_2407010000	171.08.2024	10-000-416-53-5346-190C	59.48
	Facebook Ads - SES 2024				0	0876_2407030000	171.08.2024	10-000-416-52-5241-190C	76.69
	SES 2024 Supplies				0	0876_2407060000	171.08.2024	10-000-416-53-5346-190C	46.78
	Supplies				0	0876_2407110000	171.08.2024	10-000-416-53-5346-190C	125.86
	Facebook Ads - SES 2024				0	0876_2407120000	171.08.2024	10-000-416-52-5241-190C	35.00
	MP Rental 2024				0	0876_2407120000	171.08.2024	10-000-416-52-5241-190C	272.04
	Facebook Ads - SES 2024				0	0876_2407130000	171.08.2024	10-000-416-52-5241-190C	35.00
	Facebook Ads - SES 2024				0	0876_2407150000	171.08.2024	10-000-416-53-5346-190C	50.00
	Facebook Ads - SES 2024				0	0876_2407160000	171.08.2024	10-000-416-52-5241-190C	31.23
	Vernon Computer Source				0	0876_2407190000	171.08.2024	10-000-416-52-5241-190C	250.00
	UPS Shipping				0	0876_2407220000	171.08.2024	10-000-416-53-5346-190C	55.44
	Restaurant Supplies				0	0876_2407240000	171.08.2024	10-000-416-53-5346-190C	257.05
	Facebook Ads - SES 2024				0	0876_2407280000	171.08.2024	10-000-416-53-5346-190C	125.00
	Buckets				0	0876_2407280000	171.08.2024	10-000-416-53-5346-190C	53.30
	Ice Caddy				0	0876_2407300000	171.08.2024	10-000-416-53-5346-190C	90.85
	Exhibit Reproductions				0	0884_2407010000	171.08.2024	10-430-000-53-5302-1107	39.09

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Membership for American Alliance for Museum:	0				0884_2407010000	171.08.2024	10-430-000-54-5425-000C	118.00
	Foam Board	0				0884_2407030000	171.08.2024	10-430-000-53-5302-1107	74.01
	Camp Supplies	0				0884_2407190000	171.08.2024	10-430-000-53-5302-1108	128.92
	Paint for Exhibit Blocks	0				0884_2407210000	171.08.2024	10-430-000-53-5302-1107	27.92
	Velcro for Exhibit	0				0884_2407210000	171.08.2024	10-430-000-53-5302-1107	19.86
	Supplies for VALUES Marian Park Volunteer D	0				0934_2407270000	171.08.2024	10-000-000-53-5302-000C	9.99
	Office Supplies	0				0959_2407010000	171.08.2024	10-000-415-53-5302-000C	35.99
	Google Drive Storage Monthly Subscription Fee	0				0959_2407020000	171.08.2024	10-000-415-54-5425-000C	9.99
	Office Supplies	0				0959_2407100000	171.08.2024	10-000-415-53-5302-000C	54.58
	WP Engine Monthly Web Hosting Fee	0				0959_2407250000	171.08.2024	10-000-415-54-5425-000C	850.00
	July 3/4 Supplies	0				3677_2407010000	171.08.2024	10-000-416-53-5346-1902	64.10
	Event Supplies	0				3761_2407110000	171.08.2024	10-000-416-53-5346-190C	78.97
	Shakespeare in the Park-Popcorn Machine	0				3761_2407110000	171.08.2024	10-000-416-53-5346-1907	50.00
	SES-Popcorn Machine	0				3761_2407110000	171.08.2024	10-000-416-53-5346-190C	144.99
	Summer Entertainment Series 2024-Band Riders	0				3761_2407190000	171.08.2024	10-000-416-53-5346-190C	95.57
	Summer Entertainment Series 2024-Band Riders	0				3761_2407190000	171.08.2024	10-000-416-53-5346-190C	137.98
	Summer Entertainment Series 2024-Band Riders	0				3761_2407190000	171.08.2024	10-000-416-53-5346-190C	30.00
	Concession Supplies	0				3761_2407200000	171.08.2024	10-000-416-53-5346-190C	35.96
	Executive Director Business Cards	0				4600_2407010000	171.08.2024	10-000-000-53-5302-000C	19.42
	Lions Club Golf Outing-2 Hole Sponsorships	0				4600_2407010000	171.08.2024	10-000-000-54-5438-000C	333.33
	Resident Gift Card from Fireworks Malfunction	0				4600_2407170000	171.08.2024	10-000-000-54-5438-000C	10.00
	Commissioner IAPD Class	0				4600_2407220000	171.08.2024	10-000-000-54-5401-000C	50.00
	Ex Director CEU's for ADA Class	0				4600_2407230000	171.08.2024	10-000-000-54-5432-000C	10.00
	Commissioner NRPA Conference Registration	0				4600_2407240000	171.08.2024	10-000-000-54-5401-000C	231.67
	Executive Assistant CEU's for ADA Class	0				4600_2407240000	171.08.2024	10-000-000-54-5432-000C	3.33
	Wheaton Chamber Par-Tee Golf Sponsorship	0				4600_2407290000	171.08.2024	10-000-000-54-5438-000C	66.67
	Supplies	0				8372_2407100000	171.08.2024	10-101-000-53-5334-000C	79.88
	Reflective Ribbon	0				8372_2407150000	171.08.2024	10-101-000-53-5331-000C	34.85
	Electrical Supplies	0				9193_2407020000	171.08.2024	10-101-000-53-5312-000C	180.92
	Graf Vendors 4th	0				9193_2407020000	171.08.2024	10-101-000-53-5312-000C	106.97
	Cosley	0				9193_2407030000	171.08.2024	10-101-000-53-5308-000C	28.36
	Caution Tape	0				9193_2407030000	171.08.2024	10-101-000-53-5334-000C	113.12
	Reflective Tape	0				9193_2407070000	171.08.2024	10-101-000-53-5334-000C	52.77
	Hurley Shed Paint	0				9193_2407110000	171.08.2024	10-101-000-53-5347-000C	224.51
	MLC Path Lighting	0				9193_2407170000	171.08.2024	10-101-000-53-5312-000C	529.81
	Tools	0				9193_2407170000	171.08.2024	10-101-000-53-5345-000C	150.12
	Vinyl Labels	0				9193_2407190000	171.08.2024	10-101-000-53-5334-000C	237.43
	VALUES Seasonal Staff Awards Event	0				9243_2407250000	171.08.2024	10-000-000-53-5302-000C	35.54
	VALUES Seasonal Staff Awards Event	0				9243_2407250000	171.08.2024	10-000-000-53-5302-000C	6.96
	VALUES Seasonal Staff Awards Event	0				9243_2407250000	171.08.2024	10-000-000-53-5302-000C	93.33
	VALUES Seasonal Staff Awards Lunch/Tax Ref	0				9243_2407290000	171.08.2024	10-000-000-53-5302-000C	1,428.91
	Boy Scout Cabin	0				9292_2407010000	171.08.2024	10-101-000-53-5312-000C	15.30
	Conduit Memorial Park	0				9292_2407160000	171.08.2024	10-101-000-53-5312-000C	67.40
	Be Local Ad	0				9342_2407050000	171.08.2024	10-000-415-54-5438-000C	275.00
	Soundcloud Monthly Subscription	0				9342_2407080000	171.08.2024	10-000-415-54-5425-000C	16.00
	CEU Charge	0				9342_2407230000	171.08.2024	10-000-415-54-5432-000C	10.00
Vendor Total:									17,321.12
04287	Global Payments Inc								
	07/24 Merchant CC Processing Fees	0				073124	141.08.2024	10-000-000-12-1226-000C	46.10
	07/24 Merchant CC Processing Fees	0				073124	141.08.2024	10-000-416-52-5239-190C	533.85
Vendor Total:									579.95
06279	Paylocity Corporation								
	08/09/2024 Payroll Processing	0				112530711	141.08.2024	10-000-000-52-5211-000C	273.24
	08/23/2024 Payroll Processing	0				112550211	141.08.2024	10-000-000-52-5211-000C	1,106.08

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:									1,379.32
06874	Standard Retirement Services Inc.								
	08/09/24 Deferred Comp	0	080924	141.08.2024		10-000-000-21-2126-000C			4,268.63
	08/09/24 Deferred Comp	0	080924	141.08.2024		10-000-000-21-2135-000C			479.71
	08/23/24 Deferred Comp	0	082324	141.08.2024		10-000-000-21-2126-000C			4,296.30
	08/23/24 Deferred Comp	0	082324	141.08.2024		10-000-000-21-2135-000C			477.37
Vendor Total:									9,522.01
06943	Martha Hernandez for Petty Cash								
	Shakespeare in the Park 2024	167894	031224	164.08.2024		10-000-000-10-1011-000C			2,800.00
Vendor Total:									2,800.00
07092	Rod Tuffcurls & The Bench Press LLC								
	Rod Tuffcurls and The Bench Press - SES 08/16/ 167885		081624	163.08.2024		10-000-416-52-5241-190C			8,500.00
Vendor Total:									8,500.00
07480	King Partners								
	Keep the Faith - a BON JOVI Experience 08/17/ 167879		081724	163.08.2024		10-000-416-52-5241-190C			1,800.00
Vendor Total:									1,800.00
07483	Estes, Eric T.								
	Project Nostalgia - SES 08/19/24	167875	081924	163.08.2024		10-000-416-52-5241-190C			650.00
Vendor Total:									650.00
07486	Our So-Called Band								
	Our So-Called Band - Summer Entertainment Se 167884		081624	163.08.2024		10-000-416-52-5241-190C			1,000.00
Vendor Total:									1,000.00
07543	6Seven Entertainment LLC								
	JUMP - Summer Entertainment Series 08/17/24 167871		081724	163.08.2024		10-000-416-52-5241-190C			5,300.00
Vendor Total:									5,300.00
Fund Total:									104,126.33
20	Recreation								
01006	Vermont Systems Inc								
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-350-302-52-5239-000C			205.30
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-350-303-52-5239-000C			147.37
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-000-000-52-5239-000C			12,175.89
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-222-232-52-5239-000C			2,790.29
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-222-231-52-5239-000C			368.69
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-000-112-52-5239-000C			89.95
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-000-304-52-5239-000C			381.85
Vendor Total:									16,159.34
02412	Milton Township								
	Non-Resident Fee Refund for Milton Township	167895	3451908	164.08.2024		20-000-000-20-2025-000C			111.00
Vendor Total:									111.00
04121	UMB Bank N.A.								
	Candy for 4th of July Parade	0	0074_2407020000	171.08.2024		20-220-204-53-5301-4451			239.88
	Wheaton United Team Communication Software	0	0134_2407250000	171.08.2024		20-220-204-52-5280-4457			1,072.36
	Door Closers	0	0182_2407210000	171.08.2024		20-101-220-53-5313-000C			134.96
	CC Parking Lot Lights	0	0182_2407230000	171.08.2024		20-101-220-53-5313-000C			603.59
	CC Parking Lots Lights	0	0182_2407260000	171.08.2024		20-101-220-53-5312-000C			311.59

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Program Supplies				0	0207_2407110000	171.08.2024	20-220-112-53-5301-6612	31.96
	Camp Supplies				0	0207_2407110000	171.08.2024	20-220-112-53-5301-6628	38.96
	Office Supplies				0	0207_2407110000	171.08.2024	20-000-112-53-5302-000C	149.99
	Nature Play Area Supplies				0	0207_2407130000	171.08.2024	20-000-112-53-5301-000C	8.18
	Custodial Supplies				0	0207_2407150000	171.08.2024	20-000-112-53-5302-000C	25.72
	Camp Supplies				0	0207_2407150000	171.08.2024	20-220-112-53-5301-6628	39.78
	Camp Supplies				0	0207_2407310000	171.08.2024	20-220-112-53-5301-6628	37.63
	Camp Supplies				0	0207_2407310000	171.08.2024	20-220-112-53-5301-6628	15.18
	Funbrella Parts for Rice				0	0314_2407080000	171.08.2024	20-101-232-53-5302-000C	778.96
	Cleaning Supplies				0	0348_2407100000	171.08.2024	20-101-220-53-5316-000C	69.36
	Custodial Supplies				0	0348_2407110000	171.08.2024	20-101-220-53-5316-000C	405.82
	Dust Mop				0	0348_2407120000	171.08.2024	20-101-220-53-5316-000C	38.09
	Spa Chemicals				0	0348_2407140000	171.08.2024	20-350-302-53-5335-000C	67.59
	Cleaning Supplies				0	0348_2407240000	171.08.2024	20-101-220-53-5316-000C	81.83
	Custodial Supplies				0	0348_2407280000	171.08.2024	20-101-220-53-5316-000C	209.87
	Camp Supplies				0	0355_2407020000	171.08.2024	20-220-112-53-5301-6628	59.42
	Red Worms and Meal Worms				0	0355_2407060000	171.08.2024	20-220-112-53-5301-661C	12.07
	Camp Supplies				0	0355_2407060000	171.08.2024	20-220-112-53-5301-6628	7.86
	Camp Supplies				0	0355_2407070000	171.08.2024	20-220-112-53-5301-6628	65.94
	Camp Supplies				0	0355_2407090000	171.08.2024	20-220-112-53-5301-6628	25.54
	Fan/Buckets/Rechargeable Batteries				0	0355_2407100000	171.08.2024	20-220-112-53-5301-6612	119.28
	Turtle Tank and Substrate				0	0355_2407180000	171.08.2024	20-220-112-53-5301-661C	174.05
	Qwirkle Board Game				0	0355_2407230000	171.08.2024	20-220-112-53-5301-6618	24.70
	AA Batteries				0	0355_2407230000	171.08.2024	20-220-112-53-5301-6628	10.73
	Camp Supplies				0	0355_2407230000	171.08.2024	20-220-112-53-5301-6628	45.00
	Plastic Containers				0	0355_2407230000	171.08.2024	20-220-112-53-5301-6628	13.75
	Bug Spray and Batteries				0	0355_2407230000	171.08.2024	20-220-112-53-5301-6628	33.46
	Staff Treats				0	0364_2407310000	171.08.2024	20-222-232-53-5302-000C	136.62
	Staff Treats				0	0364_2407310000	171.08.2024	20-222-232-53-5302-000C	32.61
	Storage Bins for Football Pogram				0	0454_2407050000	171.08.2024	20-221-222-53-5301-445E	119.76
	4th of July Staff Wrap up Meeting				0	0455_2407050000	171.08.2024	20-000-000-54-5434-000C	48.68
	IPRA Job Posting - Athletic Manager				0	0470_2407300000	171.08.2024	20-418-000-54-5426-000C	165.00
	Office Supplies				0	0710_2407020000	171.08.2024	20-000-205-53-5302-000C	46.31
	Football Playbook Arm Band				0	0710_2407130000	171.08.2024	20-221-222-53-5302-000C	179.10
	Picture Hanging Strips				0	0710_2407160000	171.08.2024	20-000-205-53-5302-000C	25.88
	Bibs for Tryouts				0	0710_2407210000	171.08.2024	20-221-222-53-5301-445E	55.09
	Bibs for Tryouts				0	0710_2407260000	171.08.2024	20-221-222-53-5301-445E	96.57
	Google Web Services for Wheaton United				0	0868_2407010000	171.08.2024	20-220-204-52-5280-4457	100.80
	Practice Jerseys for Wheaton United				0	0868_2407020000	171.08.2024	20-220-204-52-5280-4457	700.00
	Got Soccer Processing Fee				0	0868_2407140000	171.08.2024	20-220-204-52-5280-4457	20.00
	Wheaton United Tournament Registration				0	0868_2407140000	171.08.2024	20-220-204-52-5280-4457	875.00
	CEU Certification for the ADA Training				0	0868_2407230000	171.08.2024	20-000-205-54-5432-000C	10.00
	Size 4 Soccer Balls				0	0868_2407240000	171.08.2024	20-220-204-53-5301-4454	201.87
	Processing Fee for League Registration				0	0868_2407260000	171.08.2024	20-220-204-52-5280-4457	20.00
	League Registration for Wheaton United				0	0868_2407260000	171.08.2024	20-220-204-52-5280-4457	981.03
	COW 2024 Refund				0	0876_2407120000	171.08.2024	20-000-416-53-5346-190E	-49.99
	4th of July Parade Supplies				0	0926_2407020000	171.08.2024	20-350-302-53-5354-000C	117.73
	4th of July Parade Candy				0	0926_2407030000	171.08.2024	20-350-302-53-5302-000C	125.25
	4th of July Parade Candy				0	0926_2407030000	171.08.2024	20-350-302-53-5354-000C	92.28
	PPF Front Desk Supplies				0	0926_2407070000	171.08.2024	20-350-302-53-5306-000C	51.90
	July Promos Gift Cards				0	0926_2407080000	171.08.2024	20-350-302-53-5306-000C	50.00
	PPF Music				0	0926_2407100000	171.08.2024	20-350-302-53-5306-000C	10.99
	Group Fitness Texting				0	0926_2407150000	171.08.2024	20-350-302-53-5306-000C	25.00
	Office Supplies				0	0926_2407150000	171.08.2024	20-350-302-53-5306-000C	35.42
	Sauna Timers				0	0926_2407170000	171.08.2024	20-350-302-53-5306-000C	88.64
	Exercise Grip Tape				0	0926_2407230000	171.08.2024	20-350-302-53-5306-000C	7.45
	Sign Up Genius Monthly Fees				0	0926_2407290000	171.08.2024	20-350-302-53-5306-000C	9.99
	Summer Spotlight Extra Cast T-Shirts				0	0934_2407010000	171.08.2024	20-220-202-53-5301-226E	74.63

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Musical Theatre Camp T-Shirts				0	0934_2407010000	171.08.2024	20-220-202-53-5301-2255	331.17
	Musical Perusal Script & Score				0	0934_2407010000	171.08.2024	20-220-202-53-5301-2266	10.00
	Dance Camp Supplies				0	0934_2407060000	171.08.2024	20-220-202-53-5301-2205	44.87
	Perusal Script for Children's Playhouse				0	0934_2407090000	171.08.2024	20-220-202-52-5280-2266	3.95
	Perusal Script for Children's Playhouse				0	0934_2407110000	171.08.2024	20-220-202-52-5280-2266	20.95
	Theatre Camp Supplies				0	0934_2407210000	171.08.2024	20-220-202-53-5301-2255	27.96
	Ice Cream Treat				0	0942_2407050000	171.08.2024	20-220-203-52-5280-3366	43.92
	Enchanted Castle Field Trip				0	0942_2407080000	171.08.2024	20-220-203-52-5280-3366	947.50
	Astro Fun World				0	0942_2407100000	171.08.2024	20-220-203-52-5280-3366	38.00
	Pizza				0	0942_2407120000	171.08.2024	20-220-203-52-5280-3366	75.47
	Popsicles				0	0942_2407260000	171.08.2024	20-220-203-52-5280-3366	26.36
	Pizza				0	0942_2407260000	171.08.2024	20-220-203-52-5280-3366	75.47
	Treats				0	0942_2407260000	171.08.2024	20-220-203-52-5280-3366	18.75
	Funway Field Trip				0	0942_2407300000	171.08.2024	20-220-203-52-5280-3366	1,275.75
	Lions Club Golf Outing-2 Hole Sponsorships				0	4600_2407010000	171.08.2024	20-000-000-54-5438-0000	333.33
	Executive Director Business Cards				0	4600_2407010000	171.08.2024	20-000-000-53-5302-0000	19.42
	Resident Gift Card from Fireworks Malfunction				0	4600_2407170000	171.08.2024	20-000-000-54-5438-0000	10.00
	Commissioner IAPD Class				0	4600_2407220000	171.08.2024	20-000-000-54-5401-0000	50.00
	Executive Assistant CEU's for ADA Class				0	4600_2407240000	171.08.2024	20-000-000-54-5432-0000	3.33
	Commissioner NRPA Conference Registration				0	4600_2407240000	171.08.2024	20-000-000-54-5401-0000	231.67
	Wheaton Chamber Par-Tee Golf Sponsorship				0	4600_2407290000	171.08.2024	20-000-000-54-5438-0000	66.67
	Multi Cultural Food Tour 7-11				0	6165_2407010000	171.08.2024	20-220-304-52-5280-5522	2,404.31
	Kilwins Thank You Gift Card				0	6165_2407020000	171.08.2024	20-220-304-52-5280-5522	10.00
	Multi Cultural Tour Additional Ticket and Tips				0	6165_2407080000	171.08.2024	20-220-304-52-5280-5522	235.00
	Chicago Blackhawks Group Event Deposit 2025				0	6165_2407130000	171.08.2024	20-000-000-16-1636-0000	200.00
	Catch 35 for MLC Day Trip Jazzin at the Shedd				0	6165_2407170000	171.08.2024	20-220-304-52-5280-5522	1,953.60
	Celebration River Cruise for MLC Day Trip on 8				0	6165_2407170000	171.08.2024	20-220-304-52-5280-5522	3,027.58
	Odyssey River Cruise Final Payment MLC				0	6165_2407310000	171.08.2024	20-220-304-52-5280-5522	1,594.98
	Memorial Electric				0	9193_2407160000	171.08.2024	20-101-000-53-5313-0000	150.99
	Stickers for Medals				0	9235_2406300000	171.08.2024	20-221-223-53-5319-4776	29.97
	Stickers for Medals				0	9235_2406300000	171.08.2024	20-221-223-53-5319-4776	7.99
	Tournament Scheduling Software				0	9235_2407030000	171.08.2024	20-220-204-52-5280-4465	1,650.00
	Annual Report Printing				0	9235_2407100000	171.08.2024	20-000-205-53-5302-0000	401.20
	Athletic First Aid Supplies				0	9235_2407120000	171.08.2024	20-000-205-53-5302-0000	312.44
	Annual Report Template				0	9235_2407120000	171.08.2024	20-000-205-53-5302-0000	30.00
	Cheer Fundraising Prizes				0	9235_2407180000	171.08.2024	20-221-221-53-5318-0000	158.17
	IPRA ADA Training CEU's				0	9235_2407230000	171.08.2024	20-000-205-54-5432-0000	10.00
	Sky Zone Field Trip				0	9235_2407240000	171.08.2024	20-220-203-52-5280-3366	1,071.20
	Trip Supplies				0	9243_2407020000	171.08.2024	20-220-304-53-5301-5500	123.89
	Personal Charge in Error				0	9243_2407090000	171.08.2024	20-000-000-12-1230-0000	57.17
	Canva Subscription				0	9243_2407110000	171.08.2024	20-220-304-53-5301-5500	14.99
	Trip Supplies				0	9243_2407150000	171.08.2024	20-220-304-53-5301-5500	245.99
	Candyland Trail Supplies				0	9243_2407150000	171.08.2024	20-220-209-53-5301-9920	15.70
	Office Decor				0	9243_2407160000	171.08.2024	20-220-304-53-5301-5500	38.98
	Bags for Trips				0	9243_2407160000	171.08.2024	20-220-304-53-5301-5500	60.96
	Cords for Projector				0	9243_2407160000	171.08.2024	20-220-304-53-5301-5500	22.36
	New Projector for MLC				0	9243_2407210000	171.08.2024	20-000-304-53-5302-0000	93.67
	Office Supplies				0	9243_2407220000	171.08.2024	20-220-304-53-5301-5500	2.50
	Office Supplies				0	9243_2407230000	171.08.2024	20-000-304-53-5302-0000	9.48
	Office Supplies				0	9243_2407240000	171.08.2024	20-000-304-53-5302-0000	17.98
	Craft Supplies				0	9243_2407250000	171.08.2024	20-220-304-53-5301-5500	22.09
	Zoom				0	9276_2407010000	171.08.2024	20-000-200-54-5425-0000	102.60
	Office Supplies				0	9276_2407030000	171.08.2024	20-224-220-53-5302-0000	56.72
	Office Supplies				0	9276_2407050000	171.08.2024	20-224-220-53-5302-0000	72.17
	CNN Supplies				0	9276_2407100000	171.08.2024	20-220-207-53-5301-7705	164.40
	Office Supplies				0	9276_2407190000	171.08.2024	20-224-220-53-5302-0000	69.66
	NRPA Conference Virtual				0	9276_2407250000	171.08.2024	20-224-220-54-5432-0000	305.00
	Halloween Decorations				0	9276_2407290000	171.08.2024	20-224-220-53-5302-0000	99.98

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Parts				0	9292_2407090000	171.08.2024	20-101-220-53-5313-0000	25.31
	CC Power Station				0	9292_2407200000	171.08.2024	20-101-220-53-5312-0000	136.12
	Rice				0	9292_2407230000	171.08.2024	20-101-220-53-5312-0000	135.83
	Parking Lot Light Repair				0	9292_2407240000	171.08.2024	20-101-232-53-5312-0000	199.34
	EV Chargers CC				0	9292_2407290000	171.08.2024	20-101-220-53-5312-0000	316.72
	Camp Field Trip				0	9391_2407020000	171.08.2024	20-220-207-52-5280-7705	1,158.30
	Camp Field Trip				0	9391_2407020000	171.08.2024	20-220-208-52-5280-8880	596.70
	Movie Night Equipment				0	9391_2407170000	171.08.2024	20-220-207-52-5280-7705	798.25
	Camp Supplies				0	9391_2407190000	171.08.2024	20-220-207-53-5301-7705	94.54
	Panera for Staff Event				0	9391_2407260000	171.08.2024	20-224-220-53-5302-0000	116.34
	Pizza for Staff				0	9490_2406300000	171.08.2024	20-222-232-53-5302-0000	111.46
	Potbelly for Staff				0	9490_2407040000	171.08.2024	20-222-232-53-5302-0000	256.25
	Panera for Staff				0	9490_2407050000	171.08.2024	20-222-232-53-5302-0000	155.21
	Flowers				0	9490_2407050000	171.08.2024	20-222-232-53-5302-0000	174.95
	General Supplies				0	9490_2407050000	171.08.2024	20-222-232-53-5302-0000	185.53
	Pizza for Staff				0	9490_2407060000	171.08.2024	20-222-232-53-5302-0000	111.46
	Pizza for Staff				0	9490_2407060000	171.08.2024	20-222-232-53-5302-0000	189.83
	Pens				0	9490_2407070000	171.08.2024	20-222-231-53-5306-0000	12.77
	General Supplies				0	9490_2407110000	171.08.2024	20-222-232-53-5302-0000	71.37
	General Supplies				0	9490_2407110000	171.08.2024	20-222-232-53-5302-0000	14.48
	Shipping Labels				0	9490_2407120000	171.08.2024	20-222-231-53-5306-0000	29.86
	General Supplies				0	9490_2407120000	171.08.2024	20-222-232-53-5302-0000	118.42
	Fryer Cleaning Tool				0	9490_2407150000	171.08.2024	20-222-232-53-5302-0000	59.47
	Donuts for Staff				0	9490_2407180000	171.08.2024	20-222-231-53-5306-0000	135.92
	Pizza for Staff				0	9490_2407200000	171.08.2024	20-222-232-53-5302-0000	163.94
	Pizza for Staff				0	9490_2407200000	171.08.2024	20-222-232-53-5302-0000	104.96
	Pizza for Staff				0	9490_2407210000	171.08.2024	20-222-232-53-5302-0000	111.46
	Pizza for Staff				0	9490_2407210000	171.08.2024	20-222-232-53-5302-0000	111.46
	Pizza for Staff				0	9490_2407210000	171.08.2024	20-222-232-53-5302-0000	121.88
	Dairy Queen for Managers				0	9490_2407270000	171.08.2024	20-222-232-53-5302-0000	23.21
	Concession Supplies				0	9490_2407270000	171.08.2024	20-222-231-53-5306-0000	118.10
	Pizza for Staff				0	9490_2407270000	171.08.2024	20-222-232-53-5302-0000	111.46
	Pizza for Staff				0	9490_2407290000	171.08.2024	20-222-232-53-5302-0000	111.46
	CC Room Reservation Forms				0	9524_2407120000	171.08.2024	20-224-220-53-5302-0000	215.53
	CEU's for ADA Reasonable Modifications and C				0	9524_2407240000	171.08.2024	20-224-220-54-5432-0000	10.00
	Camp Supplies				0	9719_2407010000	171.08.2024	20-220-207-53-5301-7775	45.41
	Camp Supplies				0	9719_2407010000	171.08.2024	20-220-207-53-5301-7705	78.44
	Camp Supplies				0	9719_2407020000	171.08.2024	20-220-207-53-5301-7775	69.60
	Camp Supplies				0	9719_2407030000	171.08.2024	20-220-207-53-5301-7775	47.99
	Camp Supplies				0	9719_2407030000	171.08.2024	20-220-207-53-5301-7705	41.88
	Camper Shirts				0	9719_2407030000	171.08.2024	20-220-207-52-5280-7775	377.25
	Camp Kindness Day Supplies				0	9719_2407040000	171.08.2024	20-220-207-53-5301-7705	77.88
	Camp Kindness Day Supplies				0	9719_2407040000	171.08.2024	20-220-207-53-5301-7734	38.94
	Camp Kindness Day Supplies				0	9719_2407040000	171.08.2024	20-220-207-53-5301-7775	38.94
	Camp Kindness Day Supplies				0	9719_2407040000	171.08.2024	20-220-207-53-5301-7775	38.93
	Camp Supplies				0	9719_2407040000	171.08.2024	20-220-207-53-5301-7734	30.98
	Camp Supplies				0	9719_2407050000	171.08.2024	20-220-208-53-5301-8880	94.47
	Camp Supplies				0	9719_2407050000	171.08.2024	20-220-207-53-5301-7705	368.24
	Camp Supplies				0	9719_2407050000	171.08.2024	20-220-207-53-5301-7775	17.78
	Camp Supplies				0	9719_2407050000	171.08.2024	20-220-207-53-5301-7775	299.70
	Camp Supplies				0	9719_2407060000	171.08.2024	20-220-207-53-5301-7775	97.88
	Refund of Shipping Charges				0	9719_2407070000	171.08.2024	20-220-207-53-5301-7734	-6.99
	Camper Shirts				0	9719_2407080000	171.08.2024	20-220-207-52-5280-7705	532.50
	Return of a Broken Paper Organizer				0	9719_2407090000	171.08.2024	20-220-207-53-5301-7705	-25.80
	Camp Supplies				0	9719_2407090000	171.08.2024	20-220-207-53-5301-7734	15.10
	Camp Supplies				0	9719_2407090000	171.08.2024	20-220-207-53-5301-7705	43.92
	Camp Supplies				0	9719_2407100000	171.08.2024	20-220-207-53-5301-7705	6.00
	Paper Organizer				0	9719_2407100000	171.08.2024	20-220-207-53-5301-7705	26.41

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount	
Camp Supplies	0	9719_2407110000	171.08.2024	20-220-208-53-5301-888C	126.41	
Lunch for Staff Appreciation Day	0	9719_2407110000	171.08.2024	20-220-207-53-5301-771C	99.18	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-52-5280-770S	239.96	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-208-52-5280-888C	102.84	
Pool Toys for Camp	0	9719_2407120000	171.08.2024	20-220-207-53-5301-777E	11.79	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-52-5280-770S	159.86	
Ice Cream Truck for Campers	0	9719_2407120000	171.08.2024	20-220-207-52-5280-773E	283.18	
Staff Lunch for Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-52-5280-773A	54.84	
Camp Supplies	0	9719_2407120000	171.08.2024	20-220-207-53-5301-770S	48.96	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-53-5301-7707	42.84	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-52-5280-777E	77.91	
Lunch for Staff Appreciation Day	0	9719_2407120000	171.08.2024	20-220-207-52-5280-777S	92.23	
Camp Supplies	0	9719_2407120000	171.08.2024	20-220-207-53-5301-777E	53.92	
Pool Bands for Camp	0	9719_2407140000	171.08.2024	20-220-207-53-5301-770S	40.99	
Pool Bands for Camp	0	9719_2407140000	171.08.2024	20-220-208-53-5301-888C	51.92	
Camp Supplies	0	9719_2407140000	171.08.2024	20-220-207-53-5301-777S	76.26	
Camp Supplies	0	9719_2407150000	171.08.2024	20-220-207-53-5301-770S	170.96	
Camper Shirts	0	9719_2407150000	171.08.2024	20-220-207-52-5280-770S	300.50	
Classroom Supplies	0	9719_2407150000	171.08.2024	20-220-207-53-5301-774E	28.87	
Classroom Supplies	0	9719_2407150000	171.08.2024	20-220-207-53-5301-7732	7.22	
Camp Supplies	0	9719_2407150000	171.08.2024	20-220-207-53-5301-770S	2.98	
Classroom Supplies	0	9719_2407160000	171.08.2024	20-220-207-53-5301-774E	89.43	
Classroom Supplies	0	9719_2407160000	171.08.2024	20-220-207-53-5301-7732	22.36	
Staff Shirts	0	9719_2407160000	171.08.2024	20-220-207-52-5280-774E	144.00	
Staff Shirts	0	9719_2407160000	171.08.2024	20-220-207-53-5301-7741	216.00	
Field Trip Enchanted Castle	0	9719_2407180000	171.08.2024	20-220-207-52-5280-770S	1,330.10	
Field Trip Enchanted Castle	0	9719_2407180000	171.08.2024	20-220-208-52-5280-888C	570.04	
Camp Supplies	0	9719_2407190000	171.08.2024	20-220-207-53-5301-770S	581.05	
Returned Pool Bands	0	9719_2407190000	171.08.2024	20-220-207-53-5301-770S	-40.99	
Camp Supplies	0	9719_2407190000	171.08.2024	20-220-207-53-5301-770S	60.72	
Camp Supplies	0	9719_2407190000	171.08.2024	20-220-207-53-5301-777S	43.95	
Camp Supplies	0	9719_2407190000	171.08.2024	20-220-207-53-5301-777E	174.29	
Camp Supplies	0	9719_2407210000	171.08.2024	20-220-207-53-5301-770S	247.69	
Camp Supplies	0	9719_2407210000	171.08.2024	20-220-207-53-5301-7707	109.08	
Camp Supplies	0	9719_2407220000	171.08.2024	20-220-207-53-5301-770S	97.24	
Camp Supplies	0	9719_2407230000	171.08.2024	20-220-208-53-5301-888C	25.25	
Camp Supplies	0	9719_2407240000	171.08.2024	20-220-207-53-5301-770S	117.90	
Camp Supplies	0	9719_2407250000	171.08.2024	20-220-207-53-5301-770S	225.24	
Camp Supplies	0	9719_2407250000	171.08.2024	20-220-207-53-5301-773E	210.94	
Pizza at Camp	0	9719_2407250000	171.08.2024	20-220-208-52-5280-888C	173.61	
Ice Cream Truck for Campers	0	9719_2407250000	171.08.2024	20-220-207-52-5280-773E	283.19	
Camp Supplies	0	9719_2407260000	171.08.2024	20-220-207-53-5301-770S	68.39	
Camp Supplies	0	9719_2407270000	171.08.2024	20-220-207-53-5301-770S	75.76	
Preschool Supplies	0	9719_2407270000	171.08.2024	20-220-207-53-5301-774E	8.00	
Sensory Bin Items	0	9719_2407280000	171.08.2024	20-220-209-53-5301-992C	35.94	
Preschool Supplies	0	9719_2407280000	171.08.2024	20-220-207-53-5301-774E	20.89	
Camp Supplies	0	9719_2407280000	171.08.2024	20-220-207-53-5301-773E	77.90	
Camp Supplies	0	9719_2407290000	171.08.2024	20-220-207-53-5301-770S	162.93	
Craft Supplies	0	9719_2407290000	171.08.2024	20-220-209-53-5301-992C	124.99	
Craft and Room Supplies	0	9719_2407300000	171.08.2024	20-220-207-53-5301-771C	35.00	
Craft Supplies	0	9719_2407300000	171.08.2024	20-220-207-53-5301-771C	84.32	
Camp Supplies	0	9719_2407300000	171.08.2024	20-220-207-53-5301-770S	22.60	
Paint for Camp	0	9719_2407310000	171.08.2024	20-220-207-53-5301-771C	30.70	
Vendor Total:					44,170.44	
04221	Plug & Pay Technologies					
07/24	Plug N Pay Gateway Fees	0	073124	141.08.2024	20-350-302-52-5239-000C	15.00

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
								Vendor Total:	15.00
04287	Global Payments Inc								
	07/24 Merchant CC Processing Fees	0	073124	141.08.2024		20-350-302-52-5239-0000			44.15
								Vendor Total:	44.15
06279	Paylocity Corporation								
	08/09/2024 Payroll Processing	0	112530711	141.08.2024		20-000-000-52-5211-0000			903.80
	08/23/2024 Payroll Processing	0	112550211	141.08.2024		20-000-000-52-5211-0000			3,658.58
								Vendor Total:	4,562.38
06943	Martha Hernandez for Petty Cash								
	Adult Softball Championship Prize Money	167880	080624	163.08.2024		20-220-204-53-5301-4417			300.00
								Vendor Total:	300.00
TMP*2849	Clapham School								
	Rsv# 3459078 Refund for Clapham School	167905	3459078	165.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3674	Family Agency, Evangelical Child &								
	Rsv# 3460031 Refund for Family Agency	167907	3460031	165.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3841	Waldron, Jean								
	Rsv# 3437999 Refund for Waldron	167888	3437999	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3842	Kanjookaran, Cyril								
	Rsv# 3438621 Refund for Kanjookaran	167878	3438621	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3843	Enstrom, Marilyn								
	Rsv# 3438854 Refund for Enstrom	167874	3438854	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3844	Mitchell, Jacey								
	Rsv# 3440195 Refund for Mitchell	167882	3440195	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3845	Nicolosi, Julie								
	Rsv# 3440220 Refund for Nicolosi	167883	3440220	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3846	Kalra, Jyoti								
	Rsv# 3440248 Refund for Kalra	167877	3440248	163.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3847	Hobson, David								
	Fishing Fever Refund for Hobson	167876	3442644	163.08.2024		20-000-000-20-2025-0000			58.00
								Vendor Total:	58.00
TMP*3848	Klinker, Brynne								
	Rsv# 3450094 Refund for Klinker	167893	3450094	164.08.2024		20-000-000-20-2025-0000			100.00
								Vendor Total:	100.00
TMP*3849	Ervin, Cristin								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Rsv# 3450364 Refund for Ervin	167891	3450364	164.08.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3850	Pullia, Linea								
	Rsv# 3450960 Refund for Pullia	167897	3450960	164.08.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3851	Bowes, Lindsay								
	Rsv# 3450971 Refund for Bowes	167889	3450971	164.08.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3852	Williams, Curtis								
	Rsv# 3450972 Refund for Williams	167901	3450972	164.08.2024	20-000-000-20-2025-0000				80.00
								Vendor Total:	80.00
TMP*3853	Lipp, Rebekah								
	Babysitting Pass Refund for Lipp	167909	3456236	165.08.2024	20-000-000-20-2025-0000				65.00
								Vendor Total:	65.00
TMP*3854	Hatting, Katherine								
	YTI: Graphic Design Camp Refund for Hatting	167908	3456611	165.08.2024	20-000-000-20-2025-0000				95.00
	Franklin Middle School Volleyball Camp 3rd - 5	167908	3456611	165.08.2024	20-000-000-20-2025-0000				50.00
	Camp No Name Wk 7 Refund for Hatting	167908	3456611	165.08.2024	20-000-000-20-2025-0000				225.00
	STEM Explorers Camp Refund for Hatting	167908	3456611	165.08.2024	20-000-000-20-2025-0000				90.00
	Camp Sports & Sorts Refund for Hatting	167908	3456611	165.08.2024	20-000-000-20-2025-0000				196.00
								Vendor Total:	656.00
TMP*3855	St. Matthew United Church of Christ								
	Rsv# 3459072 Refund for St. Matthew United C	167913	3459072	165.08.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3856	Brodhead, Colleen								
	Rsv# 3460168 Refund for Brodhead	167903	3460168	165.08.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3857	Alphonsus Academy								
	Rsv# 3467407 Refund for Alphonsus Academy	167914	3467407	161.09.2024	20-000-000-20-2025-0000				300.00
	Rsv# 3467407 Refund for Alphonsus Academy	167914	3467407	161.09.2024	20-000-000-20-2025-0000				1,200.00
								Vendor Total:	1,500.00
TMP*3858	Koski, Emily								
	Rsv# 3468687 Refund for Koski	167920	3468687	161.09.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3859	Braasch, Samantha								
	Rsv# 3468848 Refund for Braasch	167915	3468848	161.09.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
TMP*3860	Gerken, Lillian								
	Rsv# 3468852 Refund for Gerken	167919	3468852	161.09.2024	20-000-000-20-2025-0000				100.00
								Vendor Total:	100.00
								Fund Total:	69,421.31
22	Cosley Zoo								
04121	UMB Bank N.A.								

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
	Feather Banners for 50th Anniversary	0			0217_2407010000	171.08.2024		22-501-000-54-5426-000C	112.95
	Staff Reward Lunch	0			0217_2407030000	171.08.2024		22-501-000-53-5302-000C	46.38
	KultureCity Certification Fee	0			0217_2407090000	171.08.2024		22-501-000-54-5425-000C	250.00
	Inclusion and Headphone Zone Signs	0			0217_2407090000	171.08.2024		22-501-000-53-5302-000C	18.00
	Calendar Refill	0			0217_2407170000	171.08.2024		22-501-000-53-5302-000C	67.00
	Pizza for Cosley and Lincoln Park Zoo Teens	0			0217_2407190000	171.08.2024		22-220-206-53-5301-6664	154.41
	Animal Clippers	0			0217_2407230000	171.08.2024		22-501-000-53-5336-000C	197.99
	Get Well Gift for Zoo Director	0			0217_2407240000	171.08.2024		22-501-000-53-5302-000C	38.77
	Sponges for Wound Cleansing	0			0217_2407240000	171.08.2024		22-501-000-53-5336-000C	13.95
	Dry Cleaning	0			0744_2407090000	171.08.2024		22-220-206-53-5301-669C	99.80
	Box Fans	0			0850_2407010000	171.08.2024		22-501-000-53-5345-000C	99.90
	Pump for Fox Pond	0			0850_2407040000	171.08.2024		22-501-000-53-5311-000C	209.99
	Paint Supplies for Carts	0			0850_2407050000	171.08.2024		22-501-000-53-5347-000C	59.88
	Bill Counter Gift Shop	0			0850_2407050000	171.08.2024		22-501-000-53-5302-000C	186.99
	Work on Wildlife Pumps	0			0850_2407080000	171.08.2024		22-501-000-53-5311-000C	340.00
	AAA Batteries	0			0850_2407090000	171.08.2024		22-501-000-53-5313-000C	26.69
	PVC Pipes for Plumbing	0			0850_2407100000	171.08.2024		22-501-000-53-5311-000C	13.09
	Fan for Hayloft	0			0850_2407150000	171.08.2024		22-501-000-53-5313-000C	341.84
	Fan for Sheep Yard	0			0850_2407150000	171.08.2024		22-501-000-53-5313-000C	169.99
	Switches and Switch Plates	0			0850_2407160000	171.08.2024		22-501-000-53-5312-000C	20.07
	Fan for Sheep Yard	0			0850_2407170000	171.08.2024		22-501-000-53-5313-000C	187.11
	Switches and Switch Plates	0			0850_2407170000	171.08.2024		22-501-000-53-5312-000C	11.96
	Hardware	0			0850_2407180000	171.08.2024		22-501-000-53-5313-000C	65.56
	Spray Air Freshener	0			0850_2407220000	171.08.2024		22-501-000-53-5316-000C	37.68
	2-Wheeled Rubbermaid Carts	0			0850_2407220000	171.08.2024		22-501-000-53-5345-000C	433.00
	Hardware to Attach Hayloft Fan	0			0850_2407230000	171.08.2024		22-501-000-53-5313-000C	5.98
	Hand Soap for Zoo	0			0850_2407240000	171.08.2024		22-501-000-53-5316-000C	137.67
	Return of Hayloft Fan	0			0850_2407250000	171.08.2024		22-501-000-53-5313-000C	-334.85
	Goo Gone	0			0850_2407310000	171.08.2024		22-501-000-53-5316-000C	10.49
	Facebook Ads - Cosley Uncorked	0			0876_2407030000	171.08.2024		22-350-415-54-5426-000C	48.31
	Items for Zoo Raffle Basket	0			9342_2407020000	171.08.2024		22-350-415-54-5426-000C	28.41
	Entertainment for Uncorked	0			9342_2407090000	171.08.2024		22-220-206-52-5280-669C	750.00
	Wheaton Living Ad	0			9342_2407240000	171.08.2024		22-350-415-54-5426-000C	276.00
	Parade Candy	0			9508_2407020000	171.08.2024		22-501-000-53-5302-000C	99.96
	Gold Fish Crackers for Craft	0			9508_2407020000	171.08.2024		22-220-206-53-5301-6662	15.98
	Craft Supplies	0			9508_2407020000	171.08.2024		22-220-206-53-5301-6662	41.55
	Hoola Hoops for Games	0			9508_2407030000	171.08.2024		22-220-206-53-5301-665C	20.99
	Zoo Logo Table Covering	0			9508_2407030000	171.08.2024		22-220-206-53-5301-6601	89.99
	Craft Supplies for Camp	0			9508_2407030000	171.08.2024		22-220-206-53-5301-6662	11.17
	Craft Supplies for Camp	0			9508_2407030000	171.08.2024		22-220-206-53-5301-6662	38.86
	Repti-Lights	0			9508_2407030000	171.08.2024		22-501-000-53-5312-000C	120.45
	Cooler for Uncorked	0			9508_2407080000	171.08.2024		22-220-206-53-5301-669C	20.99
	Return of Owl Pellets	0			9508_2407120000	171.08.2024		22-220-206-53-5301-6662	-62.99
	Return of Brown Bags	0			9508_2407120000	171.08.2024		22-220-206-53-5301-6662	-27.54
	Flight for AZA Conference	0			9508_2407160000	171.08.2024		22-501-000-54-5432-000C	752.39
	Forks and Knives	0			9508_2407230000	171.08.2024		22-501-000-53-5302-000C	46.48
	Breakfast Foods for JZ	0			9508_2407230000	171.08.2024		22-220-206-53-5301-6664	48.01
	Magnets for Armadillo Program	0			9508_2407240000	171.08.2024		22-220-206-53-5301-665C	280.00
	Pizza for JZ Overnight	0			9508_2407260000	171.08.2024		22-220-206-53-5301-6664	196.49
	Sharps Container Shipping	0			9508_2407310000	171.08.2024		22-501-000-53-5309-000C	18.03
	Sharps Container	0			9508_2407310000	171.08.2024		22-501-000-53-5309-000C	171.21
	Fly Repellent	0			9516_2407030000	171.08.2024		22-501-000-53-5336-000C	25.98
	Light Bulbs	0			9516_2407030000	171.08.2024		22-501-000-53-5312-000C	116.97
	Tunnel for Chipmunk	0			9516_2407030000	171.08.2024		22-501-000-53-5336-000C	14.95
	Keeper Appreciation Gift	0			9516_2407030000	171.08.2024		22-501-000-53-5302-000C	31.98
	Adhesive for Door Handles	0			9516_2407030000	171.08.2024		22-501-000-53-5336-000C	10.98
	Paper Bags	0			9516_2407050000	171.08.2024		22-501-000-53-5336-000C	3.58
	Produce	0			9516_2407050000	171.08.2024		22-501-000-53-5339-000C	100.06

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Return of Shipping Crate	0	9516_2407050000	171.08.2024	22-501-000-53-5304-000C	93.95
				Sheep Feed	0	9516_2407060000	171.08.2024	22-501-000-53-5339-000C	64.95
				Mosquito Bits	0	9516_2407070000	171.08.2024	22-501-000-53-5336-000C	94.28
				Shipment of Millipedes to Toledo Zoo	0	9516_2407100000	171.08.2024	22-501-000-53-5304-000C	55.39
				Feeder Insects	0	9516_2407100000	171.08.2024	22-501-000-53-5339-000C	94.91
				Produce for Animals	0	9516_2407120000	171.08.2024	22-501-000-53-5339-000C	46.35
				Treatment for Equines	0	9516_2407160000	171.08.2024	22-501-000-53-5309-000C	372.96
				Insects	0	9516_2407170000	171.08.2024	22-501-000-53-5336-000C	39.00
				Substrates	0	9516_2407170000	171.08.2024	22-501-000-53-5339-000C	55.87
				Frozen Rodents and Chicks	0	9516_2407170000	171.08.2024	22-501-000-53-5339-000C	875.50
				Kitchen Scales	0	9516_2407180000	171.08.2024	22-501-000-53-5336-000C	65.73
				Produce and Chicken	0	9516_2407190000	171.08.2024	22-501-000-53-5339-000C	72.11
				Fly Strips	0	9516_2407190000	171.08.2024	22-501-000-53-5336-000C	11.99
				Fraudulent Charge	0	9516_2407230000	171.08.2024	22-000-000-12-1230-000C	0.02
				Reverse Fraudulent Charge	0	9516_2407240000	171.08.2024	22-000-000-12-1230-000C	-0.02
				Fly Spray	0	9516_2407250000	171.08.2024	22-501-000-53-5336-000C	166.88
				Produce	0	9516_2407260000	171.08.2024	22-501-000-53-5339-000C	63.36
				Washers	0	9516_2407300000	171.08.2024	22-501-000-53-5313-000C	17.95
				Squeegees and Water Trough	0	9516_2407300000	171.08.2024	22-501-000-53-5336-000C	89.77
				Squeegee Heads	0	9516_2407300000	171.08.2024	22-501-000-53-5336-000C	53.98
				Tree Trainer	0	9516_2407310000	171.08.2024	22-501-000-53-5339-000C	16.17
								Vendor Total:	8,662.63
06279	Paylocity Corporation			08/09/2024 Payroll Processing	0	112530711	141.08.2024	22-000-000-52-5211-000C	105.09
				08/23/2024 Payroll Processing	0	112550211	141.08.2024	22-000-000-52-5211-000C	425.42
								Vendor Total:	530.51
								Fund Total:	9,193.14
23	Liability			04121 UMB Bank N.A.					
				PDRMA Lunch Meeting	0	0819_2407020000	171.08.2024	23-000-000-53-5302-000C	110.63
				Disposable Razors	0	9490_2407270000	171.08.2024	23-000-000-53-5302-000C	9.95
								Vendor Total:	120.58
05511	Illinois Department of Employment Security			2nd Quarter 2024 Unemployment Compensation	0	0800217	141.08.2024	23-000-000-52-5275-000C	315.00
								Vendor Total:	315.00
								Fund Total:	435.58
26	IMRF			00465 I.M.R.F.					
				07/2024 IMRF	0	1070466-Z1Z8	141.08.2024	26-000-000-21-2124-000C	35,222.17
				07/2024 IMRF	0	1086531-W4D9	141.08.2024	26-000-000-21-2124-000C	760.54
								Vendor Total:	35,982.71
								Fund Total:	35,982.71
40	Capital Projects			02505 Village of Lisle					
				PFA Permit Fee	167900	24-980	164.08.2024	40-000-000-52-5205-000C	1,485.00
								Vendor Total:	1,485.00
04121	UMB Bank N.A.								

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

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Briar Patch Renovations	0	0118_2407010000	171.08.2024	40-800-806-57-5701-000C	167.60
Memorial Bench	0	0118_2407020000	171.08.2024	40-101-000-53-5338-000C	210.64
PFA Playground Install	0	0118_2407290000	171.08.2024	40-000-188-57-5706-000C	349.38
NS Pool Locker Room Project	0	0182_2407030000	171.08.2024	40-800-826-57-5701-000C	42.93
CC EV Chargers	0	0182_2407250000	171.08.2024	40-800-846-57-5701-000C	76.40
Cosley Parking	0	0208_2407150000	171.08.2024	40-800-813-57-5701-000C	3.00
Play for All Permit	0	0223_2407010000	171.08.2024	40-000-188-57-5701-000C	26.50
LM Path Permit	0	0223_2407110000	171.08.2024	40-800-822-57-5701-000C	100.00
Briar Patch Improvements	0	0314_2407100000	171.08.2024	40-800-806-57-5701-000C	77.54
LM Kiosk	0	0314_2407120000	171.08.2024	40-800-822-53-5301-000C	483.51
Briar Patch Improvements	0	0314_2407170000	171.08.2024	40-800-806-57-5701-000C	125.70
Zoo Path Lighting	0	0314_2407180000	171.08.2024	40-800-813-57-5701-000C	258.97
AED Card Holders	0	0314_2407190000	171.08.2024	40-101-000-53-5338-000C	15.99
Helmets and Visors	0	0314_2407220000	171.08.2024	40-800-822-53-5301-000C	167.35
6 IP Licenses for CC	0	0348_2407310000	171.08.2024	40-000-000-57-5701-000C	600.00
Waste Baskets	0	0710_2407170000	171.08.2024	40-800-846-57-5701-000C	62.60
Supplies for New Offices	0	0710_2407240000	171.08.2024	40-800-846-57-5701-000C	100.37
LM Kiosk	0	0827_2407100000	171.08.2024	40-800-822-53-5301-000C	128.84
LM Kiosk	0	0827_2407260000	171.08.2024	40-800-822-53-5301-000C	63.25
Water Fountain Parts NS Pool Locker Room Pro	0	9193_2407020000	171.08.2024	40-800-826-57-5701-000C	346.67
NS Locker Room Project	0	9193_2407030000	171.08.2024	40-800-826-57-5701-000C	259.53
Briar Patch Improvements	0	9193_2407080000	171.08.2024	40-800-806-57-5701-000C	175.75
AED Electrical Box	0	9193_2407090000	171.08.2024	40-101-000-53-5338-000C	567.92
CC EV Chargers	0	9193_2407160000	171.08.2024	40-800-846-57-5701-000C	150.99
Zoo Path Lighting	0	9193_2407170000	171.08.2024	40-800-813-57-5701-000C	881.88
Zoo Path Lighting	0	9193_2407190000	171.08.2024	40-800-813-57-5701-000C	277.22
AED Stations	0	9193_2407190000	171.08.2024	40-101-000-53-5338-000C	254.55
Community Center Locker Room Scales	0	9235_2407030000	171.08.2024	40-800-846-57-5701-000C	1,223.86
Locker Room Garbage Cans	0	9276_2407120000	171.08.2024	40-800-846-57-5701-000C	853.87
Garbage Cans	0	9276_2407180000	171.08.2024	40-800-846-57-5701-000C	810.88
Supplies	0	9292_2407080000	171.08.2024	40-101-000-53-5302-000C	99.62
Supplies	0	9292_2407090000	171.08.2024	40-101-000-53-5302-000C	305.15
Memorial Park Walkway Pavers	0	9292_2407160000	171.08.2024	40-101-000-53-5302-000C	38.70
Sidewalk Repairs at Memorial Park	0	9292_2407170000	171.08.2024	40-101-000-53-5349-000C	177.64
EV Chargers CC	0	9292_2407230000	171.08.2024	40-800-846-57-5701-000C	77.28
Stone for Light Pole Repair	0	9292_2407230000	171.08.2024	40-101-000-53-5302-000C	49.70
EV Chargers CC	0	9292_2407250000	171.08.2024	40-800-846-57-5701-000C	247.24
Vendor Total:					9,859.02
Fund Total:					11,344.02
60	Golf Fund				
00269	Euclid Beverage				
Inv# W-4027570 Beer	167892	W-4027570	164.08.2024	60-000-000-14-1412-000C	3,037.50
Inv# W-4032900 Beer	167906	W-4032900	165.08.2024	60-000-000-14-1412-000C	3,633.15
Inv# W-4038704 Beer	167918	W-4038704	161.09.2024	60-000-000-14-1412-000C	1,607.55
CM# W-52090125 Beer	167892	W-52090125	164.08.2024	60-000-000-14-1412-000C	-30.00
Vendor Total:					8,248.20
00841	Schamberger Bros. Inc.				
Inv# 1000092419 Beer	167898	1000092419	164.08.2024	60-000-000-14-1412-000C	396.50
Inv# 1000093640 Beer	167911	1000093640	165.08.2024	60-000-000-14-1412-000C	458.90
Vendor Total:					855.40
00874	Southern Glazer's Wine And Spirits, LLC				
Inv# 1411090 Liquor	167886	1411090	163.08.2024	60-000-000-14-1412-000C	745.33
Inv# 1411091 Liquor	167886	1411091	163.08.2024	60-000-000-14-1412-000C	176.06

Fund	Description	Vendor No	Vendor Name	Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
				Inv# 1421003 Liquor	167912	1421003	165.08.2024	60-000-000-14-1412-000C	1,610.13
				Inv# 1431299 Liquor	167912	1431299	165.08.2024	60-000-000-14-1412-000C	1,185.70
								Vendor Total:	3,717.22
00923	Superior Beverage Co. Inc.								
				Inv# 668749 Beer	167887	668749	163.08.2024	60-000-000-14-1412-000C	368.70
				Inv# 670470 Beer	167899	670470	164.08.2024	60-000-000-14-1412-000C	345.70
				Inv# 672207 Beer	167924	672207	161.09.2024	60-000-000-14-1412-000C	319.10
								Vendor Total:	1,033.50
01006	Vermont Systems Inc								
				07/24 Merchant CC Processing Fees	0	073124	141.08.2024	60-611-000-52-5239-000C	10,937.11
				07/24 Merchant CC Processing Fees	0	073124	141.08.2024	60-612-000-52-5239-000C	24.63
								Vendor Total:	10,961.74
01058	Chicago Beverage Systems, LLC								
				Inv# 100509452 Beer	167890	100509452	164.08.2024	60-000-000-14-1412-000C	592.38
				Inv# 100514615 Beer	167904	100514615	165.08.2024	60-000-000-14-1412-000C	472.33
				Inv# 100519840 Beer	167917	100519840	161.09.2024	60-000-000-14-1412-000C	663.48
								Vendor Total:	1,728.19
02263	Republic National Distributing Company of Illinois								
				Inv# 2780539 Wine	167923	2780539	161.09.2024	60-000-000-14-1412-000C	366.00
								Vendor Total:	366.00
04121	UMB Bank N.A.								
				Donuts for Golf Outing	0	0134_2407220000	171.08.2024	60-612-901-52-5292-000C	111.86
				DirecTV 07/21/24-08/20/24	0	0134_2407230000	171.08.2024	60-000-000-54-5425-000C	359.99
				Arrowhead Parking Lot Lights	0	0182_2407250000	171.08.2024	60-000-000-53-5312-000C	603.59
				Make Up Air Unit	0	0256_2407020000	171.08.2024	60-612-000-54-5441-000C	375.00
				Southside Control Supplies	0	0256_2407050000	171.08.2024	60-612-000-54-5441-000C	138.06
				Flags	0	0256_2407080000	171.08.2024	60-000-000-53-5313-000C	1,476.00
				Roger's Pump Sales	0	0256_2407240000	171.08.2024	60-000-000-54-5441-000C	585.00
				Gator Chef Supplies	0	0256_2407260000	171.08.2024	60-612-000-54-5441-000C	468.28
				4th of July Staff Wrap up Meeting	0	0455_2407050000	171.08.2024	60-000-000-54-5434-000C	48.68
				EZ Sand and Shelf	0	0538_2407080000	171.08.2024	60-000-000-53-5313-000C	161.89
				Sirius XM Music	0	0660_2407010000	171.08.2024	60-000-000-52-5211-000C	62.90
				Bank Bags	0	0660_2407020000	171.08.2024	60-612-902-53-5388-000C	82.06
				Halfway House Supplies	0	0660_2407020000	171.08.2024	60-612-902-53-5388-000C	34.48
				Banquet Supplies	0	0660_2407020000	171.08.2024	60-612-901-53-5390-000C	34.48
				Lunch Menu Print	0	0660_2407080000	171.08.2024	60-612-902-52-5235-000C	551.13
				Bread for Event	0	0660_2407080000	171.08.2024	60-000-000-14-1415-000C	34.44
				Paper for Outing Tabs	0	0660_2407130000	171.08.2024	60-612-901-53-5390-000C	65.85
				Firework Permit for Wedding Event	0	0660_2407170000	171.08.2024	60-612-901-52-5292-000C	450.00
				Supplies	0	0660_2407180000	171.08.2024	60-612-901-53-5390-000C	56.99
				Supplies	0	0660_2407180000	171.08.2024	60-612-902-53-5388-000C	56.99
				Supplies	0	0660_2407230000	171.08.2024	60-612-901-53-5390-000C	13.50
				Supplies	0	0660_2407230000	171.08.2024	60-612-902-53-5388-000C	13.49
				Coffee Urns	0	0660_2407290000	171.08.2024	60-612-901-53-5390-000C	2,341.36
				AGC Reservation Services	0	0660_2407300000	171.08.2024	60-000-000-52-5211-000C	840.00
				Advertising for AGC on Zola	0	0777_2407020000	171.08.2024	60-612-415-54-5426-000C	150.00
				Lamarca Prosecco for Bar	0	0777_2407140000	171.08.2024	60-000-000-14-1412-000C	63.96
				Dressing Boats/Champagne Flute Racks/Salt anc	0	0777_2407150000	171.08.2024	60-612-901-53-5390-000C	371.42
				Cake for Client	0	0777_2407200000	171.08.2024	60-000-000-14-1415-000C	22.99
				Flowers	0	0777_2407200000	171.08.2024	60-612-415-54-5426-000C	10.99
				Dressing Boats	0	0777_2407220000	171.08.2024	60-612-901-53-5390-000C	44.77
				Salt and Pepper Shakers	0	0777_2407240000	171.08.2024	60-612-901-53-5390-000C	20.81

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Meatballs	0	0777_2407270000	171.08.2024	60-000-000-14-1411-000C	605.56
Casamigos for Bar	0	0777_2407270000	171.08.2024	60-000-000-14-1412-000C	269.94
Breadsticks for Banquet	0	0777_2407270000	171.08.2024	60-000-000-14-1415-000C	10.47
Wine Stoppers	0	0967_2407010000	171.08.2024	60-612-000-53-5302-000C	26.84
Cooking Class Supplies	0	0967_2407110000	171.08.2024	60-612-902-53-5388-000C	140.70
Executive Director Business Cards	0	4600_2407010000	171.08.2024	60-000-000-53-5302-000C	19.41
Lions Club Golf Outing-2 Hole Sponsorships	0	4600_2407010000	171.08.2024	60-000-000-54-5438-000C	333.34
Resident Gift Card from Fireworks Malfunction	0	4600_2407170000	171.08.2024	60-000-000-54-5438-000C	10.00
Commissioner IAPD Class	0	4600_2407220000	171.08.2024	60-000-000-54-5401-000C	50.00
Executive Assistant CEU's for ADA Class	0	4600_2407240000	171.08.2024	60-000-000-54-5432-000C	3.34
Commissioner NRPA Conference Registration	0	4600_2407240000	171.08.2024	60-000-000-54-5401-000C	231.66
Wheaton Chamber Par-Tee Golf Sponsorship	0	4600_2407290000	171.08.2024	60-000-000-54-5438-000C	66.66
Meatballs for the Restaurant	0	7943_2407060000	171.08.2024	60-000-000-14-1411-000C	599.86
Pastry Bags for Banquets	0	7943_2407090000	171.08.2024	60-612-901-53-5390-000C	161.07
Dairy	0	7943_2407280000	171.08.2024	60-000-000-14-1414-000C	40.91
Spinweld Valve	0	9060_2407080000	171.08.2024	60-601-000-53-5343-000C	79.53
Case of Resila	0	9060_2407260000	171.08.2024	60-601-000-53-5335-000C	700.00
Here Comes The Guide Monthly Ad Package for	0	9342_2407010000	171.08.2024	60-612-415-54-5426-000C	165.00
Yelp Monthly Subscription	0	9342_2407010000	171.08.2024	60-611-415-54-5426-000C	75.00
The Knot for AGC Weddings	0	9342_2407300000	171.08.2024	60-612-415-54-5426-000C	710.00
Vendor Total:					13,950.25
04274 Columbus Data Services LLC					
07/24 ATM ICHG Trans Service Fees	0	073124	141.08.2024	60-000-000-52-5214-000C	11.39
Vendor Total:					11.39
05134 SpotOn					
07/24 SpotOn CC Fees	0	073124	141.08.2024	60-612-000-52-5239-000C	9,233.50
Vendor Total:					9,233.50
05816 Breakthru Beverage Illinois, LLC					
Inv# 117140146 Liquor	167872	117140146	163.08.2024	60-000-000-14-1412-000C	2,642.55
Inv# 117245525 Liquor	167902	117245525	165.08.2024	60-000-000-14-1412-000C	3,166.77
Inv# 117355543 Liquor	167916	117355543	161.09.2024	60-000-000-14-1412-000C	2,642.83
Vendor Total:					8,452.15
06279 Paylocity Corporation					
08/09/2024 Payroll Processing	0	112530711	141.08.2024	60-000-000-52-5211-000C	819.73
08/23/2024 Payroll Processing	0	112550211	141.08.2024	60-000-000-52-5211-000C	3,318.25
Vendor Total:					4,137.98
06712 FDS Holdings Inc.					
07/24 Cardconnect Gateway Fees	0	073124	141.08.2024	60-612-901-52-5239-000C	3,613.85
Vendor Total:					3,613.85
07460 Elgin Beverage Co.					
Inv# 4220 Beer	167873	4220	163.08.2024	60-000-000-14-1412-000C	438.50
Vendor Total:					438.50
Fund Total:					66,747.87
70 Information Technology					
04121 UMB Bank N.A.					
Adobe Annual License Renewal	0	0082_2407200000	171.08.2024	70-000-000-52-5240-000C	10,034.64
Ingenico Power Supply for Cosley Zoo Credit C	0	0793_2407300000	171.08.2024	70-000-000-53-5305-000C	48.41

Fund Description
Vendor No Vendor Name

Line Item Description	Check No	Invoice Number	Batch Number	GL Account Number	Amount
Vendor Total:					10,083.05
05134 SpotOn					
09/24 SpotOn Cloud Fees	0	INV1010396	141.08.2024	70-000-000-52-5240-0000	459.50
Vendor Total:					459.50
Fund Total:					10,542.55
75 Health Insurance					
06725 Health Care Service Corporation					
WDSRA % for September 2024	0	090124	161.09.2024	75-000-000-12-1222-0000	435.23
Foundation % for September 2024	0	090124	161.09.2024	75-000-000-12-1221-0000	221.15
Retiree Health/Dental for September 2024	0	090124	161.09.2024	75-000-000-21-2137-0000	3,869.82
Employee Health and Dental for September 2024	0	090124	161.09.2024	75-000-000-52-5231-0000	166,504.82
Vendor Total:					171,031.02
Fund Total:					171,031.02
Report Total:					478,824.53



TO: Board of Commissioners
FROM: Vicki Beyer, Director of Recreation
THROUGH: Michael Benard, Executive Director
RE: Request for Proposal – Strategic Plan
DATE: September 18, 2024

SUMMARY:

Staff seeks the Board of Commissioners approval to submit a Request for Proposal (RFP) for selecting a consultant to assist in the development of our new Strategic Plan.

As stated in the Board of Commissioners General Practices and Policy Manual, the Director shall lead the district's Comprehensive and Strategic Planning process and submit for board approval on a recurring three to five year basis. This Strategic Plan will be crucial for guiding the Wheaton Park District's direction and priorities into the future.

BACKGROUND:

Our latest Strategic Plan concluded at the end of 2019. To ensure we are positioned for continued success and alignment with our mission, vision, and values, it is essential to engage a skilled consultant who can provide expertise in strategic planning, facilitate stakeholder engagement, and deliver a comprehensive and actionable plan.

DISCUSSION OF THE ISSUE:

Request for Proposal (RFP) Objectives:

The primary objectives of the RFP are to:

1. **Identify and Retain Expertise:** Find a consultant with proven experience in strategic planning for organizations similar to ours.
2. **Facilitate a Comprehensive Planning Process:** Engage stakeholders effectively and incorporate their input into the strategic plan.
3. **Deliver a Strategic Plan:** Provide a clear, actionable plan with measurable goals and a roadmap for implementation.

RFP Requirements:

Proposals should include:

- **Consultant's Experience and Qualifications:** Demonstrate expertise in strategic planning and relevant past projects.
- **Approach and Methodology:** Outline the proposed process for developing the Strategic Plan, including stakeholder engagement strategies and timelines.
- **Deliverables:** Detail the specific deliverables, including drafts, final reports, and any other materials.
- **Cost Proposal:** Provide a detailed budget, including all fees and expenses.
- **References:** Include at least three references from similar projects completed within the last three years.

Timeline:

- RFP publicly available: September 23, 2024
- RFP responses due: October 25, 2024
- RFP responses and interview finalists: October 25- November 15, 2024
- Notify selected firm: November 25, 2024
- Target start date for plan development: January 6, 2025
- Target substantial completion date: July 31, 2025

BUDGET CONSIDERATIONS:

Our recent strategic plan consultation project for Cosley zoo was a \$50,000 engagement and did not include a comprehensive community wide attitude and interest survey. We would expect the survey component to cost \$20,000 to \$30,000 if we were to contract for it separately. A conservative estimate for the project we are seeking a proposal for is \$75,000.

RECOMMENDATION:

Recommend the Board of Commissioners approves staff moving forward with Strategic Plan consultant search Request for Proposal (RFP) objectives, requirements, and timeline.

Request for Proposal- Wheaton Park District Strategic Plan

Introduction: The Wheaton Park District is requesting proposals from qualified firms with specific experience in parks and recreation planning to provide professional consulting services in the development of a comprehensive Strategic Plan that will lead the Wheaton Park District for the next three to five years.

Background: The Wheaton Park District was established as a separate municipal body by the citizens of Wheaton in 1921. Land for its first park, Memorial Park, was purchased in 1921, with Southside (now Central) Park acquired in 1922, and Northside Park soon after. Through both acquisition and donation, the district increased its park acres to 94 by 1970. Today, citizens enjoy 54 park sites totaling more than 815 acres. The district offers more than 2,500 early childhood, teen, adult, and senior programs and hosts more than 85,000 people at annual special events.

The Wheaton Park District has been fortunate to experience rapid growth in both physical (land and facilities) and fiscal wealth (assessed valuation). Now that future growth is limited by the lack of land available for development, it should be much easier to predict our financial future, barring any major legislative changes in the park district code.

The Wheaton Park District has one of the finest park systems in the state and has been recognized four times during the past 40 years by the National Park & Recreation Association with the National Gold Medal for Excellence in Park and Recreation Management (2005, 1996, 1990 and 1984), the Illinois Park and Recreation Association's Distinguished Agency Award (1999 & 2018), the National Recreation and Park Association Excellence in Aquatics Award (1992) and Illinois Park and Recreation Association Outstanding Facility Award (1993) for Rice Pool and Water Park, and the Daniel Flaherty Award (1993 and 1990) and the U.S. Department of Interior Innovation Award (1993) for the Lincoln Marsh Wetlands Project. In 2000, Cosley Zoo became accredited by the American Association of Zoos & Aquariums and has maintained accreditation since then. In 2021, the district celebrated its 100th anniversary. The district was recognized with awards by IPRA (2023) for three marketing submissions in the Agency Showcase competition for Program Guide, Cosley Zoo logo and Central Athletic Signage. West Suburban Living Best of the West reader choice awards (2024) designated Arrowhead as #3 public golf course, Sensory Garden Playground as #3 best playground and Cream of Wheaton #2 for best festival. The district has also earned statewide Agency Accreditation, the SCARCE Earth and Water Quality Flag, Audubon Cooperative Sanctuary Certification at Arrowhead Golf Club and the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

Wheaton Park District Mission Statement: *To enrich the quality of community life through a diversity of healthy leisure pursuits and heightened appreciation for our natural world.*

Wheaton Park District Vision Statement: *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.*

Wheaton Park District Core Values: *Integrity, service, kindness, commitment, fun, and adaptability & growth*

Scope of Work: The Strategic Plan should provide a clear vision, goals, strategy and work plan for the Wheaton Park District. The consultant/firm will be expected to perform the following tasks and deliverables:

1. **Initial Assessment:**
 - Collect input from key stakeholders (staff, board members, partners, community etc.) to understand current challenges, opportunities, and stakeholder expectations.
 - Review existing documentation, including previous strategic plans, reports, and relevant data.
2. **Public & Stakeholder Engagement:**
 - Facilitate project kick off meeting with leadership team.
 - Conduct community and stakeholder engagement and information gathering meetings (quantity to be negotiated)
 - Community Attitude and Interest Survey
3. **Strategic Plan Development:**
 - Update mission statement, vision statement, and core values for the Wheaton Park District.
 - Facilitate goal, objectives and initiative setting workshops
 - Identify key strategies and action plans to achieve these goals, including timelines, responsible parties, and performance metrics.
 - Ensure alignment with best practices in park district management, sustainability, community engagement, and resource management.
4. **Deliverables:**
 - A draft strategic plan document for review and feedback.
 - A final strategic plan document, including a concise executive summary suitable for public distribution and a detailed internal roadmap.
 - Action plan presentation to the Wheaton Park District Board of Commissioners

Proposal Requirements:

- **Company Overview:** Provide an overview of your firm, including relevant experience in strategic planning for park districts or similar entities.
- **Methodology:** The firm's approach to strategic planning for the Wheaton Park District.
 - What would the process look like?
 - Outline expectations of the park district leadership team
 - What will the plan not include (outside the scope of the proposal)?
 - Provide timeline and cost for the planning process
- **Team Qualifications:** Bios of key team members who will be involved in the project, highlighting their relevant experience.
- **References:** Include at least three references from similar projects completed within the last three years.

Timeline: The anticipated timeline of the process for the firm selection is:

DATE	ACTION
September 23, 2004	RFP publicly available
October 25, 2024	RFP response due
October 25- November 15, 2024	RFP responses and interview finalists
November 25, 2025	Notify selected firm
January 6, 2025	Target start date for plan development
July 31, 2025	Target substantial completion date

Proposal Submission: Please submit electronic proposal with cover letter to Vicki Beyer at vbeyer@wheatonparks.org no later than October 25, 2024. Late proposals will not be considered.

Contact Information: For questions or clarifications regarding this RFP, please contact Vicki Beyer at vbeyer@wheatonparks.org

TO: Board of Commissioners
FROM: Matthew Jay, Human Resource Manager
THROUGH: Michael Benard, Executive Director
RE: Compensation Study Update
DATE: September 18, 2024



SUMMARY:

In April of 2023 the Park Board approved a compensation study completed by Pontifex Consulting Group LLC. The compensation study created classifications and a compensation plan for all Full-time and many Part-time staff within the district. Since the inception of the study, the District has found the need for an additional grade (A) for certain part-time positions and a section for specialized service positions. With the original data from the compensation study being from July of 2022 and a recommended system maintenance of twenty-four (24) months the District is looking to implement a 3% percent adjustment due to an increase in CPI-U of 3.3% and ECI of 4.4% with an effective date of January 1, 2025.

PREVIOUS COMMITTEE/BOARD ACTION:

The Board approved the compensation study by Pontifex Consulting Group LLC in April of 2023.

STAKEHOLDER PROCESS:

Once the Park Board approves the updated compensation plan and updated classification the Human Resources Department will update necessary job descriptions.

ATTACHMENTS:

Recommendation letter from Pontifex Consulting Group LLC and updated classification and compensation plan.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners accept the recommended 3% increase to the compensation plan and updated classifications effective January 1, 2025.



August 26, 2024

Matthew Jay
Human Resources Manager
Wheaton Park District
855 West Prairie Avenue
Wheaton, IL 60187

Dear Matthew:

Per your request, I have researched the labor market trend information for 2023 in regard to the Consumer Price Index Urban Consumers (CPI-U) and the Employment Cost Index (ECI) for the Chicago metropolitan area:

CPI-U = 3.3%

ECI = 4.4%

The CPI-U is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services.

The ECI measures the change in the hourly labor cost to employers over time. The ECI uses a fixed “basket” of labor to produce a pure cost change, free from the effects of workers moving between occupations and industries and includes both the cost of wages and salaries.

Wheaton Park District’s existing pay ranges were developed by us in your study that was conducted in July of 2022. Based upon projected labor market trends, we would recommend a 3% increase to the salary ranges (minimum, midpoint and maximum rates). Wheaton Park District should also examine market movement at a minimum of every two (2) years to assess any necessary modifications to the salary structure to ensure continued attraction and retention of talent.

Should you need any additional information or have questions, please call me at 612.803.3516 or email at pronza@pontifex-hr.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Ronza".

Peter Ronza, CCP, SPHR
President

Wheaton Park District Employee Classifications and Salary Ranges - Approved September 18, 2024 – Effective January 1, 2025

Pay Grade/Job Title	Salary Range		
	Minimum Salary Rate	Midpoint Salary Rate	Maximum Salary Rate
A1			
Coat Check Attendant			
Houseperson			
Server - Banquets			
Golf Cart -Ranger - Ski Attendant			
Pro Shop -Cashier - Ski Attendant			
Ranger - Ski Attendant			
Starter - Ski Attendant			
Pro Shop Cashier			
Host-Hostess			
Cosley Zoo Bldg and Grounds - 855			
Cosley Zoo Bldg and Grounds Assistant			
Gift Shop Guest Services			
Senior Gift Shop Guest Services			
Lincoln Marsh Program Assistant			
Outdoor Educator	\$31,200	\$39,000	\$46,800
Kidz Kingdom Attendant	\$15.00	\$18.75	\$22.50
PPFC Service Desk Attendant			
Athletic Site Supervisor - CAC			
Museum Assistant-Receptionist			
Grounds & Maintenance			
Rental Attendant			
Customer Service Attendant			
Administrative Coordinator			
Customer Service Attd & Cash Handling Spec			
Registration Assistant			
Zone Party Assistant			
Dishwasher			
Dishwasher - Prep Cook			
Cosley Zoo Educator			
Facility Scheduling Coordinator			
Registration Assistant-Cash Handling Specialist			
Seasonal Positions *See attachment for position list			

A2			
AP/AR Assistant			
Administrative Assistant-HR			
Administrative Assistant/Receptionist			
Athletic Field Specialist			
Building Custodian			
Cook			
Cosley Zoo Buildings & Grounds Assistant			
Operations Manager			
Finance Assistant			
Graphic Design Assistant			
Marketing & Communication Assistant			
Development & Marketing Assistant			
Parks and Facilities Operations			
Preschool Instructor			
Project Specialist			
Junior Web Developer	\$38,265	\$47,831	\$57,397
Banquet Captain	\$18.40	\$23.00	\$27.59
AGC Custodian			
Line Cook 1			
Line Cook 2			
Lincoln Marsh Administration Attendant			
AP Assistant			
Finance Assistant			
Development & Marketing Assistant			
Graphics Design Assistant			
Marketing & Communications Assistant			
Administrative Assistant			
Facility Attendant			
Fitness Center Facility Attendant			
Park & Facility Attendant			
Assistant Aquatic - Safety Manager			
Travel Coordinator			

Pay Grade/Job Title	Minimum Salary Rate	Salary Range Midpoint Salary Rate	Maximum Salary Rate
<p style="text-align: center;">A3</p> Assistant Golf Course Superintendent II Assistant Park District Planner Arrowhead Assistant Building Engineer Catering Assistant Certified Pool Technician Community Center Maintenance Supervisor Data Administration Coordinator Kitchen Supervisor Lead Banquet Captain Payroll Specialist Project Carpenter Project Coordinator Senior Events/Banner Sign Specialist Senior Parks & Facilities Operations Trim Crew Leader Zookeeper (PT)	<p style="text-align: center;">\$42,091 \$20.24</p>	<p style="text-align: center;">\$52,614 \$25.30</p>	<p style="text-align: center;">\$63,137 \$30.35</p>

Pay Grade/Job Title	Salary Range		
	Minimum Salary Rate	Midpoint Salary Rate	Maximum Salary Rate
<p>A4</p> <p>Assistant to Director Parks & Planning Assistant to Special Facilities Director Athletic Supervisor Catering Sales Manager Outdoor Education Supervisor Golf Course Mechanic II Mechanic II Museum Curator Project Foreman Restaurant Manager Senior Pool Technician Special Events Coordinator Zookeeper (FT)</p>	<p>\$46,300</p> <p>\$22.26</p>	<p>\$57,875</p> <p>\$27.82</p>	<p>\$69,450</p> <p>\$33.39</p>

Pay Grade/Job Title	Salary Range		
	Minimum Salary Rate	Midpoint Salary Rate	Maximum Salary Rate
<p style="text-align: center;">A5</p> Accounts Payable Supervisor Assistant Golf Professional Assistant Lead Restaurant Manager Athletic Manager Community Center Manager Cosley Zoo Operations Manager Cosley Zoo Education Supervisor Human Resources Associate Lead Zookeeper Animal Welfare Coordinator Marketing & Social Media Manager Recreation Manager Registration Manager Registration Manager/Software Specialist Sous Chef Staff Accountant	\$50,930 \$24.49	\$63,663 \$30.61	\$76,395 \$36.73
<p style="text-align: center;">A6</p> Animal Curator Arrowhead Golf Course Mechanic Building Maintenance Technician Electrician Cosley Zoo Education & Guest Experience Manager Fleet Services Manager Project Planner	\$56,023 \$26.93	\$70,029 \$33.67	\$84,035 \$40.40



Pay Grade/Job Title	Minimum Salary Rate	Salary Range Midpoint Salary Rate	Maximum Salary Rate
<p style="text-align: center;">M1</p> Director Special Facilities	\$127,787 \$61.44	\$159,733 \$76.79	\$191,680 \$92.15
<p style="text-align: center;">M2</p> Director Athletic Programs & Facilities Director of Arrowhead Operations Director Finance Director Marketing, Special Events & Development Director Parks, Planning & Capital Projects Director Recreation, Programs & Facilities	\$106,489 \$51.20	\$133,111 \$64.00	\$159,733 \$76.79
<p style="text-align: center;">M3</p> Assistant Director Arrowhead Operations Assistant Finance Director Cosley Zoo Director Development Director Director Food & Beverage Executive Assistant Human Resources Manager	\$88,741 \$42.66	\$110,926 \$53.33	\$133,111 \$64.00

Pay Grade/Job Title	Salary Range		
	Minimum Salary Rate	Midpoint Salary Rate	Maximum Salary Rate
<p style="text-align: center;">M4</p> <p>Arrowhead Building Engineer Creative Services Manager/Superintendent Director of Golf Operations Executive Chef Finance Manager Golf Course Superintendent Superintendent Athletic Programs & Facilities Superintendent Forestry, Grounds & Sports fields Superintendent Facility Operations Superintendent Planning Superintendent Projects & Events Superintendent Recreation Programs & Facilities</p>	<p>\$73,951</p> <p>\$35.55</p>	<p>\$92,438</p> <p>\$44.44</p>	<p>\$110,926</p> <p>\$53.33</p>
<p style="text-align: center;">M5</p> <p>Annual Giving & Events Manager Aquatics & Safety Manager Assistant Golf Course Superintendent Community Center Building Engineer Community Center Manager Conservation Manager Fitness Center Manager Graphic Arts Manager Head Golf Professional Lead Restaurant Manager Lincoln Marsh Program Manager Mary Lubko Center Manager Museum Manager Preschool Camp Manager Senior Catering Manager Special Events Manager</p>	<p>\$61,625</p> <p>\$29.63</p>	<p>\$77,032</p> <p>\$37.03</p>	<p>\$92,438</p> <p>\$44.44</p>

Specialized Services

Chorus Accompanist
Theatre Music Director
Voice Instructor
Dance Instructor
Cooking Instructor
Guitar Instructor
Piano Instructor
Pottery Instructor
Theatre Choreographer
Theatre Instructor
Theatre Stage Manager
Theatre Director
Lead Pottery Instructor
Pickleball Lessons Instructor
Chorus Director
Fitness Instructor
Group Fitness Coordinator
Group Fitness Instructor
Personal Trainer
Martial Arts Instructor
Tai Chi Instructor
Athletic Instructor
Recreation Program Instructor
Assistant Theater Director
Creative Arts Instructor
Restaurant Bartender
Banquet Bartender – Gratuity based
Restaurant Food Runner – Busser – Gratuity based
Restaurant Server – Gratuity based
Beverage Cart-Halfway House – Gratuity based

Job Evaluation Guide

Business Support & Operations Career Band (A)

A1 - Entry Level

- Entry level position with some prior relevant training or work experience
- Acquires basic skills to perform routine tasks
- Work is prescribed and completed with little autonomy
- Works with either close supervision or under clearly defined procedures
- Minimum Wage represents minimum base pay
- Seasonal positions (under 18 who work less than 650 hours are paid \$13.00 an hour per Illinois minimum wage ordinance). See attached position list.

A2 - Intermediate Level

- Has working knowledge and skills developed through formal training or work experience
- Works within established procedures with a moderate degree of supervision
- Identifies the problem and all relevant issues in straightforward situations
- Identifies, assesses each using standard procedures and makes sound decisions
- Has prior relevant training or related work experience
- Performs routine tasks following specific instructions or under close supervision
- Work is clearly defined and completed according to instruction

A3 – Senior Level

- Has full proficiency gained through job-related training and considerable work experience
- Completes work with a limited degree of supervision
- Likely to act as an informal resource for colleagues with less experience

- Identifies key issues and patterns from partial/conflicting data
- Takes a broad perspective to problems and spots new, less obvious solutions
- Has limited discretion to vary from established procedures

A4 – Technical/Trade/Coordinator Level

- Has specialized expertise, typically developed through a combination of job-related technical coursework and work experience
- Works independently within established trade techniques and practices
- Recommends the development of new and innovative solutions to technical systems operations and support issues
- Spends a majority of working time performing skilled-level work
- Supports the delivery of new solutions complex problems where precedent may not exist
- Supervises/coordinates activities of non-exempt/part-time staff

A5 – Professional Level

- Has experienced level knowledge and experience in a professional discipline
- Typically requires Bachelor's degree or equivalent work experience
- Solves complex problems; takes a broad perspective to identify solutions and new/improved processes
- Receives a moderate level of guidance and direction

A6 – Professional Lead/Advanced Level

- Is recognized as an expert in own area within the organization
- Has specialized depth and/or breadth of expertise in own discipline or function
- Interprets internal or external issues and recommends solutions/best practices
- May lead functional teams or projects
- Works independently, with guidance in only the most complex situations
- Progression to this level is typically restricted on the basis of business requirement

Supervisory/Management/Executive Career Band (M)

M1 - Senior Director Level

- Responsible for the operations and staff of multiple functions/departments
- Provides leadership and direction through Directors and/or Managers
- Has accountability for multiple functions/operations
- Develops, implements and manages strategies and programs that impact multiple operations
- Subject Matter Expert (SME) for assigned functions

M2 – Department Director Level

- Provides leadership and direction through Managers and Supervisors
- Has accountability for the performance and results of a defined Department/Organizational function
- Serves as Subject Matter Expert (SME) for area(s) of responsibility
- Reports directly to Executive Director
- Adapts and executes functional/departmental business plans and contributes to the development of functional or departmental strategies
- Decisions are guided by functional or major operational segment strategies and priorities

M3 – Senior Manager/Director Level

- Provides leadership and direction through Manager and Supervisors
- Has accountability for the performance and results of a defined Department/Organizational function
- Serves as Subject Matter Expert (SME) for area(s) of responsibility
- Reports directly to Executive Director or Department Director
- Adapts and executes functional/departmental business plans and contributes to the development of functional or departmental strategies
- Decisions are guided by functional or major operational segment strategies and priorities

M4 – Manager Level

- Manages employees and/or supervisors in a defined division/section of a department
- Has accountability for the performance and results of a team within own discipline or function
- Adapts departmental plans and priorities to address resource and operational challenges

- Decisions/problem-solving are guided by policies, procedures and business plan; receives guidance from senior manager
- Provides technical guidance to employees, colleagues and/or customers
- Reports to a Department Director

M5 – Supervisor Level

- Coordinates and supervises the daily activities of a shift or unit
- Sets priorities for the team to ensure task completion; coordinates work activities with other supervisors
- Decisions/problem-solving are guided by policies, procedures and business plan
- Receives guidance and oversight from Superintendent/Department Director
- Typically does not spend more than 40% of time performing the work supervised

Specialized Services

- This category recognizes that certain positions within the District do not fit the traditional job grades.
- Jobs in this category are populated by part-time Instructors/fixed amount/gratuity based/other positions.

Seasonal Positions

Aquatic Support Attendant
Assistant Camp Director
Assistant Concession Manager
Assistant Pool Manager
Assistant Swim Lesson Coordinator
Assistant Swim Team Coach
Athletic Camp Counselor
Athletic Intern
Athletic League and Event Assistant – under 18
Athletic Site Supervisor
Athletic Site Supervisor – in – house Soccer
Basketball Referee
Camp Counselor
Camp Director
Camp Director – Athletics
Camp Director – Summer
Cashier – Admissions Attendant
Cheerleading Instructor
Clocktower Commons Attendant
Concession Attendant Pools – Under 18
Concession Manager – Rice
Cosley Zoo Admissions Attendant
Cosley Zoo Concession Attendant
Cosley Zoo Senior Admin Attendant
Cosley Zoo Summer Camp Counselor
Event and Guest Services Attendant
First Aid Responder
General Golf and Grounds Maintenance
Golf Cart – Range Attendant
Golf Maintenance

Head Swim Lesson Coordinator
Head Swim Team Coach
Holiday Tree Sales
Ice Skate Attendant
Intern – Golf Maintenance
Lead Event and Guest Service Attendant
Lifeguard
LM Nature Camp Counselor
Museum Intern
Official, Referee, Umpire Score Keeper
Pool Custodian
Pool Manager
Pro Shop Cashier
Recreation Intern
Restoration-Forestry Crew
Seasonal Grounds Maintenance
Seasonal Concession Attendant
Seasonal Customer Service Attendant
Seasonal Preschool Instructor
Senior Concession Attendant
Shelter House Attendant
Soccer Referee
Swim Instructor – Under 18
Water Park Staff – Under 18

TO: Board of Commissioners
FROM: Matthew Jay, Human Resource Manager
THROUGH: Michael Benard, Executive Director
RE: Comprehensive Revision and Update of the
Wheaton Park District Personnel Policies
DATE: September 18, 2024



SUMMARY:

As a best practice, and to keep up with frequently changing laws, a comprehensive legal update and review of our Personnel Policy Manual should be conducted every three years by an attorney. Our 2024 review was conducted by Senior Employment Counsel at HR Source and Legal Counsel. HR Source, formerly Management Association, is a contractual firm that provides the District with valuable resources that assist us in navigating the complex challenges and legal compliance issues related to the human resource management end of our business.

The Policy Manual had minor edits, details added for clarification, and updates due to law changes. The major amendment changes to the policy manual are as follows:

- The table of contents and page numbers will change once all red lined changes are accepted.
- Section 2.1 - Page 9 – Equal Employment Opportunity Policy – added language regarding protective hair styles, birth, and work authorization. Added by HR Source and Legal Counsel.
- Section 2.2 – Page 9 – Reasonable Accommodations – Website added for more information and language regarding accommodation. Added by HR Source and Legal Counsel.
- Section 2.3 – Page 10 – Diversity, Equity, and Inclusion – Added the word sex. Added by Legal Counsel.
- Section 2.4 – Page 10 – Employment Practices/Nepotism/Preferential Treatment – Added domestic partner/stepchild to family member. Added by Legal Counsel.
- Section 5.3.2 – Pages 18 - 20 – Vacation – changed accrue to receive up and removed the word earned. Added by HR Source.
- Section 5.3.4 – Page 21 – Personal Days – added sentence regarding personal day usage. Added by HR Source.
- Section 5.3.5 – Page 22 – Sick Leave – added language about doctor’s note. Added by HR Source.
- Section 5.3.7 – Pages 23 and 24 – Funeral Leave – revised language about unpaid time. Added by HR Source and Legal Counsel.
- Section 5.3.8 – Pages 24 and 25 - Child Extended Bereavement Leave – added extended to title and added legal updated eligibility. Added by HR Source

- Section 7.1 - Page 26 - Paid Medical Leave – Change disability to medical. Added by HR Source.
- Section 7.2 – Pages 27 and 28 - Family and Medical Leave of Absence – Added work location verbiage and military service language. Added by HR Source and Legal Counsel.
- Section 7.3 – Page 31 – General Leave of Absence – changed language regarding exhaustion of time and being applicable with law. Added by HR Source.
- Section 7.6 – Pages 31, 32, 33, 34, 35– Victims’ Economic Security and Safety Act Policy – added “or any other crime of”, eligible time off, “crime of violence”, addition to certification section, addition to effects on benefits, and addition to reasonable accommodation. Added by HR Source.
- Section 8.1 – Page 35 – Complaint Procedure – Removed Executive Director discretion. Removed by HR Source.
- Section 10.1 – Page 36 and 37 – Employee Conduct – Added language detailing with race and childbirth/pregnancy. Added by HR Source and Legal Counsel.
- Section 10.5 – Pages 42, 43, 44, 45 – Substance Abuse Policy– Completely overhauled by HR Source.
- Section 10.6 – Page 46 – Smoking – Added E-Cigarette language. Added by HR Source.
- Section 11.2 – Page 53 – Use of Mobile Technologies - Added employees cannot use mobile technology conferencing while using a vehicle. Added by HR Source
- Section 11.3 – Pages 54 and 55 – Social Media Use Policy – removed last sentence under guideline section and language about being respectful. Added by HR Source.
- Section 13.1 – Page 60 – Overtime/Timekeeping. Added and removed language about only hours actually worked count towards overtime. Added by HR Source
- Section 13.2 – Page 60 – Holiday Pay – Remove last sentence in policy to incentivize employees to work a holiday. The last sentence currently disincentivizes employees from working by limiting access to overtime. Changed by Executive Director.
- Section 13.3 – Page 61 – Personnel Records – Added sentence to reflect that the employees may request items in their file via email. Added by HR Source.
- Page 66 – Employee Acknowledgement Form – Added language regarding the manual not being a contract. Added by Legal Counsel

PREVIOUS COMMITTEE/BOARD ACTION:

The Board approved the Personnel Policy Manual update in February of 2022.

LEGAL REVIEW:

HR Source (March 2024) and Legal Counsel (August 2024) reviewed Personnel Policy Manual.

ATTACHMENTS:

Redlined Personnel Policy Manual reviewed by HR Source and Legal Counsel.

STAKEHOLDER PROCESS:

Once the Park Board approves the personnel policy manual the manual will be distributed to department heads and employees.

RECOMMENDATION:

Staff recommends the approval of the Wheaton Park District Personnel Manual dated September 2024.



Wheaton Park District

Personnel Policy Manual

~~May 2022~~ September 2024

Previously updated:

February 2022

December 2019

January 2018

December, August and February 2017

September and July 2016

PERSONNEL POLICY MANUAL

TABLE OF CONTENTS

INTRODUCTION	7
1.1 PREAMBLE	7
1.2 PURPOSE	7
1.3 AT-WILL STATUS	8
EMPLOYMENT	9
2.1 EQUAL EMPLOYMENT OPPURTUNITY POLICY	9
2.2 REASONABLE ACCOMODATION	9
2.3 DIVERSITY, EQUITY, AND INCLUSION	10
2.4 EMPLOYMENT PRACTICES /NEPOTISM/PREFERENTIAL TREATMENT	10
2.5 SECONDARY EMPLOYMENT OR SERVICE	11
2.6 NEW HIRE REPORTING	11
2.7 IMMIGRATION LAW COMPLIANCE	11
2.8 EXPIRATION OF WORK AUTHORIZATION	12
COMPENSATION	13
3.1 EMPLOYEE CLASSIFICATION	13
3.1.1 Regular Full-Time	13
3.1.2 Regular Part-Time	13
3.1.3 Temporary/Seasonal	13
3.1.4 Introductory	13
3.2 PERFORMANCE EVALUATIONS	13
3.3 SALARY BASIS AND REVIEW	14
PROFESSIONAL GROWTH	15
4.1 CONTINUING EDUCATION/TUITION REIMBURSEMENT	15
4.2 CONFERENCES, SEMINARS, AND WORKSHOPS	15
4.3 PROFESSIONAL AND COMMUNITY SERVICE ORGANIZATION	16
EMPLOYEE BENEFIT PROGRAMS	17
5.1 BENEFITS IN GENERAL	17
5.2 STATUATORY BENEFITS	17
5.2.1 Illinois Municipal Retirement Fund	17

5.2.2	Workers' Compensation	17
5.2.3	School Visitation	17
5.3	DISTRICT SPONSORED BENEFITS	18
5.3.1	Health Insurance, Dental, Vision, Group Life and AD&D	18
5.3.2	Vacation	18
5.3.3	Holidays	20
5.3.4	Personal Days	21
5.3.5	Sick Leave	21
5.3.6	Paid Time Off	22
5.3.7	Funeral Leave	23
5.3.8	Child Bereavement Leave	23
5.3.9	Jury Duty Leave	24
	USE OF DISTRICT FACILITIES, EQUIPMENT, AND RECREATION PROGRAMS	25
6.1	FACILITES	25
6.2	RECREATION PROGRAMS	25
6.3	RESTAURANT AND GOLF PRIVILEGES	25
	LEAVES OF ABSENCE	27
7.1	PAID MEDICAL LEAVE	27
7.2	FAMILY AND MEDICAL LEAVE OF ABSENCE	27
7.3	GENERAL LEAVE OF ABSENCE	30
7.4	SABBATICAL LEAVE	31
7.5	MILITARY LEAVE	31
7.6	VICTIMS' ECONOMIC SECURITY AND SAFETY ACT POLICY	32
	COMPLAINT PROCEDURE	35
8.1	OPEN DOOR COMMUNICATION/PROBLEM SOLVING PROCEDURE	35
	ENDING EMPLOYMENT	36
9.1	SEPERATION OF EMPLOYMENT	36
	EMPLOYEE CONDUCT	37
10.1	NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY	37
10.2	DISCIPLINARY ACTION	39
10.3	DISCIPLINARY PROCEDURE	41
10.4	ATTENDANCE POLICY	41
10.5	SUBSTANCE ABUSE POLICY	42
10.6	SMOKING	45
10.7	PERSONAL APPEARANCE	46
10.8	BAN ON CERTAIN GIFTS AND REWARDS	46
10.9	CONFIDENTIALITY POLICY	46

10.10	IMMUNITY FROM LIABILITY FOR CONFIDENTIAL DISCLOSURE OF A TRADE SECRET TO THE GOVERNMENT OR IN A COURT FILING POLICY	47
10.11	WHISTLEBLOWER POLICY	47
10.12	WORKPLACE VIOLENCE	49
10.13	WORKPLACE SECURITY AND INSPECTION	50
USE OF INFORMATION SYSTEMS AND SOCIAL MEDIA		51
11.1	USE OF ELECTRONIC, TELEPHONE, AND OTHER EQUIPMENT	51
11.2	USE OF MOBILE TECHNOLOGIES	53
11.3	SOCIAL MEDIA USE POLICY	53
WORKING CONDITIONS		57
12.1	HOURS OF WORK AND MEAL/BREAKS	57
12.2	DRIVER'S LICENSE	57
12.3	BUSINESS EXPENSES	58
12.4	HEALTH AND SAFETY	58
12.5	SOLICITATION	58
12.6	POLITICAL ACTIVITY	59
12.7	PRIVATLEY OWNED AUTOMOBILES	59
12.8	EMPLOYEES SUGGESTIONS	59
PAY AND PAYROLL-RELATED PROVISIONS		60
13.1	OVERTIME/TIMEKEEPING	60
13.2	HOLIDAY PAY	60
13.3	PERSONNEL RECORDS	61
13.4	PAY PROCEDURES	61
13.5	PAY DEDUCTIONS	62
APPENDIX		64
EMPLOYEE ACKNOWLEDGEMNT FORM		65

INTRODUCTION

1.1 Preamble

The Wheaton Park District (“Park District” or “District”) is composed of a variety of park areas, special recreation facilities, and program services which contribute to the wellbeing of individuals and families, to the attractiveness of neighborhoods, and to the social and economic health of the community. It is the goal of the Park District to develop and maintain a creative, efficient, responsive, and balanced leisure delivery system for all its citizens. A good employer/employee relationship is an essential component of the parks and recreation program. In an effort to achieve and maintain such a relationship, the Park District hereby adopts this Personnel Policy Manual (“Manual”).

1.2 Purpose

The purpose of this Manual is both to provide employees with general information and guidelines concerning their employment relationship with the Park District and to describe the Park District’s expectations of its employees. This Manual is not intended to be comprehensive, all-inclusive, or to address all of the possible applications of, or exceptions to, the general policies and procedures described.

The Manual is not intended to create a contract of employment. Rather, it is simply intended to generally describe the Park District’s policies and procedures, employee benefits, and general guidelines. Unless you have an employment agreement to the contrary, which is signed by the Executive Director of the Park District, your employment is at-will and may be terminated, with or without cause, and with or without notice, at any time at the option of either the employee or the District. See also At Will Status policy.

This Manual supersedes all previously issued manuals, policies, and notices that cover these same subject matters. An employee’s decision to continue employment with the Park District after this revision, or following any future revisions, shall be deemed to constitute their agreement with all such revisions. The Park District and the Board of Park Commissioners reserve the right to unilaterally revise, supplement or discontinue any of the policies, guidelines, or benefits described in this Manual.

Applicable federal, state or local laws or regulations shall supersede these stated policies, until corrections can be published, in the following instances:

- If any of the policies are or become in conflict with federal, state, or local laws or regulations;
- If any omissions or inclusions cause conflict with federal, state, or local laws or regulations; or
- If typographical or printer error should cause conflict with any federal, state, or local laws or regulations.

A copy of this Manual will be given to each employee after hiring. The employee will be required to review the Manual and become familiar with its contents and acknowledge their receipt of the Manual in writing and understand that failure to comply with the provisions of this Manual may result in disciplinary action, up to and including termination of employment. The Park District will try to keep employees informed of changes as they occur, by distributing copies of revised provisions to employees. A copy of the Manual will also be maintained in the Park District Human Resource Office and on the Park District intranet.

Any employee who desires to make suggestions regarding these policies may submit such suggestions in writing to the Office of the Executive Director of the Wheaton Park District (“Executive Director”).

If there is any policy or provision in the Manual that an employee does not understand, they should seek clarification from the Human Resource Department or the Executive Director. Should there be any questions as to the interpretation of the policies or benefits listed in this Manual, or any exceptions; the final explanation and resolution will be at the sole and absolute discretion of the Executive Director, subject to federal, state, and local laws.

1.3 At-Will Status

Nothing contained in this Manual, Board policies, or any written or oral statement interpreting, explaining, or clarifying these policies by any member of the staff or Park Board, is intended to create an employment contract, or any type of binding agreement, either express or implied, between the Park District and any employee. Nor does this Manual guarantee any fixed terms or conditions of employment. Unless there is a written agreement signed by the Executive Director to the contrary, your employment is **at-will and may be terminated, with or without cause, and with or without notice, at any time at the option of either you or the Park District.**

EMPLOYMENT

2.1 Equal Employment Opportunity Policy

The Park District is an equal employment opportunity employer. The Park District gives fair consideration to all qualified persons, and affords all our employees opportunities for advancement according to their individual abilities, regardless of actual or perceived race, (and traits associated with race, including but not limited to hair texture and protective hairstyles), color, national origin, sex, pregnancy (including childbirth, breastfeeding and pregnancy-related medical conditions), sexual orientation, religion, age, disability, citizenship, work authorization status, ancestry, marital status, order of protection status, military status, genetic information, gender identity, or any other protected category, in accordance with state and federal laws. This policy of equal employment applies to all aspects of the employment relationship, including but not limited to: initial consideration for employment; job placement and assignment of responsibilities; performance evaluation; promotion and advancement; compensation and fringe benefits; training and professional development opportunities; formulation and application of human resource policies and rules; facility and service accessibility; and discipline and termination.

Any employee who believes this policy has been violated should report the situation to their supervisor or Human Resources. All such matters will be thoroughly investigated and rectified if a policy violation is identified. Please refer to Section 10.1 governing non-discrimination and anti-harassment for more detailed information concerning the District's investigative procedures. We strongly encourage use of this policy if necessary and assure employees that they need not fear any reprisals for bringing forth a good faith claim, regardless of the results of any investigation.

2.2 Reasonable Accommodations

The Park District supports the Illinois Human Rights Act, Americans with Disabilities Act as amended, and Title VII of the Civil Rights Act of 1964 and will ~~attempt to~~ provide reasonable accommodations for people with disabilities, women affected by pregnancy, childbirth, or related conditions in the workplace, and for individuals' sincerely held religious beliefs unless such accommodations would present an undue hardship for the District.

What is considered a reasonable accommodation will be based on a case-by-case analysis. Reasonable accommodations apply to all applicants and employees and include, but are not limited to: hiring practices, job placement, job duties, and training, ~~pay practices, promotion and demotion policies, and layoff and termination procedures.~~

A qualified person with a disability is any individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the job the individual has or wants, and does not pose a direct threat to the health or safety of the employee or other individuals in the workplace. A qualified person eligible for an accommodation may also include a woman who is affected by pregnancy, childbirth, or related conditions and/or an individual who requires a workplace accommodation in order to practice their religion.

Contact your supervisor or Human Resources for further clarification regarding the Park District's policy on reasonable accommodation or to request a reasonable accommodation in the workplace. See

<https://dhr.illinois.gov/content/dam/soi/en/web/dhr/publications/documents/pregnancy-posting-idhr-eng-2023.pdf> for more information about pregnancy accommodations.

2.3 Diversity, Equity, and Inclusion

Diversity, equity, and inclusion are important values of the Park District. We embrace and encourage our employees' differences in all aspects, including but not limited to, race, color, national origin, cultural background, age, [sex](#), gender, ethnicity, gender identity or expression, languages, national origin, physical and mental ability, political affiliation, religion, sexual orientation, parental status, marital status, educational levels, socio-economic status, military or veteran status, and other characteristics that make our employees unique.

As part of our commitment to a workplace culture that values and promotes diversity, equity and inclusion, and a work environment free of all forms of discrimination, harassment, and hostility, we promise to:

- Lead with respect and tolerance. We expect all employees to embrace this philosophy and to express it in workplace interactions and through everyday practices.
- Acknowledge and dismantle any inequities within our policies, systems, programs, and services.
- Promote respectfulness, cultural awareness, and inclusivity by:
 - Fostering a collaborative work environment in which all employees participate and contribute, and individual differences and contributions are recognized and valued.
 - Empowering and providing a safe space for all employees to express themselves, exchange ideas, and feel heard; and
 - Encouraging employees to be open and receptive to others' experiences and perspectives.
- Regularly review all our employment policies, practices, and procedures so that fairness is maintained at all times.

2.4 Employment Practices/Nepotism/Preferential Treatment

Due to the various specializations that exist within a parks and recreation agency, it is the policy of the Park District that employees of the District be certified or trained in their position's appropriate field. Recruitment and selection of management emphasizes this in a non-discriminatory manner.

It is also the policy of the District to hire, retain, and promote individuals based upon their qualifications and performance, as well as the needs of the Park District, and not on the basis of nepotism or other improper favoritism.

Members of an employee's family, or those in a close personal relationship with the employee, will not be considered for employment without prior approval from the Executive Director. Such approval is preceded

by a determination that neither a conflict of interest, nor a situation exists whereby any family member or significant other has a supervisory/subordinate working relationship, or any other interference with the District's operations is likely to occur.

For purposes of this section, the term "family member" shall include the employee's spouse or domestic partner, child or step-child, parent, sibling, grandchild, grandparent, stepparent, parent-in-law, brother-in-law, sister-in-law, niece, nephew, cousin, son-in-law, daughter-in-law, brother-in-law, or sister-in-law. This policy must also be considered when assigning, transferring, or promoting an employee.

Employees who marry or establish close personal relationships may continue employment as long as it does not result in the above. Employees must inform the Executive Director or Human Resources if they enter into a familial or close personal or romantic relationship to ensure that no actual or perceived conflict of interest is present. If the conditions outlined above should occur, attempts may be made to find a suitable position within the organization to which one of the employees may transfer. If accommodations of this nature are not feasible, the employees will be permitted to determine which of them will resign.

2.5 Secondary Employment or Service

The Park District recognizes that employees sometimes seek additional employment or hold office during their off hours. The Park District asks these employees to remember that, despite any outside obligations, their position with the District is their primary responsibility. The Park District reminds employees that working extended hours might adversely affect their health, endurance, and productivity. If the District determines that outside obligations interfere with the employee's performance or create an actual or apparent conflict of interest, the employee may be asked to discontinue their outside obligations.

The Park District does not consider additional employment or the holding of an office to be an excuse for poor job performance, tardiness, absenteeism, or refusal to work overtime.

You should notify your supervisor or Human Resources immediately regarding any potential conflicts of interest you may have due to secondary employment. If the Park District determines that outside employment interferes with the employee's performance or creates an actual or apparent conflict of interest, the employee may be asked to terminate the outside employment.

2.6 New Hire Reporting

The District, or its designated third-party, will submit information on newly hired or rehired employees to the Illinois Department of Employment Security, New Hire Directory. The new Hire Reporting Program is part of the federal welfare reform law and includes increased efforts to locate absent parents who are not supporting their children. In addition, new hire reporting assists in reducing fraudulent unemployment and workers' compensation payments.

2.7 Immigration Law Compliance

The Park District is committed to employing only those applicants who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin.

In compliance with the Immigration Reform and Control Act, each new employee, as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility. Former employees who are rehired must, in certain circumstances, complete a new I-9 form.

2.8 Expiration of Work Authorization

Employees who have a work authorization that expires will need to provide an updated work authorization. Employees who fail to provide proof of their renewed authorization to work prior to the expiration of the authorization documented on their Form I-9 are subject to immediate termination.

COMPENSATION

3.1 Employee Classifications

It is the intent of the Park District to clarify the definitions of employment classifications so that employees understand their employment status and benefit eligibility. These classifications do not guarantee employment for any specified period of time. Accordingly, the right to terminate the employment relationship, at will, at any time is retained by both the employee and the Park District.

Each employee is designated as either **Non-Exempt or Exempt** according to federal and state wage and hour laws. Non-Exempt employees are entitled to overtime pay and are under the specific provisions of federal and state wage and hour laws. Exempt employees are not entitled to overtime pay and are excluded from specific provisions of federal and state wage and hour laws.

In addition to the above categories, each employee will belong to one other employment category:

3.1.1 Regular Full-Time employees are those that have completed their introductory period and are regularly scheduled to work a minimum of 40 hours per week. Generally, they are eligible for the Park District's full benefit package, subject to the terms, conditions, and limitations of each benefit program.

3.1.2 Regular Part-Time employees are those that have completed their introductory period and regularly work an average of less than 40 hours per week. They are eligible for some of the Park District's benefit package, subject to the terms, conditions, and limitations of each benefit program.

3.1.3 Temporary/Seasonal employees are those who regularly work a 40-hour week or less over a designated, predetermined period of time, usually not to exceed nine (9) months. Temporary employees are not eligible for any of the Park District's benefit package except those required by law.

3.1.4 Introductory employees are those employees working within their first six (6) months of employment with the Park District. During this time, the employee has the opportunity to evaluate the work environment and discover if the employee is suited to and likes their new position. Similarly, the introductory period provides the employee's supervisor a reasonable period of time to evaluate the employee's performance and determine if the employee appears to possess the aptitude and attitude necessary for him/her to meet the required standards and expectations of the position. An employee's introductory status may affect eligibility for some benefits — please see Human Resources for more information. Once the employee successfully completes the introductory period, the employee will be a regular employee. This is simply an administrative designation. It does not mean that the employee has a permanent job and is not in any other way inconsistent with the Park District's employment at-will policy. The Park District reserves the right to extend or shorten the introductory period within its discretion.

3.2 Performance Evaluations

The Park District is committed to providing you with ongoing feedback, both formal and informal, regarding your performance on the job. This typically includes verbal and/or written feedback throughout the year, as well as a formal documented performance review. Typically, the Park District formally evaluates a full-time employee's job performance at the end of the introductory period and then on an annual basis in December. Part-time employees generally receive a formal performance evaluation on an annual basis in December or January. However, nothing shall preclude the Park District from placing an employee on a more frequent cycle of evaluation where warranted. More frequent evaluations may occur during an employee's first six months of employment, following the employee's placement in a new position, and when deemed necessary by the employee's supervisor or the Executive Director due to performance or conduct concerns.

Performance reviews are designed to provide communication between the employee and supervisor on the employee's job performance. Criteria that will usually be evaluated include but is not limited to: quality and quantity of work performed; conduct and behavior; dependability; ability to get along with others; initiative, resourcefulness and creativity; and potential for future growth. Your performance review will also include a review of your strengths; identify any areas needing improvement; and goals and objectives that need to be achieved.

The review also serves as one of the criteria for determining salary adjustment recommendations. However, a salary adjustment does not necessarily result from a performance review.

3.3 Salary Basis and Review

The initial rate of compensation shall be determined on the basis of the skills, experience, or other qualifications required for the position involved, as well as economic conditions, and any other factors deemed appropriate by the Executive Director. Any adjustments to employee compensation are made on the basis of several factors, including, but not limited to: the District's budget, the employee's current rate of compensation, the employee's performance rating, whether the employee received a recent adjustment, and other external market factors. Any adjustments to employee compensation are typically effective on, or around, January 1, or as otherwise determined by the Board.

PROFESSIONAL GROWTH

4.1 Continuing Education/Tuition Reimbursement

Consistent with potential benefit to the Park District and budget considerations, educational assistance may be available to eligible full-time employees who wish to pursue degreed course work related to their employment with the Park District. Employees are eligible to receive assistance for one academic course per semester, not to exceed five (5) semester hours in any one term, at an in-state institution of higher education. Program course work must be completed outside the employee's regular working hours. Employees who are on probation or being counseled for performance issues are ineligible to participate.

To participate in this educational assistance program, an employee must have 12 months of employment with the district and make a written request detailing the planned courses the employee wants to take and how it relates to the employee's role with the Park District. Courses must specifically be related to the employee's current position or to the employee's career development with the Park District. The Park District has the sole discretion to determine whether a course relates to an employee's current job duties or a foreseeable future position. *Courses must be approved by the Executive Director prior to class enrollment in order to qualify for reimbursement.*

Reimbursement

The maximum reimbursement that will be made to an individual employee is \$1,500 per 12-month period. Reimbursement will be provided upon satisfactory completion of the course (a grade of "C" or better in an undergraduate program, "B" or better in a graduate program) and receipt of a paid tuition bill and official grade report. Requests for reimbursement must be completed within 60 days of course completion.

Employees eligible for reimbursement from any other source (e.g., a government-sponsored program or a scholarship) may seek assistance under our educational assistance program but are reimbursed only for the difference between the amount received from the other funding source and the actual course cost. Total aid from the Park District and other sources may not exceed 100% of the costs and fees. Employees who voluntarily terminate or who are terminated will not be entitled to continued educational reimbursement from the Park District.

Tax consequences (if any) as a result of reimbursement under this policy are the sole responsibility of the employee. Taxable earnings (if applicable) may be added to overall earnings and reflected on an employee's W-2.

Contact Human Resources for more information or questions regarding this educational assistance policy.

4.2 Conferences, Seminars, and Workshops

In furtherance of this goal, the Park District will make an effort to provide opportunities to full-time and part-time employees to attend conferences, seminars, and workshops which may be of benefit to the employee and which would help improve the Park District's operation or services. With the Executive Director's prior approval, the employee may receive reasonable reimbursement for the cost of travel, registration, meals, lodging, and other miscellaneous expenses resulting from attendance at such conferences, seminars, or workshops. However, such approval will be contingent upon both the budgetary limitations and the operational requirements of the Park District. Please see the Travel and Vehicle Use Policy located on the intranet or contact the Finance Department for more information regarding reimbursement of expenses.

4.3 Professional and Community Service Organization

The Park District, with the Executive Director's prior written approval, will pay the annual membership dues of professional and community service organizations on behalf of full-time employees, assuming such memberships relate to or benefit the District and the work it does in the community.

A professional organization shall be defined as any organization that provides professional growth and networking opportunities for employees, such as the National Recreation and Parks Association, the Illinois Park and Recreation Association, National Restaurant Association, Professional Golf Association, and Society for Human Resource Management. Community service organizations shall be defined as non-profit organizations that provide services to our community, such as the Lions, Rotary and Kiwanis clubs.

EMPLOYEE BENEFIT PROGRAMS

5.1 Benefits in General

Eligible employees of the Park District are provided a wide range of benefits. Benefits eligibility is dependent upon a variety of factors, including employee classification. A number of the programs (such as Social Security, workers' compensation, and unemployment insurance) cover all employees in the manner prescribed by law.

A summary plan description (SPD), where applicable, which explains coverage of many of the benefits in greater detail is available. The actual plan documents, which are available by making a written request to Human Resources, are the final authority in all matters relating to benefits described in this Manual or in the SPD and will govern in the event of any conflict. The Park District reserves the right to change or eliminate any benefits at any time in accordance with applicable law.

5.2 Statutory Benefits

5.2.1 Illinois Municipal Retirement Fund

The Illinois Municipal Retirement Fund (IMRF) is a retirement fund for public employees. All employees who work a minimum of one thousand (1,000) hours per year must contribute to IMRF through payroll deductions in an amount determined by statute. The Park District also contributes to IMRF on behalf of all participating employees. The retirement pension benefit is determined by a combination of date of hire, years of service, and average earnings. Employees may contact Human Resources or IMRF for more information.

5.2.2 Workers' Compensation

All employees are covered by the provisions of the Workers' Compensation Act and thus may be eligible for benefits in the event of an injury or illness arising out of and/or in the course of employment. To help ensure you receive full benefits under this law, employees are required to immediately report any claim of work-related illness or injury to their direct supervisor or any other available supervisor.

5.2.3 School Visitation

An employee who has worked at the Park District for at least six (6) months, and for an average of at least twenty (20) hours per week, may be eligible to take up to eight (8) hours of unpaid school visitation leave per school year to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during non-work hours.

No more than four (4) hours of leave may be taken in any one day. Additionally, the employee may not take leave unless the employee has used all available vacation leave, personal days, and/or PTO.

Before arranging attendance at the school conference or activity, the employee must provide the Park District with a written request for leave at least seven (7) days in advance of the requested time off.

However, in an emergency, the employee may give twenty-four (24) hours' notice. In addition, the employee must consult with their immediate supervisor to schedule the leave so as not to unduly disrupt District operations.

School visitation leave shall be unpaid. The employee may choose, however, to make up the time missed due to school visitation leave on a different day or shift if such arrangement may reasonably be provided by the Park District. If the employee chooses not to make up the time missed, or an arrangement to make up such time cannot be made, the employee will not receive compensation for the missed time. Upon completion of a school visit, the employee may be required to produce documentation of their visit from the school administrator and submit such documentation to the Park District.

5.3 District Sponsored Benefits

5.3.1 Health Insurance, Dental, Vision, Group Life and AD&D

The Park District provides employees regularly working 30 or more hours per week, and their eligible dependents, with health insurance, dental coverage, and vision coverage. Eligible employees may elect to enroll in these plans beginning on their first day of employment. Employees are required to contribute toward the cost of the health insurance premiums. Specific enrollment and plan information will be provided by Human Resources.

The Park District also offers all full-time employees group life insurance and accidental death and dismemberment (AD&D) insurance in case of certain serious injuries or death of the employee. Employees are eligible for coverage beginning on their first day of employment. These benefits are at no cost to employees and employees will be automatically enrolled upon starting employment.

The Park District offers employees the opportunity to make any required insurance premium payments on a pre-tax basis under a Section 125 Plan. Additionally, participating employees may make voluntary pre-tax contributions to flexible spending accounts for unreimbursed medical and/or dependent care expenses.

Employees should contact the Human Resource Department regarding enrollment, mid-year election changes, participation in the Section 125 Plan and flexible spending accounts, and any other questions involving the administration of these plans.

5.3.2 Vacation

Vacation time is provided to all regular full-time employees as a means of promoting health, rest, relaxation, and pleasure. Because the Park District recognizes the importance of vacation time, it provides paid vacation time, which accrues on per pay period basis. The per pay period rate depends on their length of service as of their anniversary date.

Vacation time is accrued and granted as follows:

First Year. Employees ~~accrue~~ receive up to twelve (12) days of vacation after completion of their first year of full-time employment.* However, new employees will be given the opportunity to use six (6) days of that vacation after completion of the introductory period but prior to being granted the full allotment.

Subsequent Years. During an employee's second and subsequent years of continuous full-time employment, vacation days shall be granted on the employee's anniversary date in accordance with the following schedule:

Following the completion of the:

Length of Service	Vacation per pay period	Total Vacation per year
Second year of continuous full-time employment	4.0 hours	13 days
Third year of continuous full-time employment	4.31 hours	14 days
Fourth year of continuous full-time employment	4.61 hours	15 days
Fifth year of continuous full-time employment	4.93 hours	16 days
Sixth year of continuous full-time employment	5.23 hours	17 days
Seventh year of continuous full-time employment	5.55 hours	18 days
Eighth year of continuous full-time employment	5.85 hours	19 days
Ninth through nineteenth years of continuous full-time employment	6.16 hours	20 days
Twentieth year of continuous full-time employment (and thereafter)	7.70 hours	25 days

* Subject to the discretion of the Executive Director, newly hired management or supervisory employees may receive one-half (1/2) year of credit for each year of previous full-time professional experience deemed relevant to the operations of the Park District.

a.) Employees Converting from Part-time to Full-time

A part-time employee of the Park District who accepts employment as a regular full-time employee shall be credited with years of continuous full-time employment for vacation purposes as follows: the Park District will calculate the total number of hours the employee worked on a part-time basis and convert this to the equivalent of full-time employment based on a 2,080 hour full-time work year. The employee will receive one-half (1/2) year of credit for each full year of equivalent full-time employment worked for the Park District.

b.) Scheduling Vacation

Vacation must be taken in minimum increments of four (4) hours. Written requests to use vacation must be made to the employee's supervisor, on the appropriate vacation request form, at least two (2) weeks prior to the date desired for vacation. While the Park District will make every effort to provide employees with requested time off, no request for vacation will be approved when the effect would be to leave an office or department without adequate personnel to perform the required services during any working period. When the absence of multiple employees during the same period of time would jeopardize operations, the employee who first requested the time off will typically be given priority. If employees requested time off at approximately the same time, the employee with seniority will typically be given priority.

An employee who resigns from employment with the Park District may not use a vacation day(s) during their final two (2) weeks of employment, without the express permission of the Executive Director.

c.) Accumulation of Vacation

It is recommended that all vacation days be taken during the calendar year in which they are **received**. ~~accrued~~. However, unused vacation may be accumulated to a maximum of fifteen (15) days, in addition to the number of vacation days the employee is entitled to receive for the current year. Any unused vacation days in excess of this amount will be forfeited if not used by the end of the year in which they accrue (see example below). Vacation days are considered unused one year from the date on which they are granted. For example, an employee has fifteen (15) days of accumulated unused vacation and then receives sixteen (16) days of new vacation on the employee's 5th anniversary on June 1, 2018. If the employee only uses twelve (12) days of vacation between June 1, 2018 and May 31, 2019, the employee will forfeit four (4) unused vacation days on June 1, 2019. Any exceptions to this policy must be approved by the Executive Director.

An employee on an unpaid leave of absence of thirty (30) or more days shall cease to ~~accrue~~ **receive** any further vacation time during such absence and the employee's upcoming vacation entitlement shall be pro-rated for the year.

d.) Vacation Pay & Payout

Vacation days will be paid at the employee's base rate at the time the leave is taken. Vacation days do not include any special forms of compensation such as incentives, commissions, or bonuses.

When an employee terminates or resigns without having taken all **earned** vacation time, the monetary equivalent of all ~~earned and~~ unused vacation time shall be paid to the employee as part of the employee's final compensation.

5.3.3 Holidays

The Park District observes the following holidays and will typically be closed:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents' Day	Thanksgiving Day
Memorial Day	Friday After Thanksgiving
Independence Day	Christmas Day

When a legal holiday falls on a Saturday or Sunday, the nearest working day will typically be declared a holiday. In addition, the Executive Director, at their discretion, may grant two and one-half (2½) additional holidays each year. A listing of the dates scheduled for the observance of holidays may be viewed in the Human Resource Department or the intranet.

Criteria for Holiday Pay

The following conditions apply to the Park District's holiday pay policy:

- Regular full-time and exempt employees will be paid their regular rate and hours of pay, for up to 8 hours, for days which they are regularly scheduled to work.
- The time will be paid at the employee's base rate at the time the leave is taken. Paid time off for holidays does not include any special forms of compensation such as incentives, commissions, or bonuses.

- If a recognized holiday falls during an eligible employee's paid absence (such as vacation or personal time off), holiday pay will be provided instead of the paid time off benefit that would otherwise have applied.
- Holidays will not be paid to any employee on an unpaid absence of 30 or more days.

5.3.4 Personal Days

Regular full-time employees who have completed at least six (6) months of continuous full-time employment (i.e., employed prior to July 1st) shall be granted two (2) personal days at the start of the next calendar year following the date of hire. A regular full-time employee who has completed less than six (6) months of continuous regular full-time employment (i.e., was employed after July 1st) shall be granted one (1) personal day at the start of the next calendar year. **Personal days are to be used for personal business that cannot normally be accomplished during an employee's non-working time. Examples include banking and attorney appointment, emergency home repairs and school meetings. (See also, the School Visitation Policy).**

Notice of Personal Days

Personal days may be taken in increments of four (4) hours for exempt employees and one (1) hour increments for non-exempt employees. If the use of personal leave is foreseeable, the employee must give the Park District seven days' notice (or as much notice as is reasonably possible) in accordance with the usual procedure for requesting a leave of absence. Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the employee is expected to notify the District as soon as practicable and, absent unusual circumstances, in accordance with the District's normal leave procedures.

Approval shall be based on organizational needs. Unused personal days may not be carried over from year to year and are considered forfeited if not used by the end of the calendar year.

Personal days will be paid at the employee's base rate at the time the leave is taken. Personal days do not include any special forms of compensation such as incentives, commissions, or bonuses. When an employee terminates or resigns without having taken all earned personal days, the monetary equivalent shall be paid to the employee as part of the employee's compensation.

5.3.5 Sick Leave

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

Notice of Sick Leave

Sick leave may be taken in one (1) hour increments by non-exempt employees and four (4) hour increments by exempt employees. If the use of sick leave is foreseeable, the employee must give the Park District

seven days' notice (or as much notice as is reasonably possible) in accordance with the usual procedure for requesting a leave of absence. Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the employee is expected to notify the District as soon as practicable and, absent unusual circumstances, in accordance with the District's normal leave procedures. Employees may text or email a supervisor regarding an absence but should leave a call back number where they can be reached for confirmation/clarification.

The Executive Director may require the employee to provide a doctor's note to substantiate the reason for the employee's absence **when the absence is for more than three days or when the Park District suspects abuse of this policy.**

Sick Leave Pay

Sick leave pay will be paid at the employee's base rate at the time the leave is taken. Sick leave pay does not include any special forms of compensation such as incentives, commissions, or bonuses.

Sick Leave Accrual

Employees may accrue and carry-over up to thirty (30) days of unused sick leave. An employee with thirty (30) days of accrued unused sick leave will continue to receive twelve (12) days each calendar year, as described above. However, following the end of each calendar year, employees will be paid out for half (1/2) of their unused sick days in excess of thirty (30) days. The remaining balance will be forfeited and, for eligible employees, applied toward additional Illinois Municipal Retirement Fund ("IMRF") service credit at the time of retirement from the District, in accordance with IMRF policy.

An employee on an unpaid absence of 30 or more days shall stop accruing sick time. Employees separating from employment with the District will not receive payment for any unused sick leave.

5.3.6 Paid Time Off

Part-time employees who worked 1,000 hours or more the previous calendar year are eligible for paid time off (PTO) as follows:

Years of Service	PTO Hours Earned Per Year
1 – 4	24 hrs / 3 days
5 – 9	32 hrs / 4 days
10 – 14	40 hrs / 5 days
15 – 19	48 hrs / 6 days
20 and up	56 hrs / 7 days

This earned time, in its entirety, is granted to employees in January of each year and must be used by the end of each calendar year.

Use of PTO

PTO may be used for any purpose, including vacation, sick, or personal reasons. PTO must be taken in minimum increments of four (4) hours. If the use of PTO is foreseeable, the employee must give the Park

District fourteen days' notice (or as much notice as is reasonably possible) in accordance with the usual procedure for requesting a leave of absence. Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the employee is expected to notify the District as soon as practicable and, absent unusual circumstances, in accordance with the District's normal leave procedures. Employees may text or email a supervisor regarding an absence, but should leave a call back number where they can be reached for confirmation/clarification.

While the Park District will make every effort to provide employees with requested time off, no request for PTO will be approved when the effect would be to leave an office or department without adequate personnel to perform the required services during any working period. When the absence of multiple employees during the same period of time would jeopardize operations, the employee who first requested the time off will typically be given priority. If employees requested time off at approximately the same time, the employee with seniority will typically be given priority.

An employee who resigns from employment with the Park District may not use PTO day(s) during their final two (2) weeks of employment, without the express permission of the Executive Director.

PTO Pay

PTO will be paid at the employee's base rate at the time the leave is taken. PTO does not include any special forms of compensation such as incentives, commissions, or bonuses.

Accumulation of PTO

PTO hours may not be carried over from one calendar year to the next. Any unused time at the end of the calendar year will be forfeited. Any accumulated and unused PTO at the time of termination/separation from employment will be paid with the employee's final pay.

5.3.7 Funeral Leave

A regular full-time employee shall be granted up to three (3) days of paid leave, ~~where necessary~~, to make funeral arrangements and attend visitation and/or funeral services in the event of the death of an "immediate family member", which would include a spouse, **domestic partner**, parent, **step-parent**, legal guardian, grandparent, child, **step-child**, sister, brother, parent-in-law, brother-in-law, sister-in-law, aunt, uncle, or grandchild.

Additional paid or unpaid time or leave for persons not covered in the definition of "immediate family member" may be allowed in some circumstance, at the discretion of the Executive Director.

~~In addition, all employees who have worked for at least 12 months and 1250 hours, are eligible for a seven unpaid leave days provided by the Park District; in the event of the death of a covered family member. Thus, regular full-time employees are eligible for three days paid and seven days unpaid while other employees are eligible for 10 days unpaid. In the event of the death of more than one covered family member in a 12-month period, an employee is entitled to up to six (6) weeks of bereavement leave during that period. (Up to three days will be paid pursuant to this policy for regular full-time employees). Employees may use any accrued, unused paid time off to run concurrently with this time. Employees must complete time off under this policy within 60 days of learning of the need for leave.~~

~~Employees may use this time to attend the funeral or alternative to a funeral of a covered family member; make arrangements necessitated by the death of the covered family member, and/or grieve the death of~~

~~the covered family member. This time may also be used for absences from work due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party; (iv) a failed surrogacy agreement; (v) a diagnosis that negatively impacts pregnancy or fertility; or (vi) a stillbirth.~~

All employees who have worked for at least 12 months and 1250 are also eligible for bereavement leave in accordance with the Illinois Family Bereavement Leave Act. All eligible full-time employees are allowed up to a maximum of two weeks (10 workdays) of unpaid family bereavement leave for covered family members. In the event of the death of more than one covered family member in a 12-month period, an employee may take up to a total of six weeks of bereavement leave during the 12-month period.

Family bereavement leave is available for the following reasons: (1) attend the funeral or alternative to a funeral of a covered family member; (2) make arrangements necessitated by the death of a covered family member; (3) grieve the death of a covered family member; or (4) be absent from work due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is not finalized because another party contests it; (iv) a failed surrogacy agreement; (v) a diagnosis that negatively impacts pregnancy or fertility; or (vi) a stillbirth. . "Covered family member" means an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent.

~~In the event that an employee is entitled to paid funeral leave, such leave will be paid at the employee's base rate at the time the leave is taken. Pay under this policy is not included in overtime calculations and does not include any special forms of compensation such as incentives, commissions, or bonuses.~~

The District may require any employee seeking leave under this policy to verify the death of the immediate family member, the employee's relationship to the immediate family member, and/or the employee's attendance at the funeral or memorial service.

5.3.8 Child ~~Extended~~ Bereavement Leave

~~Regular, full-time employees, who have been employed for at least two weeks and have lost a child due to homicide or suicide, are eligible for up to six weeks of bereavement leave. Three days will be paid as detailed in the section regarding family member bereavement leave and the remaining time will be unpaid.~~

~~Employees may take leave in one continuous period or intermittently in increments of no less than four (4) hours. Leave must be taken within one (1) year after the employee notifies the Park District of the loss. This six weeks of leave is the maximum amount of leave an employee may take for the loss of their child due to homicide or suicide. Accordingly, the employee may not seek additional bereavement leave as provided in the section regarding family member bereavement leave.~~

The employee must provide the District reasonable advance notice of the employee's intention to take leave, unless providing such notice is not reasonable and practicable. The employee must also provide reasonable documentation which may include a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. An employer may require that the documentation include the cause of death.

~~An employee who has been employed by the Park District for at least 12 months and worked at least 1,250 hours in the last 12 months and who suffers the loss of a child may take up to two (2) weeks of unpaid leave for any or all of the following purposes:—~~

- ~~• To attend the funeral or alternative to a funeral of the child;~~
- ~~• To make arrangements necessitated by the death of the employee's child; or~~
- ~~• To grieve the death of the employee's child.~~

~~For purposes of this policy, "child" means an employee's son or daughter who is a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis.~~

~~Leave under this policy is only available to employees who have not exhausted their FMLA leave entitlement at the time the bereavement leave is requested. In the event of the death of more than one child in a 12-month period, an employee may take up to a total of six (6) weeks of bereavement leave during the 12-month period. Bereavement leave must be completed within 60 days of the date on which the employee received notice of the death of their child.~~

~~An employee requesting leave under this policy generally must provide the organization with at least 48 hours' advance notice of the intention to take bereavement leave, unless providing such notice is not reasonable and practicable under the circumstances.~~

~~The Park District may require reasonable documentation in connection with leave taken under this policy.~~

~~Nothing in either bereavement policy detailed above shall permit an employee to exceed the amount of leave available under the Family and Medical Leave Act. When returning from bereavement leave, employees are entitled to the position they held when the leave began. If that position has been filled or is no longer available, returning employees are entitled to an equivalent position with equivalent pay, benefits, and responsibilities.~~

5.3.9 Jury Duty Leave

The Park District encourages employees to fulfill their civic duty by serving on a jury and will grant an employee the necessary time off. Full-time employees will be paid their regularly scheduled pay for up to three (3) days of jury duty, assuming the employee endorses the check the employee receives for jury duty service over to the Park District. If jury duty lasts longer than 3 days, an employee may use accrued vacation or personal time or take the time off without pay.

Jury duty leave will be paid at the employee's base rate at the time the leave is taken. Pay under this policy is not included in overtime calculations and does not include any special forms of compensation such as incentives, commissions, or bonuses.

It is the employee's responsibility to notify their supervisor as soon as possible after receiving the summons for jury duty. When not called to jury duty or where jury duty does not require a full day, employees must report to work. Employees who are "on call" for jury duty must report to work if not required to serve that day. Employees requesting and/or returning from jury duty leave will be required to provide verification of service.

USE OF DISTRICT FACILITIES, EQUIPMENT, AND RECREATION PROGRAMS

6.1 Facilities

Upon presentation of an identification card, regular full-time employees, their spouses and dependents (i.e., those dependents who are eligible to participate in the Park District's health insurance benefits) receive complimentary use of the Rice Pool and Water Park, Northside Family Aquatic Center, Miniature Golf at Clock Tower Commons, Parks Plus Fitness Center, entrance to Cosley Zoo, and golf at Arrowhead Golf Club subject to the provisions of Section 6.3 of this Manual.

Upon presentation of an identification card, part-time employees who worked at least 1,000 hours in the prior calendar year receive complimentary use of the Parks Plus Fitness Center, Rice Pool & Water Park, Northside Family Aquatic Center, Miniature Golf at Clock Tower Commons, entrance to Cosley Zoo, and golf at Arrowhead Golf Club subject to certain limitations and the provisions of Section 6.3 of this Manual.

Each year, complimentary swimming, golf, Cosley entrance tickets, and Parks Plus Fitness Center coupons will be issued to active part-time employees who worked less than 1,000 hours in the prior calendar year. This coupon entitles such employees admittance to Parks Plus Fitness Center, Rice Pool & Water Park, Northside Family Aquatic Center, Miniature Golf at Clock Tower Commons, Cosley Zoo, and specific privileges at Arrowhead Golf Club on a coupon-by-coupon basis.

Complimentary privileges may be revoked at the sole discretion of the Park District for any reason, including without limitation, due to misuse. Such privileges will also be immediately revoked upon termination of employment. Employees wishing to use other Park District facilities may do so at the prevailing resident rate.

6.2 Recreation Programs

All employees are encouraged to participate in recreation programs offered by the Park District; however, employees are required to pay the prevailing resident fees/rates for participation in such recreation programs.

6.3 Restaurant and Golf Privileges

Employees receive 50% off the retail value of food and non-alcoholic beverages at the Arrowhead Restaurant, when working. Personnel based at Arrowhead Golf Club may receive free fountain drink beverages, coffee, and tea when working.

Employees working in the Arrowhead Golf Club pro shop, are required to wear "Wheaton Park District" logo items and/or approved Arrowhead golf supplier logo wear. All full-time Park District pro shop staff shall receive three Arrowhead logo shirts per year at no cost. In addition, all Park District employees may purchase pro shop clothing at cost plus 10%.

Park District full-time staff, their spouses, and dependents (which includes those eligible to receive health insurance benefits under the District's policy), part-time golf operations staff, and year-round part-time Park District staff with three (3) or more years of Park District employment are allowed to make reservations and golf at no cost Monday through Thursday and on Saturday and Sunday after 2 pm. These individuals may not make tee times at any time on a Friday or on weekends/holidays before 2:00 pm. Golf during those times is on a standby basis only. Employees should never play during these times if a paying

customer is waiting. That means that an employee who is waiting to play can be bumped from a group by a paying customer. This policy does not apply to professional golf staff.

LEAVES OF ABSENCE

Please note that while employees are on any type of leave of absence, they are not to do any work. This applies to all employees and all types of work. The only exception is if the employee or the employee's supervisor needs to touch base briefly about a work-related matter. However, any such communications should be brief and only in cases where communication is absolutely necessary.

7.1 Paid Medical Leave

Regular full-time employees with at least one (1) year of continuous service immediately preceding the start of a medical condition may be eligible for District-paid medical leave of up to thirty (30) calendar days. During any approved paid ~~disability~~ medical leave, the employee will receive their full salary for up to thirty (30) calendar days. The medical leave must be taken in a continuous block of time. Please note that only the employee's normal regular work days will be paid during this period.

Eligible employees are required to exhaust "current year" and unused accumulated sick leave (excluding any unused accumulated sick leave documented solely for IMRF purposes), unused accumulated vacation days, and unused accumulated personal days before qualifying for such paid ~~disability~~ medical leave. Employees absent from work due to a workers' compensation injury or illness are not eligible for District-paid medical leave, but rather, will be compensated in accordance with the District's Workers' Compensation policy.

Employees are required to request paid medical leave at least thirty (30) days before the leave is to begin, if the need for leave is foreseeable. If the need for leave is not foreseeable, the employee is required to submit their request as soon as practicable. An employee who requests such leave may be required to submit a note from the employee's physician confirming the need for medical leave. The Executive Director may also require the employee to have an independent examination by a physician selected and paid for by the Park District.

An employee who has been granted District-paid medical leave shall not become eligible for subsequent District-paid medical leave unless and until such employee has returned to regular full-time service for at least three (3) continuous calendar years immediately preceding the start of any subsequent ~~use of medical leave.~~ ~~disability.~~

Medical leave will be paid at the employee's base rate at the time the leave is taken. Medical leave is not included in overtime calculations and does not include any special forms of compensation such as incentives, commissions, or bonuses.

An employee who fails to return from District-paid medical leave for any reason unrelated to the continuation, recurrence, or onset of the medical condition, may be required to repay the District an amount equal to the medical leave pay received. The Executive Director, in their sole discretion, may waive the repayment requirement.

7.2 Family and Medical Leave of Absence

This policy contains information consistent with and in addition to the information contained in the “Employee Rights and Responsibilities” (found at the back of this Manual) and is meant to provide additional information about the District’s specific policies and procedures under the Family and Medical Leave Act. In the event of any conflict between the “Employee Rights and Responsibilities” and this policy, the “Employee Rights and Responsibilities” will prevail.

Basic Leave Entitlement: Employees may be eligible to take up to 12 weeks of unpaid family/medical leave within a 12-month period and be restored to the same or an equivalent position upon return provided that the employee has worked for the District for at least 12 months AND worked at least 1,250 hours in the last 12 months AND **work at a location that has at least 50 employees** ~~are~~ employed by the District within 75 miles of the employee’s work location.

The 12-month period in which the 12-week leave entitlement occurs shall be a rolling 12-month period measured backward from the date an employee uses any leave under FMLA. Thus, each time an employee takes FMLA leave, the remaining leave entitlement would be any balance of the 12 weeks which has not been used during the immediately preceding 12 months.

Reasons for Leave: If an employee is eligible, the employee may take family/medical leave for any of the following reasons: (1) the birth of a child and in order to care for such child; (2) the placement of a child with the employee for adoption or foster care; (3) to care for a spouse, son, daughter or parent (“covered family member”) with a serious health condition; ~~or~~ (4) because of the employee’s own serious health condition which renders the employee unable to perform the functions of the employee’s position or because of any qualifying emergency arising out of the fact that their spouse, child, or parent is under a call or order to active duty or has been notified of an impending call or order to active duty in the Armed Forces in support of a contingency operation.

Leave because of reasons one and two above must be completed within the 12-month period beginning on the date of birth or placement. In addition, spouses employed by the District who request leave because of reasons one or two or to care for an ill parent may only take a combined aggregate total of 12 weeks leave for such purposes during any 12-month period.

Designation of Leave: Please note that use of FMLA leave is not discretionary. If you qualify for and take leave for an FMLA-qualifying reason, the District will require you to use and will designate such leave as FMLA.

Military Family Leave Entitlement: If an employee is eligible, the employee may use the 12-week FMLA entitlement to take military family leave. This leave may be used to address certain qualifying exigencies related to the covered active duty or call to covered active duty of a spouse, son, daughter or parent. Qualifying exigencies may include: (1) attending certain military events; (2) arranging for alternative childcare; (3) addressing certain financial and legal arrangements; (4) attending certain counseling sessions; (5) addressing issues related to short-notice deployment; (6) spending time with a covered family member who is resting and recuperating; (7) attending post-deployment briefings; and (8) for certain activities relating to the care of the military member’s parent who is incapable of self-care where those activities arise from the military member’s covered active duty.

An employee may also be eligible for up to 26 weeks of leave to care for a covered servicemember during a single 12-month period. This single 12-month period begins with the first day the employee takes the leave. A covered servicemember includes: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred in the line of duty on active duty that may render the servicemember medically unfit to perform their duties for which the servicemember is undergoing medical treatment, recuperation, or therapy, or is in outpatient status; or (2) is on the temporary disability retired list; or (3) a covered veteran, meaning one who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and: (i) was a member of the Armed Forces (including a member of the National Guard or Reserves); (ii) was discharged or released under conditions other than dishonorable; and (iii) was discharged within the five-year period before the eligible employee first takes FMLA military caregiver leave to care for the veteran.

Improper Use of FMLA: Employees may not be granted an FMLA leave to gain employment or work elsewhere, including self-employment. If an employee misrepresents facts in order to be granted an FMLA leave, the employee may be subject to immediate termination.

Notice of Leave: If the FMLA is foreseeable, the employee must give the District at least 30 days' notice in accordance with the usual procedure for requesting a leave of absence. Failure to provide such notice may be grounds for delay of the leave. Where the need for leave is not foreseeable, the employee is expected to notify the District as soon as practicable and, absent unusual circumstances, in accordance with the District's normal leave procedures as detailed in the Attendance Policy.

Medical Certification—Leave for Employee's Own or a Covered Family Member's Serious Health Condition: If the employee is requesting leave because of the employee's own or a family member's serious health condition, the employee and the relevant health care provider must supply appropriate medical certification. The medical certification must be provided within 15 days after it is requested, or as soon as reasonably possible under the circumstances. Failure to provide requested medical certification in a timely manner may result in denial of leave until it is provided. The District, at its expense, may require an examination by a second health care provider designated by the District, if it reasonably doubts the medical certification initially provided. If the second health care provider's opinion conflicts with the original medical certification, the District, at its expense, may require a third, mutually agreeable health care provider to conduct an examination and provide a final and binding opinion. The District may also require medical recertification periodically during the leave and employees may be required to present a fitness for duty verification upon their return to work following a leave for the employee's own illness specifying that the employee is fit to perform the essential functions of the job.

Certification for a Qualifying Exigency: If the employee is requesting leave because of a qualifying exigency arising out of a covered family member's active duty or call to active duty, the employee must supply a copy of the covered military family member's active duty orders or other documentation issued by the military indicating that the covered military member is on active duty or called to active duty (including the dates of the active duty service). The District may also request additional information pertaining to the leave.

Certification for Servicemember Family Leave: If an employee is requesting leave because of the need to care for a covered servicemember with a serious injury or illness, the District may require the employee to supply certification completed by an authorized health care provider of the covered servicemember. In addition, the District may also request additional information pertaining to the leave.

Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave: If an employee is requesting leave because of the need to care for a covered veteran with a serious injury or illness, the District may require the employee to supply certification completed by an authorized health care provider of the covered veteran. In addition, the District may request additional information pertaining to the leave.

Substitution of Paid Leave: FMLA is unpaid leave. If you request leave for any FMLA covered reason, you shall be required to exhaust any remaining applicable sick, vacation, personal, PTO, and any other paid time off, in the order specified. The exhaustion of such paid leave runs concurrently to FMLA leave and does not extend the leave period. In addition, if you are eligible for any additional paid leaves, such as disability or workers' compensation, these leaves will also run concurrently with FMLA (where appropriate) and will not extend the leave period. When using paid leave in conjunction with FMLA, employees must comply with the requirements of the applicable paid leave policy.

Benefits during Leave: During an approved FMLA leave, the District will maintain your health benefits as if you continued to be actively employed, but the employee must continue to pay their share of the premium. If paid leave is substituted for unpaid FMLA leave, the District will deduct your portion of the health plan premium as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your group health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the District for the cost of the premiums paid by the District for maintaining coverage during your unpaid leave, unless your failure to return is due to: (1) the continuation, recurrence, or onset of a serious health condition of yours or your family member, or a serious injury or illness of a covered servicemember, which would entitle you to FMLA leave, or (2) other circumstances beyond your control. An employee on an unpaid leave of absence of thirty (30) or more days shall cease to accrue any further vacation time during such absence and the employee's upcoming vacation entitlement shall be pro-rated for the year. Also, during the unpaid portions of FMLA leave, the employee will not receive pay for holidays. Employment benefits accrued by the employee up to the day on which the unpaid FMLA leave begins will not be lost.

Intermittent Leave: Leave due to a serious health condition, to care for a servicemember with a serious injury or illness, or because of a qualifying exigency may be taken intermittently (in separate blocks of time due to a single covered health condition) or on a reduced leave schedule (reducing the usual number of hours an employee works per workweek or workday) if necessary. When the leave is needed for planned medical treatment, employees must attempt to schedule treatment so as not to unduly disrupt the District's operations. If leave is unpaid, the District will reduce the employee's salary based on the amount of time actually worked. In addition, while the employee is on an intermittent or reduced scheduled leave, the District may temporarily transfer the employee to an available alternate position which better accommodates the recurring leave and which has equivalent pay and benefits. A fitness for duty certification may be required to return from an intermittent absence if reasonable safety concerns exist concerning the employee's ability to perform job duties.

Job Restoration: If the employee wishes to return to work at the expiration of the approved FMLA leave, the employee is entitled to return to the same position or to an equivalent position with equal pay, benefits, and other terms and conditions of employment. If the employee takes leave because of the employee's own serious health condition, the employee may be required to provide medical certification that the employee

is fit to perform the essential functions of the job. Employees failing to provide the certification will not be permitted to resume work until it is provided.

7.3 General Leave of Absence

Occasionally, ~~when an employee does not qualify for or has exhausted other available leaves, for personal or other reasons~~, an employee may need to apply for an unpaid general leave of absence when the employee does not qualify for a leave under another of the District's leave policies. This leave of absence is typically granted for a maximum of up to 30 calendar days. A request for more than 30 days will be approved on a case-by-case basis by the Executive Director ~~in accordance with applicable law~~.

An employee must apply in writing for this leave of absence and submit their request to the Human Resources Department. Requests for leave should be made at least 120 calendar days prior to the start of the leave, or if that is not possible, as soon as feasible. The request should set forth the reason for the leave, the date on which you wish the leave to begin, the date on which you will return to active employment with the District, and any documentation supporting your need for leave. In cases of leave due to medical reasons, an employee will need to provide a doctor's note, specifying, among other things, the reason for leave and anticipated amount of leave needed. The granting of a leave of absence, and the terms and conditions surrounding the leave of absence, are at the sole discretion of the Executive Director.

Approval of a general leave will typically be based on the operational requirements of the organization, availability of temporary substitute employees, the work and value of the employee, and the reason for the request. A leave of absence will not be granted to allow an employee time off to seek employment elsewhere, to work for another employer, to contract/consult for another employer, or become self-employed.

While the District will make every effort to reinstate the employee to their previous position, there are no guarantees. Failure to return from a leave of absence at the time agreed upon will normally result in immediate termination of employment. Requests for an extension of a general leave of absence should be submitted in writing to the Human Resource Department.

7.4 Sabbatical Leave

Regular full-time employees may request unpaid sabbatical leave (not to exceed one year) to engage in a course of study or research which will benefit the Park District. Such a leave must be approved in writing by the Executive Director. For more information on applying for a leave, and the terms and conditions relating to extended leaves, see the General Leave of Absence policy.

7.5 Military Leave

Leaves of absence for Military or Reserve duty are granted to all employees of the District. Employees called to active Military duty or to Reserve or National Guard training, or volunteering for the same, should submit copies of their Military orders to their supervisor as soon as is practicable. Employees will be granted a Military leave of absence for the period of Military service in accordance with applicable Federal and State laws. Employees who are reservists or members of the National Guard are granted time off for required Military training. This leave of absence includes time off for: (i) service in a federally recognized auxiliary of the U.S. Armed Forces when performing official duties in support of military or civilian

authorities as the result of an emergency; (ii) service covered in the Illinois State Guard as defined by the Illinois State Guard Act; and (iii) a period for which an employee is absent from a position of employment for the purpose of medical or dental treatment for a condition, illness, or injury sustained or aggravated during a period of active service in which treatment is paid by the United States Department of Defense Military Health System.

An employee's eligibility for reinstatement after the completion of military leave, benefit continuation/eligibility, and payment for such leave is determined in accordance with applicable Federal and State laws. Employees may elect, but are not required, to use any vacation, personal, or PTO time entitlement for any portion of the absence that may be unpaid. Training leaves will not normally exceed two weeks per year, plus reasonable travel time.

7.6 Victims' Economic Security and Safety Act Policy

All employees, both full and part-time, are eligible for unpaid victims' economic and security and safety (VESSA) leave for up to 12 weeks in a 12-month period for any one or more of the following reasons:

- Seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic, sexual, ~~or~~ gender, **or any other crime of violence** to the employee or the employee's family or household member;
- Obtaining services from a victim services organization for the employee or the employee's family or household member;
- Obtaining psychological or other counseling for the employee or the employee's family or household member;
- Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic, sexual, ~~or~~ gender, **or any other crime of violence** or ensuring economic security; and/or
- Seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil or criminal legal proceeding related to or derived from domestic, sexual, ~~or~~ gender, **or any other crime of violence**.

Eligible employees may use up to two workweeks (10 days) of unpaid VESSA leave for any one or more of the following reasons:

- A. Attending the funeral or alternative to funeral or wake of a family or household member who is killed in a crime of violence;
- B. Making arrangements necessitated by the death of a family or household member who is killed in a crime of violence; or
- C. Grieving the death of a family or household member who is killed in a crime of violence.

Leave for these reasons must be completed within 60 days after the employee receives notice of the death of the victim.

Definitions

- "12-Month Period" - means a rolling 12-month period measured forward from the date leave is taken and continuous with each additional leave day taken.
- "Family or Household Member" - ~~means a spouse, parent, son, daughter, other person related by blood or by present or prior marriage, other person who shares a relationship through a son or daughter, and persons jointly residing in the same household.~~ means a spouse or party to a civil union, parent, grandparent, child, grandchild, sibling, or any other person related by blood or by present or prior marriage or civil union, other person who shares a relationship through a child, or any other individual whose close association with the employee is the equivalent of a family relationship as determined by the employee, and persons jointly residing in the same household.
- "Parent"- means the biological parent of an employee or an individual who stood in loco parentis to an employee when the employee was a child.
- "Son or Daughter" - means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age, or is 18 years of age or older and incapable of self-care because of a mental or physical disability.
- "Domestic, Sexual, or Gender Violence" - means domestic violence, sexual assault, gender violence, or stalking.
- "Crime of Violence"- means any conduct proscribed by Articles 9, 11, 12, 26.5, 29D, and 33A of the Criminal Code of 2012 or a similar provision of the Criminal Code of 1961, in addition to certain conduct proscribed by the Articles of the Criminal Code of 2012. This can include sex offenses, assault, harassment and obscene communications, armed violence, and other crimes.

Intermittent or Reduced Leave

An employee may take leave intermittently (a few days or a few hours at a time) or on a reduced leave schedule.

Substitution of Time Off

An employee may elect to substitute accrued paid vacation, sick, personal time, PTO, or any other applicable paid time off for any part of VESSA leave. Such substitution will not extend the employee's total allotment of time off under this policy (time will run concurrently).

Notice Requirement

An employee is required to give 48 hours' notice to the District in the event of foreseeable leave. In unexpected or unforeseeable situations, an employee should provide as much notice as is practicable, usually verbal notice within one or two business days of when the need for leave becomes known.

Certification

- For leaves taken pursuant to this policy, the employee may be required to submit a certification demonstrating the need for the leave. The certification must be provided by the employee as soon as reasonably possible, but in most cases, within 15 days after requested.
- The certification requirement may be satisfied by the submission of a sworn statement from the employee and one of the following:
 - Documentation from a victim services organization, attorney, clergy, or medical or other professional from whom the employee or the family/household member has sought assistance from in addressing domestic, sexual, ~~or~~ gender **or any other crime of violence** and/or its effects;
 - A death certificate, published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency documenting that a victim was killed in a crime of violence;
 - A police or court record; or
 - Other corroborating evidence.
- All documentation related to the employee's need for the leave pursuant to this policy will be held in strict confidence and will only be disclosed as required/permitted by law.

Effect on Benefits

During an approved VESSA leave, the District will maintain your health benefits, as if you continued to be actively employed. If paid leave is substituted for unpaid VESSA leave, the District will deduct your portion of the health plan premium as a regular payroll deduction. If your leave is unpaid, you must pay your portion of the premium during the leave. Your group health care coverage may cease if your premium payment is more than 30 days late. If you do not return to work at the end of the leave period, you may be required to reimburse the District for the cost of the premiums paid by the District for maintaining coverage during your unpaid leave, unless you cannot return to work because of the continuation, recurrence, or onset of domestic, sexual, ~~or~~ gender **or any other crime of violence** or other circumstances beyond your control.

When your need for the leave also qualifies as family/medical leave pursuant to the Family and Medical Leave Act (FMLA) or the Family Bereavement Leave Act (FBLA) the FMLA and FBLA leaves will run concurrently with leave taken pursuant to this policy, such that the total amount of unpaid leave for which an employee will be eligible in one year is 12 weeks.

If the employee is not entitled to leave under the Family Bereavement Leave Act, leave under VESSA for reasons A-C above will be deducted from, and is not in addition to, the total amount of leave time to which an employee is entitled under VESSA.

Job Protection

If you wish to return to work at the expiration of your leave, you are entitled to return to your same position or to an equivalent position with equal pay, benefits and other terms and conditions of employment. If you take leave because of your own medical condition, you are required to provide medical certification that you are fit to resume work. You may obtain Return to Work Medical Certification forms from the Human Resource Department. Employees failing to provide the Return to Work Medical Certification form will not be permitted to resume work until it is provided.

Reasonable Accommodations

The District supports VESSA and will attempt to provide reasonable accommodations for qualified individuals who are entitled to protection under this Act in a timely fashion, unless such accommodation would present an undue hardship for the District.

Reasonable accommodation applies to applicants and employees and may include adjustment to a job structure, workplace facility, or work requirement, transfer, reassignment, or modified schedule, leave, a changed telephone number or seating assignment, installation of a lock, implementation of a safety procedure or assistance in documenting domestic, sexual, ~~or~~ gender **or any other crime of violence** that occurs at the workplace or in work-related settings, in response to actual or threatened domestic, sexual, ~~or~~ gender **or any other crime of violence**.

A qualified individual under this Act is an individual who, but for being a victim of domestic, sexual, ~~or~~ gender **or any other crime of violence** or with a family or household member who is a victim of domestic, sexual, ~~or~~ gender **or any other crime of violence**, can perform the essential functions of the employment position that such individual holds or desires.

Should you wish to request a reasonable accommodation pursuant to this policy, please contact Human Resources.

All information provided to the District pursuant to this policy, including a statement of the employee or any other documentation, record, or corroborating evidence, and the fact that the employee has requested or obtained an accommodation pursuant to this Section shall be retained in the strictest confidence by the District, except to the extent that disclosure is (1) requested or consented to in writing by the employee; or (2) otherwise required by applicable federal or State law.

COMPLAINT PROCEDURE

8.1 Open Door Communications/Problem Solving Procedure

The Park District is committed to providing the best possible working conditions for its employees. Part of this commitment is encouraging an open and frank atmosphere in which employees feel free to share any problem, complaint, suggestion, or question. The District believes that open and direct communications

will result in better working conditions for everyone and will do its best to timely and effectively respond to all employee concerns.

If an employee has a problem, complaint, suggestion, or question, the following procedure should be utilized:

Step One: The employee should discuss the situation with their supervisor as soon as possible. The employee should give the supervisor an opportunity to investigate and then get back to the employee.

Step Two: If the employee is not satisfied with the supervisor's response or feels the problem is not resolved, the employee may present the problem in writing to their Department Head, and, again, as soon as possible. The employee should give the Department Head an opportunity to reconsider the situation and get back to the employee.

Step Three: If the employee is still not satisfied that the problem is resolved, the employee may present the problem to the Executive Director, or their designee. As before, this should be done in writing as soon as possible. The Executive Director, or designee, will consider the situation and get back to the employee.

~~The Executive Director's, or their designee's, decision will be final.~~

ENDING EMPLOYMENT

9.1 Separation of Employment

As mentioned elsewhere in this Manual, all employment relationships with the District are on an at-will basis. Thus, although the District hopes that its relationships with employees are long-term and mutually rewarding, the District and the employee both reserve the right to terminate the employment relationship at any time and for any reason.

Employees desiring to terminate their employment relationship with the District in good standing are encouraged to notify their supervisor at least two weeks (four weeks is preferable) in advance of their intended termination. Such notice should be given in writing to the employee's supervisor. Proper notice generally allows the District sufficient time to calculate all accrued overtime (if applicable) as well as other monies to which the employee may be entitled and to include such monies in the final paycheck.

Exit interviews are normally scheduled for outgoing employees after the notice of intent to terminate is received. The purpose of this interview is to review eligibility for benefit continuation and conversion, to ensure that all necessary forms are completed, and to provide employees with an opportunity to discuss their job-related experiences. Thereafter, the supervisor shall collect all District property that may be in the employee's possession (uniforms, keys, tools, laptops, cell phone, etc.).

Employees who terminate their employment relationship in good standing with the District are welcome to reapply for employment with the District in the future.

EMPLOYEE CONDUCT

10.1 Non-Discrimination and Anti-Harassment Policy

The Park District is committed to maintaining a work environment that is free of all forms of discrimination and harassment, including sexual harassment, which are all illegal under the Illinois Human Rights Act (IHRA) and Title VII of the U.S. Civil Rights Act of 1964 (Title VII). In keeping with this commitment, the organization will not tolerate discrimination against or harassment by anyone, including any supervisor, employee, vendor, customer, contractor, or other regular visitor of the Park District. Violation of this policy shall be considered grounds for disciplinary action up to and including termination.

Discrimination

Discrimination consists of employment actions taken against an individual based on an actual or perceived characteristic protected by law, such as sex, race, (and traits associated with race, including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, age, disability, marital status, sexual orientation, gender identity, pregnancy (including childbirth, breastfeeding and pregnancy-related medical conditions), military or veteran status, genetic information, order of protection status, or any other category protected by applicable law. In other words, discrimination occurs when an individual is treated differently or unequally because the individual is a customer of or a perceived customer of a protected group.

Harassment

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's actual or perceived protected status such as race, (and traits associated with race, including but not limited to hair texture and protective hairstyles), color, ancestry, national origin, citizenship status, work authorization status, religion, sex, pregnancy (including childbirth, breastfeeding and pregnancy-related medical conditions), sexual orientation, gender identity, age, disability, marital status, military or veteran status, genetic information, order of protection status, or any other category protected by applicable law. The Park District will not tolerate harassing conduct that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile or offensive working environment.

The conduct forbidden by this policy specifically includes, but is not limited to: (a) epithets, slurs, negative stereotypes or intimidating acts that are based on a person's protected status; and (b) written or graphic material circulated within or posted within the workplace that shows hostility toward a person because of his or her protected status.

Sexual Harassment

Sexual harassment, as defined by the IHRA, consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;

2. Submission to or refusal to engage in such conduct is used as the basis for any employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of interfering with job performance or creates an intimidating, hostile, or offensive work environment~~substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.~~

Sexual harassment, as defined above, may include, but is not limited to:

1. Uninvited sex-oriented verbal "kidding" or demeaning sexual innuendoes, leers, gestures, teasing, sexually explicit or obscene jokes, remarks or questions of a sexual nature;
2. Graphic or suggestive comments about an individual's dress or body;
3. Displaying sexually explicit objects, photographs, writings, or drawings;
4. Unwelcome touching, such as patting, pinching or constant brushing against another's body; or
5. Suggesting or demanding sexual involvement of another employee, whether or not such suggestion or demand is accompanied by implicit or explicit threats concerning one's employment status or similar personal concerns.

Even if two or more individuals are engaging in consensual conduct, such conduct could constitute harassment of or discrimination against another individual who witnesses or overhears the conduct.

Investigation Procedure

Everyone is responsible to help ensure that harassment and discrimination do not occur and are not tolerated. The Park District strongly urges the immediate reporting of discrimination or harassment, regardless of the offender's identity or position. An individual who believes that he or she has been subjected to sexual or other types of harassment or discrimination, or who has witnessed harassment or discrimination, should immediately submit a complaint to their supervisor, any other manager or supervisor, Human Resources, or the Executive Director. If a manager or supervisor receives a complaint of harassment or discrimination or becomes aware of such conduct, the complaint or conduct shall be immediately reported to the Human Resources Department and/or the Executive Director. The availability of this reporting procedure does not preclude individuals who believe they are being subjected to harassment or discrimination from promptly advising the offender that their conduct is unwelcome and requesting that it immediately cease.

The Park District, or its designee, shall promptly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include, but are not limited to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation.

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the Park District's legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

A substantiated complaint against an employee will subject the individual to disciplinary action, up to and including termination. The Park District will also take appropriate action to address a substantiated complaint of discrimination or harassment by a third party or non-employee. If an investigation results in a finding that the complainant falsely accused another of harassment or discrimination knowingly or in a malicious manner, the complainant will be subject to appropriate discipline, including the possibility of discharge.

Retaliation Prohibited

Reporting harassment or discrimination or participating in an investigation will not reflect adversely upon an individual's status or affect future employment or work opportunities. Any form of retaliation against an individual who reports harassment or discrimination or participates in an investigation is strictly prohibited by the Illinois Human Rights Act, the Illinois Whistleblower Act, Title VII of the Civil Rights Act of 1964, and Park District policy. Any employee who retaliates against another for exercising his or her rights under this policy shall be subject to discipline, up to and including termination. The Park District will also take appropriate action to address a third party or non-employee who engages in retaliation.

Resolution Outside the Park District

The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an individual has the right to contact the Illinois Department of Human Rights (IDHR) and/or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint. An IDHR or EEOC complaint must be filed within 300 days of the alleged incident(s) unless it is a continuing offense.

Contact Information:

Illinois Department of Human Rights (IDHR)

- Chicago: 312-814-6200 or 800-662-3942; TTY: 866-740-3953
- Springfield: 217-785-5100; TTY: 866-740-3953
- Marion: 618-993-7463; TTY: 866-740-3953

Illinois Human Rights Commission (IHRC)

- Chicago: 312-814-6269; TTY: 312-814-7460
- Springfield: 217-785-4350; TTY: 217-557-1500

United States Equal Employment Opportunity Commission (EEOC)

- Chicago: 800-669-4000; TTY: 800-869-8001

10.2 Disciplinary Action

As integral members of the District, employees are expected to accept certain responsibilities, adhere to acceptable business principles in matters of personal conduct, and exhibit a high degree of personal integrity. Employees are consequently encouraged to observe the highest standards of professionalism at all times.

The following is a list of behaviors that could result in disciplinary action up to and including termination. Be aware that this list is not intended to be “all inclusive,” and that other behaviors may, at the District’s discretion also result in disciplinary action up to and including termination. Establishment of these standards of conduct does not alter the employment at-will relationship. Employees should seek further clarification from their supervisor on issues related to conduct if they do not understand a particular rule or are uncertain regarding a particular behavior.

Evidence of the following actions may constitute sufficient reason for disciplinary action, including, without limitation, dismissing, demoting, suspending, or reprimanding an employee, depending on the circumstances:

- Acceptance of an unauthorized fee, gift, or other thing of value, for personal use, in the course of, or in connection with, work.
- Failure to perform work in a safe manner or to take steps to eliminate and/or report a safety hazard.
- Falsifying an employment application, time sheet, expense report, personnel or other documents, or records of the District.
- Misuse of District benefits.
- Unauthorized possession of District, resident, or employee property.
- Possession, distribution, or use of explosives or weapons on the District’s premises, in accordance with the Illinois Firearm Concealed Carry Act.
- Fighting and/or other disorderly conduct.
- Dishonesty, fraud, theft, or sabotage against the District or its employees.
- Threatening, intimidating, coercing, using abusive or vulgar language, or interfering with the performance of other employees of the District or residents.
- Insubordination or failure to perform reasonable duties which are assigned.
- Unauthorized, inappropriate, or negligent use of material, time, equipment, or property of the District.
- Damaging or destroying District or resident property through careless or willful acts.
- Performance that does not meet the requirements for the position, including inefficiency, incompetency, inattentiveness, or negligence in the performance of duties.
- Negligence in observing fire prevention and safety rules.
- Abuse or negligence of our security or confidential materials.
- Installing unauthorized or illegal copies of software on a District-owned computer.

- Repeated tardiness or absence; failure to report for work without a satisfactory reason; leaving work early without permission; abuse of leave privileges.
- Violation of the District’s policies, including, without limitation, the drug/alcohol policy.
- Failure to cooperate with District audits or investigations.
- Rudeness and other inappropriate or unprofessional behavior towards residents or District employees.
- Any behavior that results in an employee not performing their job, including sleeping on the job.
- Violations of local, state, or federal law.
- Engaging in such other practices as the District determines may be inconsistent with the ordinary and reasonable rules of conduct necessary to the welfare of the District, its employees, or residents.

10.3 Disciplinary Procedure

Should performance, work habits, conduct, or demeanor become unsatisfactory in the judgment of the Park District, based on violations either of the above or of any other of the District’s policies, rules, or regulations, an employee may be subject to disciplinary action as follows:

- | | |
|------------------|---|
| • First Offense | Verbal Warning |
| • Second Offense | Written Warning |
| • Third Offense | Disciplinary Suspension/Final Warning and/or Performance Improvement Plan |
| • Fourth Offense | Demotion/Reduction in Pay and/or Discharge |

Discipline may begin at any step, including immediate discharge (especially during the early stages of employment), dependent upon the severity of the incident. The progressive disciplinary steps and the failure to follow the steps in every situation does not in any way create a contractual right to continued employment.

Sometimes the Park District will find it necessary to investigate the infraction for which an employee may face discharge. In this case, the District may suspend the employee, with or without pay, pending the investigation. The objective of this suspension will be to determine if discharge is the proper decision. Following the investigation, if the District decides not to discharge the employee, the employee will be reinstated with or without back pay, depending on the circumstances.

10.4 Attendance and Punctuality Policy

Consistent attendance and punctuality contribute to the success of the District's business operations. Attendance problems disrupt operations, lower productivity, and create a burden on other employees. All employees of the District are expected to assume responsibility for their attendance and promptness.

Rules Concerning Attendance

- Any employee who plans to be out of the office, including arriving late or leaving early, should receive advance approval from their supervisor.
- If it is not feasible for an employee to make arrangements in advance for the time away from the office, the employee is required to contact their supervisor as soon as possible, and at least one (1) hour prior to the employee's normal starting time. If you cannot reach your immediate supervisor, contact your department head. Be prepared to explain the reason for the time away from the office and provide an expected date/time of return to work.
- Employees must personally contact the District on a daily basis during all absences, except those arranged in advance.
- The Park District may require that documentation substantiating the reason for the absence be furnished.
- In instances of absence due to an employee's health, the District reserves the right to require the employee to obtain a doctor's report explaining the condition and the doctor's restriction that the employee not work. Ordinarily any absence due to illness or injury over three consecutive days requires a report from the attending doctor. In addition, where deemed appropriate, the District may delay its decision as to the employee's physical fitness to return to work until a doctor's report is submitted. The District may require that additional documentation substantiating the reason for the absence be furnished.
- You must personally contact the District on a daily basis during all absences, except those arranged in advance with your supervisor and/or the District.
- In instances of absence due to your health, the District reserves the right to require you to obtain a doctor's note justifying your absence. Ordinarily, any absence due to illness over three consecutive days requires a report from the attending doctor. Where deemed appropriate, the Park District may delay its decision as to your physical fitness to return to work until a doctor's report is submitted.
- Excessive absenteeism or tardiness or repeated unexcused absenteeism or tardiness may result in disciplinary action up to and including termination of employment.
- Three (3) consecutive working days of absence without notice to the District typically constitutes job abandonment and results in termination of an employee as a voluntary separation. If the employee's absence is later determined excusable on conditions that rendered prior notice impossible, the charge of absence without leave may be changed to paid leave or unpaid leave as applicable.

10.5 Substance Abuse Policy

The Park District has a longstanding commitment to provide a safe and productive work environment. Alcohol and drugs in the workplace, including cannabis, pose a threat to the health and safety of employees and to the security of our equipment and facilities. For these reasons, the District is committed to the elimination of drug and/or alcohol use and abuse in the workplace.

Prohibited Activity

1. ~~Whenever employees are working, operating District vehicles, or present on District premises, they are prohibited from:~~
 - ~~• using, consuming, possessing, buying, selling, manufacturing, or dispensing illegal drugs, cannabis, or alcohol, except a moderate amount of alcohol may be consumed at approved District events, provided such consumption does not adversely affect an employee's behavior or judgment and, if the employee will drive a motor vehicle following the event, does not adversely affect the employee's ability to safely and legally drive the vehicle; and~~
 - ~~• being under the influence of alcohol, cannabis, or illegal drugs.~~

2. ~~This Policy does not prohibit employees from the lawful use and possession of prescribed medications, except that employees may not use or possess cannabis (even medical cannabis) on District premises, while operating a District vehicle, or while working. Employees are responsible for consulting with their doctors about a medication's effect on their ability to work safely, and promptly disclosing any restrictions to their supervisor. In the event an employee fails to report such restrictions and creates a safety threat, neither a physician's prescription nor other medical reason will be an acceptable excuse for being in violation of this policy. Employees should not, however, disclose underlying medical conditions unless specifically directed to do so.~~

The possession, consumption, purchase, sale, transfer, or distribution of alcohol on District premises is prohibited, ~~unless an exception is made by the District.~~ No employee shall be under the influence of alcohol while on District premises or while performing District business off premises ~~except a moderate amount of alcohol may be consumed at approved District events provided such consumption does not adversely affect an employee's behavior or judgment and, if the employee will drive a motor vehicle following the event, does not adversely affect the employee's ability to safely and legally drive the vehicle.~~ A violation of this moderate consumption rule will result in discipline up to and including termination of employment.

"Legal drugs" are: (1) drugs that are permitted under state or federal law, (2) obtained by an employee with a physician's prescription or over-the-counter, and (3) used for the purposes for which they were prescribed or sold. Employees are responsible for consulting with their doctors about a prescription medication's effect on their ability to work safely, and promptly disclose any restrictions to their supervisor. In the event an employee fails to report such restrictions and creates a safety threat, neither a physician's prescription nor other medical reason will be an acceptable excuse for being in violation of this policy. Employees should not, however, disclose underlying medical conditions unless specifically directed to so.

Employees using cannabis, medical or otherwise, must be aware of any potential effect such drugs may have on their judgment or ability to perform their duties and may not possess, use, or be under the influence of cannabis while performing their duties, while on District property, or while operating a District vehicle.

“Illegal drugs” are drugs or controlled substances that are: (1) not legally obtainable under federal or state law, or (2) legally obtainable under federal and state law, but not obtained and/or used in a lawful manner. The use, purchase, sale, transfer, possession, being under the influence, or the presence in one’s system of a detectable amount of an illegal drug by any employee is prohibited: (1) on District premises; (2) while operating a District vehicle; or (3) where the employee is performing District business off District premises.

Definitions

~~“Legal drugs” are: (1) drugs that are permitted under state or federal law, (2) obtained by an employee with a physician’s prescription or over the counter, and (3) used for the purposes for which they were prescribed or sold. Employees using cannabis must be aware of any potential effect such drugs may have on their judgment or ability to perform their duties and should not possess, use, or be under the influence of any cannabis while performing their duties, while on District property, or while operating vehicles for the District. Employees are responsible for consulting with their doctors about a prescription medication’s effect on their ability to work safely, and promptly disclose any restrictions to their supervisor. In the event an employee fails to report such restrictions and creates a safety threat, neither a physician’s prescription nor other medical reason will be an acceptable excuse for being in violation of this policy. Employees should not, however, disclose underlying medical conditions unless specifically directed to so.~~

~~“Illegal drugs” are drugs or controlled substances that are: (1) not legally obtainable under federal or state law, or (2) legally obtainable under federal and state law, but not obtained and/or used in a lawful manner. This definition includes, but is not limited to, cocaine, PCP, heroin, LSD, amphetamines, and barbiturates, but, for purposes of this policy only, does not include cannabis.~~

~~“Cannabis” includes, all forms of cannabis or marijuana, including both recreational and medical cannabis and marijuana.~~

~~“District Premises” includes, but is not limited to, all buildings, offices, facilities, grounds, parking lots, places and vehicles owned, leased or managed by the District.~~

~~“Refuse to Cooperate” means to obstruct the collection process, to submit an altered, adulterated or substitute sample, or to fail to promptly provide specimen(s) for testing when directed.~~

~~“Reasonable Suspicion or “Reasonably Suspects” means a good faith belief that an employee manifests specific, articulable symptoms while working that decrease or lessen the employee’s performance of the duties or tasks of the employee’s job position, including, without limitations, symptoms of the employee’s speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery, disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property, disruption of business operations, or carelessness that results in the injury to the employees or others.~~

~~“Under the Influence of Alcohol” means an alcohol concentration of .04 or more, or actions, appearance, speech or bodily odors which reasonably cause a supervisor to conclude that an employee is impaired because of alcohol use.~~

~~“Under the Influence of Cannabis” means actions, appearance, speech or bodily odors which reasonably cause a supervisor to conclude that an employee is impaired because of cannabis use, which may or may not be accompanied with a confirmed positive test result.~~

~~“Under the Influence of Illegal Drugs” means a confirmed positive test result for illegal drug use or actions, appearance, speech or bodily odors which reasonably cause a supervisor to conclude that an employee is impaired because of illegal drug use.~~

Testing for alcohol and drugs

The District will require a drug, cannabis, and/or alcohol test of any employee where there is a reasonable suspicion to believe that they may be using drugs, cannabis and/or alcohol on District premises or may be under the influence of drugs, cannabis, or alcohol while working, on District premises, or operating District vehicles. Involvement in an injury or accident at work or while performing District business may also be grounds for testing if a member of management has a reasonable belief that drugs, cannabis and/or alcohol may have contributed to the injury or accident. **“Reasonable suspicion” will be based on objective factors such as the employee's appearance, speech, behavior, or other conduct or facts that indicate the employee is under the influence of legal or illegal drugs, cannabis, alcohol, or any or all of the above.** Employees will be required to sign a consent and release form prior to drug or alcohol testing. Test results will be kept confidential to the extent possible and consistent with applicable law.

Employees who refuse to cooperate in required tests, test positive for alcohol, cannabis, or illegal drugs, or use, possess, buy, sell, manufacture or dispense alcohol, cannabis, or illegal drugs in violation of this policy (as discussed above) will be terminated. In addition, if an employee fails to report immediately to the testing location upon request, comply with any testing procedures (including attempting to substitute, dilute, or otherwise change specimens to be tested) and/or fails to provide specimens unless medically incapable, the employee will be considered as refusing to test and subject to discipline, up to and including termination.

The laboratory conducting the tests shall transmit positive drug test results to a doctor ("MRO"), retained by the District, who shall offer persons with positive results a reasonable opportunity to establish that their results are caused by lawful prescribed medicines or other lawful substances. (A medical cannabis prescription or a claim that cannabis was used “off duty” is not a defense to a reasonable suspicion test). Persons with positive test results may also ask the MRO to have their split specimen sent to another federally certified lab, to be tested at the employee's or applicant's own expense. Such requests must be made within three (3) working days of notice of test results. If the second lab fails to find any evidence of drug use in the split specimen, the employee or applicant will be treated as passing the test.

~~Employees who refuse to cooperate in required tests; test positive for alcohol, cannabis, or illegal drugs; are found to be under the influence of alcohol, cannabis, or illegal drugs; or use, possess, buy, sell, manufacture or dispense alcohol, cannabis, or illegal drugs in violation of this policy (as discussed above) will be terminated. In addition, if an employee fails to report immediately to the testing location upon request, comply with any testing procedures (including attempting to substitute, dilute, or otherwise change~~

specimens to be tested) and/or fails to provide specimens unless medically incapable, he or she will be considered as refusing to test and subject to discipline, up to and including termination.

Notification of Drug Conviction

Employees must notify the District of any criminal drug conviction **occurring in the workplace** no later than five days after such conviction. For purpose of this notice requirement, a conviction includes a finding of guilt, a no contest plea, and/or an imposition of sentence by any judicial body for any violation of a criminal statute involving the unlawful manufacture, distribution, sale, dispensation, possession, or use of any controlled substance or cannabis. Failure to notify your supervisor or Human Resources may subject the employee to disciplinary action, up to and including dismissal.

Employee Assistance Program

The District will assist and support employees who voluntarily seek help for alcohol or drug problems before they become subject to disciplinary action under this or other District policies. Employees who seek such assistance will be allowed to use accrued time off, placed on leaves of absence, where available, referred to treatment providers or otherwise accommodated as required by law. Such employees may be required to document that they are successfully following prescribed treatment and required to take and pass follow-up tests.

Confidentiality

~~Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations provided to the MRO shall be kept confidential and maintained in secure files separate from normal personnel files. Such records and information may be disclosed among managers and supervisors on a need to know basis and may be disclosed where relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee.~~

10.6 Smoking

No smoking of any kind will be permitted in District-owned or leased vehicles or on District premises, including within 15 feet of any entrance, exit, window, ventilation intake office or work area, restroom, conference or classroom, break room or cafeteria and/or other common area. This policy also applies to the use of smokeless tobacco and/or herbal products, **as well as e-cigarettes, e-cigars, e-pipes, e-hookahs, and vape pens** ~~as well as e-cigarettes and cannabis.~~

Smoking is only allowed during authorized break times and in authorized areas. This policy applies equally to all employees, residents, and visitors.

10.7 Personal Appearance

Work attire should complement an environment that reflects an efficient, orderly, and professionally operated organization. Employees are relied on to exercise common sense and good judgment regarding their clothing and appearance in the workplace and to dress in a manner that is consistent with the goals of this policy. Employees are expected to present a neat, clean, and well-groomed appearance and to dress

according to the requirements of their position, which may include concerns about safety/interactions with members/visitors, and accurately representing our organization's image to the public.

Unacceptable attire includes spandex or lycra clothing, flip-flops, tube tops, halter tops, shorts, lingerie-style tops, bare backs, bare midriffs or off the shoulder tops, beach wear, provocative attire (i.e. braless or micromini look), work out or athletic clothes, tennis shoes, cutoffs, and underwear worn as outerwear.

Employees who are assigned to attend District meetings or workshops should be particularly conscious of maintaining dress and grooming standards that present a more professional image than the day-to-day casual dress normally permitted.

Employees are also asked to consider others when wearing or maintaining in their work space any type of strong smelling substance, including but not limited to, perfumes, aftershaves, colognes, potpourri, or other such substances. Employees are expected to maintain appropriate hygiene standards while at work or performing District work.

Employees who have questions about the dress code should speak to their supervisor or Human Resources. An employee who reports for work in violation of this policy may be sent home (with or without pay) to correct the violation.

In the event that the dress and grooming requirements above conflict with a sincerely held religious belief, an accommodation will be considered, and an exception may be granted.

10.8 Ban on Certain Gifts and Rewards

In accordance with the State Officials and Employee Ethics Act, employees are prohibited from accepting substantial gifts or entertainment from persons doing business or seeking to do business with the District. For more information on this policy, please see Human Resources.

10.9 Confidentiality Policy

All employees must safeguard confidential information obtained as a result of working for the District. This confidential information includes, but is not necessarily limited to: personal resident information, technical information, systems information, processing, delivery systems, and in particular, any material identified by the District as “proprietary and confidential.”

Access to confidential information should be on a “need to know” basis and must be authorized by the Executive Director. Unauthorized use or disclosure of any confidential information will cause irreparable harm to the District. The District may seek all remedies available under the law for any threatened or actual unauthorized use or disclosure of confidential information. Any employee who is unsure about the confidentiality of any information should immediately seek the assistance of a supervisor prior to disclosing such information. All questions requiring an interpretation of the Freedom of Information Act will be referred to the Public Access Counselors office of the Attorney General.

Employees should use reasonable security measures with respect to confidential information, including but not limited to the following:

- Confidential information should not be disclosed to any third party except upon the District's prior written approval;
- Confidential information should not be removed from the worksite without managerial permission.
- No copies should be made of any confidential information except to promote the purposes of the employee's work for the District;
- Employees should not use confidential information for their own benefit, nor for the benefit of any third party, without the District's prior written approval.

All confidential information shall remain the sole property of the District, and all copies must be returned to the District upon termination of employment or upon demand at any other time.

Employees who improperly use or disclose confidential business information will be subject to disciplinary action, up to and including termination of employment, even if they do not actually benefit from the disclosed information.

10.10 Immunity from Liability for Confidential Disclosure of a Trade Secret to the Government or in a Court Filing Policy

In accordance with the Defense of Trade Secrets Act (DTSA): (1) An individual shall not be held criminally or civilly liable under any federal or state trade secret law for the disclosure of a trade secret that—(A) is made—(i) in confidence to a federal, state or local government official, either directly or indirectly, or to an attorney; and (ii) solely for the purpose of reporting or investigating a suspected violation of law; or (B) is made in a compliant or other document filed in a lawsuit or other proceeding, if such filing is made under seal, and (2) An individual who files a lawsuit for retaliation by an employer for reporting a suspected violation of law may disclose the trade secret to the attorney of the individual and use the trade secret information in the court proceeding, if the individual—(A) files any document containing the trade secret under seal; and (B) does not disclose the trade secret, except pursuant to court order.

10.11 Whistleblower Policy

A whistleblower, as defined by this policy, is an employee of the Park District who reports an activity that they consider to be illegal or dishonest to one or more of the parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of illegal or dishonest activities are violations of federal, state, or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact the Auditor, Executive Director, or in the event that individual is the subject of the complaint and/or not available the Human Resource Manager. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline, up to and including termination.

Whistleblower protections are provided in two important areas -- confidentiality and against retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have

to be disclosed to conduct a thorough investigation, to comply with the law, and to provide accused individuals their legal rights of defense. The Park District will not retaliate against a whistleblower for:

- Reporting an improper governmental action pursuant to this Policy;
- Cooperating with an investigation by an auditing official related to a report of improper governmental action; or,
- Testifying in a proceeding or prosecution arising out of an improper governmental action.

This protection includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as denial of adequate staff to perform duties; frequent staff changes; frequent and undesirable office changes; refusal to assign meaningful work; unsubstantiated letters of reprimand or unsatisfactory performance evaluations; demotion; reduction in pay; denial of promotion; transfer or reassignment; suspension or dismissal; or other disciplinary action made because of an employee's protected activity under this Policy. **Any whistleblower who believes he/she is being retaliated against should contact the Auditor, or his/her designee, immediately.** Reports of retaliation must be made in writing and within 60 (sixty) days of learning of the retaliatory action. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

All reports of illegal and dishonest activities pursuant to this policy must be made in writing and will be promptly investigated. Please see the investigation procedures that follow.

Guidance for Review and Resolution of Whistleblower and Retaliation Complaints Brought Pursuant to Whistleblower Policy

- As directed in the policy, whistleblower and retaliation claim should be reported to the auditing official, the Executive Director or, in the event the Executive Director is unavailable and/or named in the complaint, to the Human Resource Manager. These individuals have the authority to appoint other members of the management team, Board and/or outside counsel/consultants to assist with the investigation.
- Upon receiving such a report, the auditing official, or his/her designee, will consult with others (the Board, outside counsel) to determine whether the claim falls under the whistleblower policy and, if so, how to best proceed. Employment-related concerns, including, but not limited to, harassment, discrimination, bullying, and other such work-related complaints are not covered by this policy.
- Confidentiality of the individual making the complaint, as well as any witnesses, will be respected consistent with the Organization's need to investigate.
- After a written complaint is received by the Auditor, a written acknowledgement notice may be sent to the Complainant that may include a timeline for review, investigation, and resolution.

- The Auditor, or his/her designee, may meet with the Complainant, Respondent and/or other witnesses as a part of the investigation. The Auditor, or his/her designee, has the authority to conduct multiple interviews, if needed. The Auditor, or his/her designee, may also request written statements and/or other documentation that may be pertinent to the resolution of the complaint.
- If it is determined that the conduct that is the subject of the complaint involves fraud, or illegal/egregious conduct, the Auditor, or his/her designee, has the authority to conduct the investigation in a more formal manner. This may include a report to law enforcement agencies.
- Upon completion of the investigation, the Complainant and Respondent will be notified that the investigation has ended, and the decision made. This notification may take place orally or in writing. If the Auditor, or his/her designee, determines this policy has been violated, the Board will be notified. Remedies and discipline for policy violations will be in accordance with applicable law.

10.12 Workplace Violence

The District is concerned about the increased violence in society, which has also filtered into many workplaces throughout the United States. Due to this concern, the Park District has taken steps to help prevent incidents of violence from occurring at the District. The District expressly prohibits any acts or threats of violence by any employee, former employee, or any third party (including residents, vendors, and visitors) both in the workplace and at any District-related events. This includes threatening comments that are intended to be made in a joking manner.

In keeping with the spirit and intent of this policy, and to ensure that the District's objectives in this regard are attained, it is the commitment of the District:

- To provide a safe and healthful work environment.
- To take prompt remedial action against any employee who engages in any threatening behavior or acts of violence or who uses any obscene or threatening language or gestures.
- To take appropriate action when dealing with residents, former employees, or visitors to the District who engage in such behavior. Such action may include notifying the police or other law enforcement personnel and supporting prosecuting violators of this policy to the maximum extent of the law.
- To prohibit employees, former employees, residents, and visitors from bringing unauthorized firearms or other weapons onto the District's premises or in its vehicles, or carrying such firearms or weapons while conducting District business, in accordance with the Illinois Firearm Concealed Carry Act.
- To establish viable security measures to ensure that the District's facilities are safe and secure to the maximum extent possible and to properly handle access to the District's facilities by the public, off-duty employees, and former employees.

Any employee who displays a tendency to engage in violent, abusive, or threatening behavior, or who otherwise engages in behavior that the District, in its sole discretion, deems offensive or inappropriate will be subject to disciplinary action, up to and including discharge.

All employees are responsible for maintaining a workplace that is free from threatening behavior and violence. Accordingly, each employee has a duty to report any threat, instance of harassment, or violent act observed or experienced at work. In addition, any employee who has a reason to believe that a violent act may be committed on the worksite or against an employee must promptly report that belief or suspicion to their supervisor or the Human Resource Department. No employee who in good faith either makes a report or participates in an investigation under this policy will experience retaliation of any kind.

Any employee who applies or obtains a protective or restraining order which lists the District's premises as being protected areas should inform their supervisor or the Human Resource Department. The Park District will require the employee to furnish a copy of the order.

10.13 Workplace Security and Inspections

To: 1) safeguard the property of employees, customers, and the Park District; 2) help prevent the possession, sale, and use of illegal drugs on the Park District 's premises and keep with the spirit and intent of the Park District 's substance abuse policy; and 3) help prevent the possession of illegal weapons on the Park District's premises; the Park District reserves the right to question employees and all other persons entering and leaving our premises, and to inspect any packages, parcels, purses, handbags, briefcases, lunchboxes, or any other possessions or articles carried to and from the Park District 's property. In addition, the Park District reserves the right to search any employee's office, desk, files, locker, or any other area or article on our premises. In this connection, it should be noted that all offices, desks, files, lockers, and so forth, are the property of the Park District and are issued for the use of employees only during their employment with the Park District. Inspections may be conducted at any time at the discretion of the Park District.

Persons entering the premises who refuse to cooperate in an inspection conducted pursuant to this policy will not be permitted to enter the premises. Employees working on or entering or leaving the premises who refuse to cooperate in an inspection will be subject to disciplinary action, up to and including termination.

USE OF INFORMATION SYSTEMS AND SOCIAL MEDIA

11.1 Use of Information Systems

The District provides or contracts for the communication services and equipment necessary to promote the efficient conduct of business. This policy governs employee use of the District's computers, networks, communications systems, phone systems, business equipment, Internet, and other IT resources (collectively "information systems"). All such information systems, and all communications and stored information transmitted through, received on, accessed on, or contained in the District's information systems are District property and are to be used primarily for job-related purposes during working time. To ensure the proper use of information systems, the District may monitor the use of these systems and equipment and review or inspect all material stored on them from time to time. No communications are guaranteed to be private or confidential.

To ensure the proper use of information systems, the District expects employees to abide by the following:

1. Information systems are owned/leased and maintained by the District, and all communications transmitted using the District's information systems are the sole property of the District. These electronic systems are to conduct and support District business and to assist employees in the performance of their jobs. Employees are expected to use these resources responsibly, professionally, ethically, and lawfully.
2. Personal software or messages shall not be installed or stored on the District's information systems unless prior approval is obtained. In addition, employees are prohibited from encrypting, attempting to decrypt or modifying data, files, or programs without prior written authorization. Employees are prohibited from deleting or destroying data, files, or programs, except in the ordinary course of business, i.e. deletion of an email after it is read.
3. Minimal personal use of information systems and the distribution of personal messages by employees is permitted, as long as such use does not interfere with employees' work performance or have an undue impact or cost on the operation of the information systems. In addition, personal use must not involve activities for personal gain (i.e., day trading, gambling), political activity, participation in chat rooms, blogs, or bulletin boards, internet chain mails/forwards, or game playing. Excessive personal use of information systems or distribution of personal messages by employees is prohibited.
4. The District will, or reserves the right to, monitor the use of information systems and to review or inspect all material stored therein. No communications are guaranteed to be private or confidential.
5. Any communication sent using the District's information systems may be subject to disclosure under the Freedom of Information Act (FOIA) and released pursuant to a discovery request in the event of litigation. As such, employees must take the necessary steps to protect access to and archive Park District information contained in emails, texts, internet, and any other communications on the District's information systems.
6. Employees may not access, read, or discuss another employee's private email or voicemail accounts.
7. Employees must safeguard their personal passwords and should not share that information with any other individuals. Passwords should not be written down or left in places that they are accessible

to others. The use of personal passwords, assigned to the employee, is not grounds for an employee to claim privacy rights in the information systems. The District reserves the right to override personal passwords. Employees may be required to disclose passwords or codes to the District to allow access to the systems.

8. Employees are responsible for the safe keeping of District issued property and must not allow such property to be used by an unauthorized party. If an employee believes a breach of security has occurred or the property has been misused by another individual, the employee must notify the Executive Director immediately.
9. Employees may not modify, disable, compromise, or otherwise circumvent any anti-virus, user authentication, or other security feature maintained on the Park District's information system. Each employee is responsible for protecting their computer against virus attack by not opening suspicious e-mails, pop-ups or downloads, following appropriate guidelines for scanning all incoming communications and media, and by not disabling the anti-virus application installed on their workstation.
10. Employees are prohibited from bringing unauthorized electronic equipment to work to use with District-provided information systems and from accessing District systems with their devices absent explicit permission from the Executive Director. Such prohibited equipment includes but is not limited to any type of external computer drives, such as flash drives, to save information from computer drives, and personal laptops and other wireless communications devices. Using such unauthorized equipment with District-provided information systems and/or accessing District information systems without permission is considered to be theft of District's intellectual property.
11. The District's prohibition against sexual, racial, and other forms of harassment are extended to include the use of information systems. Harassing, vulgar, pornographic, obscene, or threatening communications are strictly prohibited, as are sexually oriented messages or images. Employees who receive email or other information on their computers which they believe violate this policy should immediately report this activity to their supervisor.
12. Privileged or confidential material, such as, but not limited to, trade secrets or attorney-client communications, should not be exchanged haphazardly by e-mail, facsimiles, etc.
13. Employees are prohibited from violating copyright, licensing, and any other relevant laws. If unsure about copyright and licensing laws, please speak with your supervisor.
14. Outsiders or non-employees are prohibited from using information systems to communicate with District employees or the District for any purpose unrelated to District business.
15. Employees must be aware of the possibility that electronic messages that are believed to have been erased or deleted can frequently be retrieved by systems experts and can be used against an employee or the District. Therefore, employees should be cautious and use the information systems only in the appropriate manner and consult with systems experts to guarantee that information to be deleted is truly eliminated from the system.

16. Employees should exercise care so that no personal correspondence appears to be an official communication of the District. Personalized District stationery and business cards may only be issued by the District. Employees may not use the District's address for receiving personal mail or utilize the District's stationery or postage for personal letters.
17. Employees are responsible for proper care of District-owned equipment with which they are entrusted. Employees may be held responsible for the cost or replacement of any lost, stolen, or damaged equipment.

11.2 Use of Mobile Technologies

The District encourages and promotes following the law when using mobile technology while operating a motorized vehicle. In accordance with Illinois state law, the use of hand-held devices while operating a motorized vehicle is strictly prohibited. Only hands-free technology such as speakerphones, Bluetooth, and headsets are permitted to be used with a wireless telephone. ~~In addition, employees may not use mobile technology to watch or stream video, participate in any video conferencing application (including, but not limited to, Zoom, Microsoft Teams, or Webex), or access any social media site, including, but not limited to, Facebook, Instagram, or X (formerly known as Twitter) while operating a motor vehicle.~~

All types of electronic communication which includes composing, reading, sending, or accessing the internet for the purposes of texting, emailing, instant messaging, or any other use of an electronic communication device is prohibited while driving on behalf of the District. An "electronic communication device" refers to a wireless telephone, personal digital assistant, iPad, or portable or mobile computer or device for similar purposes.

In the case of an emergency, the employee shall pull to the side of the road and take or place the call while stopped or have someone else take or place the call.

11.3 Social Media Use Policy

We understand that social media can be a fun and rewarding way to share your life and opinions with family, friends, and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media.

Guidelines

In the rapidly expanding world of electronic communication, social media can mean many things. Social media includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with the District, as well as any other form of electronic communication (including, but not limited to, LinkedIn, Facebook, Instagram, Pinterest, and Twitter).

Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. ~~Keep in mind that any of your conduct that adversely affects the District's goodwill or reputation, your job performance, the performance of fellow employees~~

~~or otherwise adversely affects residents, customers, suppliers, people who work on behalf of the District or the District's legitimate business interests may result in disciplinary action up to and including termination.~~

Know and Follow the Rules

Carefully read these guidelines, the Policy Against Harassment, the Information Systems Usage Guidelines and ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and may subject you to disciplinary action up to and including termination.

The District reserves the right to monitor employees' public use of social media, including but not limited to statements or comments posted on the Internet, in blogs and other types of openly accessible forums, diaries, and personal and business discussion forums.

The District should have no expectation of privacy while using District equipment and facilities for any purpose, including the use of social media. The District reserves the right to monitor, review, and block content that violates the District's rules and guidelines.

The District will investigate and respond to all reports of violations of District's rules, guidelines, or policies. Employees are urged to report any violations of this policy to Human Resources. A violation of this policy may result in discipline up to and including termination of employment.

Be Respectful

Always be fair and courteous to fellow co-workers, residents, customers, **and** suppliers. or people who work on behalf of the District. Also, keep in mind that you are more likely to resolve work-related complaints by speaking directly with your co-workers or by utilizing our Open Door Policy than by posting complaints to a social media outlet. Nevertheless, if you decide to post complaints or criticism, avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating, that harasses, discriminates, threatens, bullies, or **is libelous or slanderous to disparages** residents, co-workers, suppliers, customers, or that any other conduct that might constitute harassment, discrimination, or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or District policy.

Be Honest and Accurate

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered.

Remember that the Internet archives almost everything; therefore, even deleted postings can be searched. Never post any information or rumors that you know to be false.

Employees should respect all copyright and other intellectual property laws. For the District's protection, as well as your own, it is critical that you show proper respect for all the laws governing copyright, fair use of copyrighted material owned by others, trademarks and other intellectual property, including the District's own copyrights, trademarks, and brands.

Post Only Appropriate and Respectful Content

Maintain the confidentiality of the District's trade secrets and private or confidential information. See the District's Confidentiality Policy for more information.

Do not create a link from your blog, website or other social networking site to the District's website without identifying yourself as a District employee.

Express only your personal opinions. Never represent yourself as a spokesperson for the District. If the District is a subject of the content you are creating, be clear and open about the fact that you are an employee and make it clear that your views do not represent those of the District, fellow co-workers, residents, customers, suppliers or people working on behalf of the District. If you do publish a blog or post online related to the work you do or subjects associated with the District, make it clear that you are not speaking on behalf of the District. It is best to include a disclaimer such as "The postings on this site are my own and do not necessarily reflect the views of the District."

Using Social Media at Work

Do not use the District's email addresses to register on social networks, blogs, or other online tools utilized for personal use. This policy is not intended, nor shall it be applied, to restrict employees from discussing their wages, hours and working conditions with co-workers.

Media Contacts

Employees should not speak to the media on the District's behalf without contacting the Executive Director. All media inquiries should be directed to the Executive Director.

District-Sponsored Social Media

District-sponsored social media is used to convey information about the District's facilities and services, advise the public about upcoming events, obtain customer feedback, exchange ideas or trade insights about industry trends, reach out to potential new markets, issue or respond to breaking news, and brainstorm with employees and customers.

All such District-related social media is subject to the following rules and guidelines, in addition to the rules and guidelines set forth above:

1. Only employees designated and authorized by the District can prepare content for or delete, edit, or otherwise modify content on District-sponsored social media. These employees are responsible for ensuring that the District-sponsored social media conforms to all applicable District rules and guidelines. They are also authorized to remove immediately and without advance warning any content, including offensive content such as pornography, obscenities, profanity, and/or material that violates District's EEO and/or anti-harassment policies.

2. District-sponsored social media accounts are owned by the District. Any employees who create such accounts or are provided access to such accounts do not obtain ownership rights to such accounts or any content contained in them. Employees who create or are provided access to District-sponsored social media accounts must provide District with all passwords and/or log-in information to such accounts immediately upon District's request, and must transfer "manager" or "owner" status (as defined by the particular social media site) upon District's request.
3. Employees who want to post comments in response to District-sponsored content must identify themselves as employees.

For More Information

If you have questions or need further guidance, please contact your supervisor.

WORKING CONDITIONS

12.1 Hours of Work and Meal/Break Periods

Department supervisors shall determine and establish a daily and weekly schedule of normal work hours necessary to provide services. The schedule may be temporarily changed in order to meet emergency or other defined needs. It is the personal responsibility of each employee to be at their work station and fully prepared to begin work at the time the scheduled work hours begin. Employees are not permitted to alter work hours without the permission of the supervisor. "Altering work hours" includes arriving early and then leaving early and/or arriving late and staying late. Employees are not authorized to "trade hours" without the permission of the supervisor.

Employees may generally schedule their own meal/break periods in accordance with the schedule below as long as meal/break periods are staggered to ensure department coverage and the meal period is taken no later than five hours after beginning work. Please note that different divisions may require alterations to the meal and break periods as determined by the Executive Director and as appropriate under federal and state laws.

- An employee, who is scheduled to work at least 5 hours, but less than 7.5 hours, shall be entitled to take one (1) paid 15-minute break. Such an employee is not entitled to a duty-

free unpaid 30-minute meal period, but may request and be granted such a meal period with their supervisor's approval.

- An employee, who is scheduled to work at least 7.5 hours, but less than 8 hours, shall be entitled to take one (1) paid 15-minute break and a duty-free unpaid 30-minute meal period. The duty-free unpaid meal break should be taken within the first five (5) hours of the start of the employee's shift.
- An employee who is scheduled to work 8 hours shall be entitled to take two (2) paid 15-minute breaks and a duty free unpaid 30-minute meal period. The duty-free unpaid meal break should be taken within the first five (5) hours of the start of the employee's shift.
- An employee who is scheduled to work more than 8 hours shall be entitled to any additional break and/or meal periods consistent with the cycle described above. The duty-free unpaid meal break should be taken within the first five (5) hours of the start of the employee's shift.

Employees are not otherwise permitted to leave the building during working hours (except during scheduled break/meal period) without the permission of the supervisor.

12.2 Driver's Licenses

All employees, for whom driving a vehicle is an essential function of the job, are required to possess a valid driver's license and insurance, as well as maintain a safe driving record.

Any employee who drives for District business and has their license suspended is required to notify Human Resources immediately. Similarly, if an employee stops maintaining insurance for any reason and drives for work purposes, they are required to notify Human Resources immediately. Employees with suspended licenses/insurance cannot use their vehicles for business purposes or a District vehicle for work purposes.

To ensure employee compliance with these requirements, on at least an annual basis, the Park District obtains and reviews drivers' license records for covered employees.

12.3 Business Expenses

To the extent required by law, the District will reimburse employees for reasonable business expenses such as airfare, hotel, mileage, meals, etc. incurred while conducting District business away from their normal work location. Employees are expected to limit expenses to reasonable amounts, exercising good business judgment. All expenses must be approved in advance by your manager or the Executive Director.

For more information about business expenses, please consult the Travel and Vehicle Use Policy located on the District Intranet or contact the Finance Department.

Abuse of the expense policy, including falsifying expense reports to reflect costs not incurred by the employee, may be grounds for disciplinary action, up to and including termination of employment.

12.4 Health and Safety

Establishment and maintenance of a safe work environment are shared responsibilities of the District and employees from all levels of the organization. The District will attempt to do everything within its control to assure a safe environment and compliance with federal, state, and local safety regulations. Employees are expected to obey safety rules and to exercise caution in all their work activities.

Employees have an absolute obligation to immediately report any unsafe conditions to their supervisor. Not only supervisors, but employees at all levels of the organization are expected to correct unsafe conditions as promptly as possible. The District will not take reprisals against an employee who comes forth with a safety recommendation or refuses to operate any equipment or work in an area the employee reasonably feels is unsafe.

All accidents, especially those that result in injury, must be reported immediately to the nearest available supervisor, regardless of how insignificant they may appear. Such reports are necessary to comply with federal and state laws and initiate insurance and workers' compensation procedures.

12.5 Solicitation

In the interest of maintaining a proper business environment and preventing interference with work and inconvenience to others, employees may not distribute literature or printed materials of any kind, sell merchandise, solicit financial contributions, or solicit for any other cause during working time. Employees who are not on working time (e.g., those on lunch or breaks) may not solicit or distribute literature or printed material of any kind to employees who are on working time. Non-employees are prohibited from distributing material or soliciting employees on the organization's premises at any time.

12.6 Political Activity

No officer or employee shall perform or require other employees to perform political activity during work time. No employee shall intentionally use any property or resources of the Park District in connection with any political activity. No employee shall be required at any time to participate in any political activity.

For purposes of this provision, the term "prohibited political activity" includes, but is not limited to: preparing for political rallies/meetings/demonstrations; soliciting contributions; selling tickets for a political fundraiser; assisting at the polls on Election Day; soliciting votes or signatures for a candidate or for or against any referendum question; distributing, preparing or mailing campaign literature, campaign signs, or campaign material on behalf of a candidate or for or against any referendum question, or; managing or working on a campaign or for or against any referendum question.

Nothing in this policy prohibits activities that are otherwise appropriate for an employee to engage in as part of their official duties or activities that are undertaken by an employee on a voluntary basis that are not prohibited by this policy.

12.7 Privately Owned Automobiles

Regular full-time employees may use their own vehicle to perform Park District duties, but must first receive permission from the Executive Director, or their designee. Part-time employees must first receive permission from the Department Head, or their designee. If permission is granted, the Park District will

reimburse the employee for mileage, beyond the employee's normal commute, at the prevailing IRS rate. This allowance is to compensate for the cost of gasoline, oil, depreciation, insurance, and wear and tear. In addition, employees driving on District business may claim reimbursement for parking fees and tolls actually incurred. Please see the Business Expenses Policy for more information. The Park District shall not be responsible for any liability or damage resulting from an employee's use of their privately owned automobile even when such use is to perform Park District duties. Additionally, the Park District will not reimburse employees for expenses not necessary for business purposes, such as:

- Parking tickets.
- Vehicle repairs and maintenance.
- Fines for moving violations.
- Vehicle towing charges.

Employees, authorized to use their private vehicles for Park District business, must comply with all of the Park District's policies, procedures, and practices, including, without limitations, the drug and alcohol policy.

12.8 Employee Suggestions

Suggestions for improvement of park and recreation services are welcome from all employees, regardless of the position the employee holds. Additionally, supervisors will typically make regular attempts to secure suggestions and recommendations from the employees whom they supervise.

PAY AND PAYROLL-RELATED PROVISIONS

13.1 Overtime/Timekeeping

Overtime

Employees are expected to work overtime if additional work effort is required to serve our residents. Every effort is made to allocate overtime work fairly and to the best interest of everyone. When overtime is necessary, employees will be notified as far in advance as possible. Overtime is paid only after a non-exempt employee has more than forty (40) hours during the work week. All overtime is paid at one and one-half (1 ½) times the employee's regular hourly rate. ~~Only hours actually worked count toward overtime. Leaves such as vacation, sick~~ jury duty and bereavement ~~leave~~ do not count for purposes of overtime. Non-exempt employees must have supervisory authorization prior to working overtime (this includes arriving early, working through lunches, or staying late). Working unauthorized overtime is prohibited.

While exempt employees are not entitled to overtime for working more than 40 hours per week, such employees may be provided with "administrative time off" in recognition of the demands of their work schedules. Administrative time off is granted at the discretion of the employee's department head with Executive Director approval, who shall use proper care and judgment before granting the request. It should be clearly understood by all concerned that administrative time is not to be provided on an hour-for-hour matching basis; exempt employees are expected to work the hours required by their positions.

Administrative time off is not carried over from year to year nor is it paid out upon separation of employment.

Timekeeping

Accurately recording time worked is the responsibility of every employee. Federal and State laws require District to keep an accurate record of time worked in order to calculate employee pay and benefits. Accordingly, employees must accurately and precisely record the time they begin and end work, as well as the beginning and ending time of each break that is 30 minutes or longer, using our electronic time keeping system for non-exempt employees. Exempt employees will record the number of hours worked each day on a timesheet provided and submit them to payroll in a timely fashion each month.

Altering, falsifying, tampering with time records, recording time on another employee's time record, or instructing an employee to incorrectly or falsely report time is prohibited and may result in disciplinary action, up to and including termination of employment. Employees who fail to report all time worked and employees who work beyond their regularly scheduled work hours without express, prior authorization by their supervisor will also be subject to discipline, up to and including termination of employment.

It is the employee's responsibility to certify the accuracy of all time recorded in the timekeeping system. If corrections or modifications are necessary, please speak with your supervisor.

13.2 Holiday Pay

From time to time, the activities of the Park District may require a regular full-time employee to work on a day designated as a holiday by the Park District. In such an event, it shall be the practice of the Park District to compensate the employee as follows: 1) an exempt employee who is required to work may be granted administrative time off by their department head; and 2) any other regular non-exempt full-time employee who is required to work shall be compensated at two and one half times (2-1/2) their regular hourly rate of pay (which is inclusive of the employee's holiday pay). ~~If, by virtue of working the holiday, a non-exempt employee would also exceed forty (40) hours worked in a work week, they shall not be entitled to also receive overtime compensation for such holiday hours.~~

13.3 Personnel Records

Personnel files are the property of the District, and access to the information they contain is restricted. Generally, only officials and representatives of the District who have a legitimate reason to review information in a file are allowed to do so. With reasonable advance notice and a written request, an employee may review material in their file up to two (2) times per calendar year, but only in the District's offices and in the presence of the individual appointed by the District to maintain the file. ~~Alternatively, employees may request that the items in their file be copied and sent to the employee via email or regular mail.~~ Certain records, such as letters of reference, are not available for inspection.

Except when requested by government or law enforcement agencies, an employee must provide a written release in order for the District to release information (beyond date of hire, date of termination, and job title) to outside parties. Requests for references should be directed to the Human Resource Department. Only this department has the authority to release information to outside parties.

It is the responsibility of each employee to promptly notify the District of any changes in personnel data. Personal mailing addresses, telephone numbers, number and names of dependents*, marital status*, insurance beneficiary*, individuals to be contacted in the event of an emergency, educational accomplishments, and other such status reports should be accurate and current at all times.

The District cannot be held responsible for situations resulting from employees withholding correct and accurate information.

** Such information need only be disclosed if pertinent to a benefit received.*

13.4 Pay Procedures

Employees are typically paid every other Friday. If a holiday falls on a Friday scheduled as a payday and the business office is closed, paychecks will be available on the immediately preceding business day. Each paycheck will include earnings for all work performed through the end of the previous calendar week. To ensure prompt receipt of your paycheck, direct deposit of funds is recommended.

The District takes all reasonable steps to assure that employees receive the correct amount of pay in each paycheck and that employees are paid promptly on the scheduled payday. In the unlikely event that there is an error in the amount of pay, the employee should promptly bring the discrepancy to the attention of the Human Resource or Payroll Department, so that corrections can be made as quickly as possible. Once legitimate underpayments are identified, they will be corrected in the next regular paycheck. Overpayments will also be corrected in the next regular paycheck unless this presents a burden to the employee (where there is a substantial amount owed). In that case, the District will attempt to arrange a schedule of repayments with the employee to minimize the inconvenience to all involved.

13.5 Pay Deductions

It is the policy of the District not to take any improper pay deductions that would be in violation of the Fair Labor Standards Act, its regulations (specifically Section 541.602(a)), or relevant state law or local ordinance.

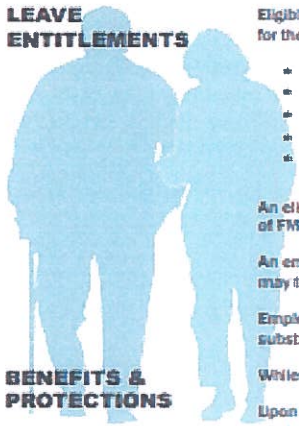
Employees who believe their pay has been improperly deducted should report such improper deduction immediately to their supervisor. The complaint will be promptly investigated and the results of the investigation will be reported to the complaining employee. If the employee is unsatisfied with the findings of the investigation, the employee may appeal the decision to the Executive Director.

Any employee whose pay is improperly deducted shall be reimbursed for such improper deduction no later than the next pay period after the improper deduction is communicated to management.

EMPLOYEE RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT

THE UNITED STATES DEPARTMENT OF LABOR WAGE AND HOUR DIVISION

LEAVE ENTITLEMENTS



Eligible employees who work for a covered employer can take up to 12 weeks of unpaid, job-protected leave in a 12-month period for the following reasons:

- The birth of a child or placement of a child for adoption or foster care;
- To bond with a child (leave must be taken within one year of the child's birth or placement);
- To care for the employee's spouse, child, or parent who has a qualifying serious health condition;
- For the employee's own qualifying serious health condition that makes the employee unable to perform the employee's job;
- For qualifying exigencies related to the foreign deployment of a military member who is the employee's spouse, child, or parent.

An eligible employee who is a covered servicemember's spouse, child, parent, or next of kin may also take up to 26 weeks of FMLA leave in a single 12-month period to care for the servicemember with a serious injury or illness.

An employee does not need to use leave in one block. When it is medically necessary or otherwise permitted, employees may take leave intermittently or on a reduced schedule.

Employees may choose, or an employer may require, use of accrued paid leave while taking FMLA leave. If an employee substitutes accrued paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies.

While employees are on FMLA leave, employers must continue health insurance coverage as if the employees were not on leave.

Upon return from FMLA leave, most employees must be restored to the same job or one nearly identical to it with equivalent pay, benefits, and other employment terms and conditions.

An employer may not interfere with an individual's FMLA rights or retaliate against someone for using or trying to use FMLA leave, opposing any practice made unlawful by the FMLA, or being involved in any proceeding under or related to the FMLA.

BENEFITS & PROTECTIONS

ELIGIBILITY REQUIREMENTS

An employee who works for a covered employer must meet three criteria in order to be eligible for FMLA leave. The employee must:

- Have worked for the employer for at least 12 months;
- Have at least 1,250 hours of service in the 12 months before taking leave;* and
- Work at a location where the employer has at least 50 employees within 75 miles of the employee's worksite.

*Special "hours of service" requirements apply to airline flight crew employees.

REQUESTING LEAVE

Generally, employees must give 30-days' advance notice of the need for FMLA leave. If it is not possible to give 30-days' notice, an employee must notify the employer as soon as possible and, generally, follow the employer's usual procedures.

Employees do not have to share a medical diagnosis, but must provide enough information to the employer so it can determine if the leave qualifies for FMLA protection. Sufficient information could include informing an employer that the employee is or will be unable to perform his or her job functions, that a family member cannot perform daily activities, or that hospitalization or continuing medical treatment is necessary. Employees must inform the employer if the need for leave is for a reason for which FMLA leave was previously taken or certified.

Employers can require a certification or periodic recertification supporting the need for leave. If the employer determines that the certification is incomplete, it must provide a written notice indicating what additional information is required.

EMPLOYER RESPONSIBILITIES

Once an employer becomes aware that an employee's need for leave is for a reason that may qualify under the FMLA, the employer must notify the employee if he or she is eligible for FMLA leave and, if eligible, must also provide a notice of rights and responsibilities under the FMLA. If the employee is not eligible, the employer must provide a reason for ineligibility.

Employers must notify its employees if leave will be designated as FMLA leave, and if so, how much leave will be designated as FMLA leave.

ENFORCEMENT

Employees may file a complaint with the U.S. Department of Labor, Wage and Hour Division, or may bring a private lawsuit against an employer.

The FMLA does not affect any federal or state law prohibiting discrimination or supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights.



For additional information or to file a complaint:

1-866-4-USWAGE

(1-866-487-9243) TTY: 1-877-889-5627

www.dol.gov/whd

U.S. Department of Labor | Wage and Hour Division



APPENDIX

CONTACT NAMES

For inquiries to the Board of Commissioners, please contact:
commissioners@wheatonparks.org
630-510-4941

For inquiries to the Executive Director, please contact:

Michael Benard
mbenard@wheatonparks.org
Office (630) 665-4710/Cell Phone 630-945-7726

For inquiries to the Finance Department, please contact:

Sandra Simpson
ssimpson@wheatonparks.org
(630) 510-4955

For inquiries to the Human Resources Department, please contact:

Matthew Jay
mjay@wheatonparks.org
(630) 510-4952

To report harassment, please contact:

Michael Benard
Executive Director
mbenard@wheatonparks.org
(630) 665-4710

or

Matthew Jay
Human Resource Manager
mjay@wheatonparks.org
(630) 510-4952

or

Park District Board President
commissioners@wheatonpark.org
630-510-4941

Employee Acknowledgement Form

I hereby acknowledge receipt of the Wheaton Park District Personnel Policy Manual and understand that I am responsible for reading, understanding, and complying with it. I understand that this Manual has been developed as a reference guide for Wheaton Park District employees and that neither the Manual nor its individual terms or any written or oral statement contradicting, modifying, interpreting, explaining or clarifying any provision of this Manual is intended to create or create an employment contract, either express or implied, on the part of the Park District. I understand that I am an employe at will and may be terminated, with or without cause, and with or without notice, at any time at the option of either me or the District.

I understand that violations of policies may subject an employee to disciplinary actions up to and including termination of employment. I agree that if there is any policy or provision in the Manual that I do not understand, I will seek clarification from my supervisor, the Human Resource Department, or the Executive Director.

I understand that this Manual has been developed as a general reference guide and that neither the Manual nor its individual terms or any written or oral statement contradicting, modifying, interpreting, explaining, or clarifying any provision of this Manual is intended to create or shall create an employment contract, either express or implied, on the part of the Park District. I also understand that the policies, benefits and rules contained in this Manual may be changed or discontinued by the Park District at any time. All such changes will normally be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. I understand that nothing contained in this Manual may be construed as creating a promise of future benefits or a binding contract with the District for benefits or for any other purpose.

I further understand that, unless I have a written agreement signed by the Executive Director to the contrary, I am an at-will employee and as such, employment with the District is not for a fixed term or definite period and may be terminated at the will of either party, with or without cause, and without prior notice. In addition, I understand that no representative of the Park District, other than the Executive Director with the Board's express approval, has authority to enter into any employment agreement for any specific period of time or to make any binding representation or agreement, whether oral or written, contrary to the foregoing.

Employee Signature: _____

Print Name: _____

Date: _____

TO: Board of Commissioners
FROM: Michael Benard, Executive Director
RE: Community Center Naming Proposal – Ray Morrill
DATE: September 18, 2024



Summary

Pursuant to the Naming Policy of the Wheaton Park District (attached), please consider this correspondence a proposal to name the Wheaton Park District Community Center in memory of Ray Morrill. Ray passed away in August of 2023 after serving the Wheaton Park District and Community for over 50 years as an employee, elected commissioner and volunteer.

Biographical Profile and Support for Naming Proposal

Having grown up in Brookfield Illinois as the son of a Parks and Recreation Director, Ray got an early start in the business. Whenever he got in trouble, his Dad would send him to the park to clean it from one end to the other including the bathrooms. Ray apparently got in trouble a lot.

Ray was optimistic as well as very smart and took steps to parlay his indentured servitude in the Brookfield parks department into a successful career as a parks and recreation professional. He attended Western Illinois University where he studied parks and recreation administration and also met the love of his life, Pat. Ray got in a lot less trouble after that. Ray and Pat were together from that day forward.

After college, Ray was hired as an intern with the Naperville Park District and learned the ropes from Park District legends Ernie Nance and Jerry Handlon. In 1971, he landed a job at the Wheaton Park District. Ray and Pat married and settled down in Wheaton to raise a family. Ray spent the rest of his life focusing on his family and serving this community.

As a natural leader, hard worker and creative programmer, Ray was the right man at the right time as the community of Wheaton was growing fast and with that growth came opportunities for new program services and recreation facilities. As Superintendent of Recreation and Special Facilities for the Wheaton Park District, Ray became known and respected, locally and statewide, as a trusted, hardworking and impactful community leader.

Ray spent his entire career working collaboratively with Executive Director Bob Dunsmuir and Superintendent of Parks and Planning Ken Kutska. A powerful team, the three of them led the Wheaton Park District over three decades of growth in park acreage, programs, facilities, staff and partnerships with a singular focus on improving the quality of community life. The Wheaton Park District became widely regarded across the state and the nation as a model agency. In fact, the Wheaton Park District earned the National Gold Medal for excellence in parks and recreation administration a record 4 times.

After serving the community for 34 years as a professional, Ray retired. But he had more to give and was called to serve as an elected Commissioner for the Wheaton Park District. He won five consecutive elections. He served and led with dignity, caring and professionalism for 17 more years.

This sort of success does not happen by accident and certainly not without the commitment, support and especially trust from the Staff, Elected Park Commissioners, Partners and the Community. Ray cared. Ray cared about people. He cared about their lives being better. Ray lived his life and led this agency with care for others as a foundation from which he made decisions, from which he decided to take on new challenges or provide new services or form a new partnership.

Ray's care for people and his passion for what could be accomplished to improve lives through park district services and facilities was palpable, when he spoke and when he took action, you knew it. You knew it and as a result of that knowledge, you trusted it. People trusted Ray. Ray never operated behind the scenes and was constantly public facing. He constantly engaged.

His inherent trustability coupled with his very public position facilitated a high level of trust for the Wheaton Park District. It is through this trust that the community granted this park district resources through successful referenda and other initiatives to become what it became, to become what it is.

Ray's tireless five-decade long commitment to the Wheaton Park District and to improving the lives of all people in this community warrants a permanent memorial to honor his legacy.

Recommendation

Begin the 30 day-day evaluation period as required by policy and take formal action thereafter to name the Wheaton Park District Community Center in memory of Ray Morrill.

**Parks, Facilities, Trails and Open Space
Naming Policy
Wheaton Park District
Board Approved October 2007**

The purpose of this procedure is to clearly define the process for naming Wheaton Park District parks, trails, open space areas and associated structures or facilities. It is designed in the spirit of neighborhood involvement and influence as well as to facilitate a naming process for present and future needs. The values, contributions, services and heritage of the community can be embodied and preserved by appropriate and logical naming of parks and facilities.

Parks, trails and open space areas shall be defined as any parcel of land, including ponds and lakes that are donated, dedicated or acquired for public use as a park, trail or open space. Park structures or facilities shall be defined to include but not limited to athletic fields, tennis courts, golf courses, outdoor theaters, buildings, meeting space, gymnasiums and swimming pools.

For name requests that do not meet the standards or conditions set forth in this procedure, alternatives are given at the end of this document.

1. Naming Criteria

Each of the following conditions describe an opportunity for implementing the park naming procedure:

- Any planned park, trail or park facility that is not yet built or acquired and has no official name.
- Any existing park, trail or park facility that is built and has no official name.
- Any existing park, trail or park facility that is built and has a geographic name only.

Any interested person may become involved in the naming process for the park or facility. To be considered, proposed names may be submitted from one of the following sources:

- Recommendation made by park district staff in the planning and/or development of a new park.
- Any person(s) or firm(s) who contribute significantly to the development of the park or facility. Land developers of adjoining property may be included in this group regardless of whether their contribution is voluntary or required by the park district.
- An ad hoc naming committee may be assembled under the guidance of the Wheaton Park District Board of Park Commissioners or Wheaton Park District staff. This committee shall be comprised of residents from neighborhoods near or adjacent to the park or facility to be named.

2. Selection of a Name

Name selections should express appreciation to those who have contributed significantly to the Park District or maintain themes established for adjoining developments. Preference will be given to names having local and/or historical significance.

Names submitted should adhere to the following standards and guidelines:

- Geographic names descriptive of the location or significant natural features in or near the park or facility.
- Historic names or events relevant to the park or facility. The name submitted should be one of significance to a substantial portion of the community, and this fact shall be documented.
- Organization or person who made a significant contribution to the park or facility being named. Contribution, whether years of service or monetary donation, should be extensive and substantial.
- Person who made a significant contribution to the park district as a whole over an extended period of time. It should be someone who has contributed in a definitive and outstanding manner to the betterment of the park district and its citizens.

3. Submitting a Name Request

To submit a name to the Executive Director:

- Document the reasoning for the requested name and show community support that includes neighbors of the park or facility in the request. To *change* the name of a park or facility, valid and adequate reasons must be given in the request to the Executive Director.
- Requests commemorating a person's name shall include a biographical profile and written approval from that person (or next of kin if that person is deceased).
- At the meeting with the Executive Director or his/her designee, present the request and submit copies of the written recommendation including any historical documentation and a biographical profile.

After the presentation and submission of written materials, the Executive Director will forward all pertinent materials to the Board of Commissioners for consideration.

4. Approval Process

The approval process is a determination of the appropriateness of the requested name according to the standards set forth in this document. Wheaton Park District staff has primary responsibility for completing all duties required for this determination. The approval process shall begin with an evaluation period based on the type of name request.

- a. If the name request commemorates a person or group, a 30-day evaluation period shall begin upon presentation and written submission to the Board of Commissioners. The evaluation process shall include a careful review of the person or group being recognized in the request and neighborhood meetings to inform the adjacent public about the request.
- b. The final decision for naming parks and facilities shall always remain in control of the Wheaton Park District Board of Park Commissioners.
- c. After the name is approved by the Park Board, the Park District will provide signs where appropriate. If requested, the district may also provide additional signs displaying background information about the name. The Park District shall keep a permanent record of the naming process.

5. Alternatives

If the requested name does not meet the criteria, two alternatives exist to commemorate a person and/or a name. These include the Wheaton Park District *Memorial Tree* and *Memorial Bench* programs.

TO: Board of Commissioners
FROM: Rob Sperl, Director of Parks and Planning
THROUGH: Michael Benard, Executive Director
RE: Monroe School Lease Agreement Amendment to Extend Term
DATE: September 18, 2024



SUMMARY:

We are seeking to extend the term of our existing lease at Monroe School, which is adjacent to Graf Park. This lease was entered into to allow construction of the synthetic turf field on the school property.

It is believed that the short length of the remaining lease detracted from our OSLAD grant application in 2023. We would like to reapply in the current round with the lease extension in place. The grant would help to fund the replacement of the turf which is at the end of its 10-year lifespan. Other amenities in the grant application would include: the perimeter track, batting cages, playground replacement and bleachers with shade.

PREVIOUS COMMITTEE/BOARD ACTION:

The board of commissioners approved the original lease with Ordinance 2013-03 on July 17, 2013.

REVENUE OR FUNDING IMPLICATIONS:

Not applicable.

STAKEHOLDER PROCESS:

CUSD200 is scheduled to approve the amendment on October 10th, 2024.

LEGAL REVIEW:

The amendment was drafted by legal counsel and reviewed by the school district. Minor changes have been incorporated into the final version.

ATTACHMENTS:

Ordinance 2013-03 and original lease agreement
First amendment for lease agreement

ALTERNATIVES:

Not applicable

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners approve the first amendment to the lease agreement with district 200.

**WHEATON PARK DISTRICT
ORDINANCE 2024-07**

**ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF FIRST AMENDMENT TO WHEATON PARK
DISTRICT LEASE AGREEMENT WITH WHEATON-WARRENVILLE COMMUNITY UNIT SCHOOL DISTRICT
200**

WHEREAS, Wheaton Park District (“Park District”) is an Illinois park district and unit of local government organized under, and operating pursuant to and in accordance with, the Park District Code (70 ILCS 1205/1-1 et seq); and

WHEREAS, the Board of Education of Wheaton-Warrenville Community Unit School District No. 200, DuPage County, Illinois (the “School District”) is the owner of land and improvements commonly known as the Monroe Middle School building and surrounding campus, (the “School”), which includes a football stadium (the “Stadium”), all situated within the geographical boundaries of the Park District; and

WHEREAS, pursuant to Ordinance 2013-03 adopted by the Park District’s board of Commissioners on July 17, 2013, the Park District and School District previously entered into a lease agreement whereby the Park District agreed to lease the Stadium pursuant to 70 ILCS 1205/8-16 from the School District, and construct, operate and maintain a synthetic turf sports field and related improvements at the Stadium, (the “Turf Project”) in order to enhance recreational opportunities available to the residents of the Park District, as more fully described in Exhibit A (the “Agreement”); and

WHEREAS, the Park District has determined that leasing the Stadium, constructing the Turf Project and operating and maintaining the Stadium for recreational purposes, is appropriate, useful and necessary in order to provide the citizens of the community with necessary recreational facilities; and

WHEREAS, pursuant to 105 ILCS 5/10-22.11(a), the School District has determined that Park District’s lease of the Stadium, construction of the Turf Project, and use and maintenance of the Stadium for recreational purposes as described in the Agreement does not interfere with the School District’s delivery of curricular and extra-curricular educational services to its students and residents, that the Stadium will not be needed during the lease term, and that construction of the Turf Project will enhance the delivery of such educational services; and

WHEREAS, the constituencies of both the School District and the Park District will be more effectively and economically served by the Park District’s lease of the Stadium and its construction and maintenance of the Turf Project on School District-owned property in accordance with the Agreement; and

WHEREAS, the initial term of the Agreement is set to expire by its terms on July 17, 2038, and the Park District and School District desire to extend the term of the Agreement for an additional fifteen (15) year period, and to amend the Agreement to reflect all agreed upon modifications.

NOW THEREFORE, IT IS HEREBY ORDAINED by the Board of Park Commissioners (“Park Board”) of the Wheaton Park District, DuPage County, Illinois as follows:

Section 1: All the foregoing recitals are hereby incorporated in and made a part of this Ordinance.

Section 2: the proposed form, terms, and provisions of the proposed first amendment to Wheaton Park District lease agreement with Wheaton-Warrenville Community Unit School District 200 (the "Amendment") as presented to the Park District Board at this meeting are hereby in all respects approved as provided herein.

Section 3: The President or Vice President and Secretary of the Park Board are hereby authorized and directed to execute the Amendment in the name of and on behalf of, the Park District, and under its corporate seal, and to deliver a copy thereof to the School District.

Section 4: this Ordinance shall be in full force and effect immediately upon its passage and approval. All prior ordinances or parts of prior ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Passed this 18th day of September, 2024, upon roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

President, Board of Park Commissioners

ATTEST:

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
) SS.
COUNTY OF DUPAGE)

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Commissioners of the Wheaton Park District, DuPage County, Illinois, and as such I am the keeper of the records and files of the Board of Park Commissioners of said Park District.

I further certify that the foregoing is a full, true and complete copy of Ordinance No. ____, titled, ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF FIRST AMENDMENT TO WHEATON PARK DISTRICT LEASE AGREEMENT WITH WHEATON-WARRENVILLE COMMUNITY UNIT SCHOOL DISTRICT 200, adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Wheaton Park District, held in Wheaton, Illinois at 5:00 p.m. on the _____th day of _____, 2024.

I do further certify that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of said Act and said Code and with all the procedural rules of the Board.

IN WITNESS WHEREOF I hereunto affix my official signature at Wheaton, Illinois, this _____th day of _____, 2024

Michael J. Benard, Board Secretary
Wheaton Park District
DuPage County, Illinois

**FIRST AMENDMENT TO WHEATON PARK DISTRICT LEASE AGREEMENT WITH WHEATON-
WARRENVILLE COMMUNITY UNIT SCHOOL DISTRICT 200**

This First Amendment (“Amendment”) is made and entered into the date set forth below, by and between Wheaton Park District, an Illinois park district and unit of local government (“Park District”), and the Board of Education of Wheaton-Warrenville Community Unit School District 200, (“School District”), and amends, in certain respects, that certain agreement entitled “Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Field Between Wheaton-Warrenville Community School District No 200 and the Wheaton Park District” with an Effective Date of July 17, 2013 (“Agreement”). Capitalized terms used but not otherwise defined herein shall have the meanings ascribed to them in the Agreement.

RECITALS

WHEREAS, Park District and the School District previously entered into an Agreement that governs, among other things, the use and maintenance of a synthetic turf field at Monroe Middle school building and surrounding campus; and

WHEREAS, the intergovernmental partnership created by the Agreement has been a success for both Parties and their respective residents, and, as a result, the Parties wish to amend certain dates and deadlines in the Agreement to extend the Term of the Lease set forth therein.

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties agree to the following:

1. **Incorporation of Recitals.** The foregoing recitals are incorporated herein by reference as though fully set forth in this Section 1.

2. **Term.** Section 1 is stricken in its entirety and hereby replaced with the following:

Term and Termination. The term of this Agreement shall be forty (40) years from the Effective Date, as defined in section VIII.O (“Term”). The School District shall not have the right to terminate this Agreement prior to the expiration of the Term except as provided in Section VIII.E. At any time, the parties may agree in writing to extend the terms of this Agreement for a specified period of time, as permitted by law.

3. **Extending Term.** All references in the Agreement of 25 years shall be changed to 40 years.

4. **Park District’s Extended Maintenance and Replacement of Turf Field.** Notwithstanding any language to the contrary, at all times during the 40 years extended Term of the Agreement, Park District shall continue to maintain the turf field including at Park District’s

sole cost replacing the turf field every 10 to 12 years from the original Effective Date of the Agreement to the end of the extended Term. All references to a one-time replacement of the turf field in the Agreement are changed to every 10 to 12 years.

5. **Counterparts.** This Amendment may be executed in counterparts, each of which shall be an original but all of which taken together shall constitute but one and the same instrument. In the event any signature is delivered by facsimile or by e-mail delivery of a scanned .pdf file, such signature shall create a valid and binding obligation of the party with the same force and effect as if the facsimile or scanned .pdf signature page were an original thereof.

6. **Entire Agreement; Modification.** All other terms and conditions contained in the Agreement remain unchanged. The Agreement and this Amendment contain all of the terms and conditions agreed upon by the parties with respect to the subject matter hereof, and no other alleged communications or agreements between the parties, written or otherwise, shall vary the terms hereof. Any modification of the Agreement or this Amendment must be in writing and signed by all parties.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date set forth below.

**WHEATON-WARRENVILLE COMMUNITY
UNIT SCHOOL DISTRICT**

By: _____

Its: _____

Date executed: _____

WHEATON PARK DISTRICT

By: _____

Its: _____

Date executed: _____

Complete
Scan + file

WHEATON PARK DISTRICT

ORDINANCE NO. 2013-03

**ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF
INTERGOVERNMENTAL AGREEMENT FOR LEASE, CONSTRUCTION,
RECREATIONAL USE AND MAINTENANCE OF SYNTHETIC TURF FIELD BETWEEN
WHEATON PARK DISTRICT AND WHEATON-WARRENVILLE COMMUNITY UNIT
SCHOOL DISTRICT 200**

* * * *

WHEREAS, the Wheaton Park District (“Park District”) is a unit of local government operating pursuant to the Illinois Park District Code, 70 ILCS 1205/1-1 et seq.; and

WHEREAS, the Board of Education of Wheaton-Warrenville Community Unit School District No. 200, DuPage County, Illinois (the “School District”) is the owner of land and improvements commonly known as the Monroe Middle School building and surrounding campus, (the “School”), which includes a football stadium (the “Stadium”), all situated within the geographical boundaries of the Park District; and

WHEREAS, the Park District desires to lease the Stadium pursuant to 70 ILCS 1205/8-16 (2013) from the School District, and construct, operate and maintain a synthetic turf sports field and related improvements at the Stadium, (the “Turf Project”) in order to enhance recreational opportunities available to the residents of the Park District; and

WHEREAS, the Park District has determined that leasing the Stadium, constructing the Turf Project and operating and maintaining the Stadium for recreational purposes, is appropriate, useful and necessary in order to provide the citizens of the community with necessary recreational facilities; and

WHEREAS, the Park District has agreed to construct and maintain the Turf Project at its cost and expense at the School in exchange for the twenty-five year leasehold interest granted hereunder and control of usage and scheduling of the Stadium as specified in the Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Field

Between Wheaton Park District and Wheaton-Warrenville Community Unit School District 200 (the "Agreement"); and

WHEREAS, pursuant to 105 ILCS 5/10-22.11(a) (2013), the School District has determined that Park District's lease of the Stadium, construction of the Turf Project, and use and maintenance of the Stadium for recreational purposes as described in the Agreement does not interfere with the School District's delivery of curricular and extra-curricular educational services to its students and residents, that the Stadium will not be needed during the lease term, and that construction of the Turf Project will enhance the delivery of such educational services; and

WHEREAS, the constituencies of both the School District and the Park District will be more effectively and economically served by the Park District's lease of the Stadium and its construction of the Turf Project on School District-owned property in accordance with the Agreement.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Park Commissioners ("Park Board") of the Wheaton Park District, DuPage County, Illinois as follows:

Section 1. All of the foregoing recitals are hereby incorporated in and made a part of this Ordinance.

Section 2. The proposed form, terms, and provisions of the "Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Field Between Wheaton Warrenville Community Unit School District No 200 and the Wheaton Park District" as set forth in Exhibit A, are approved as provided herein.

Section 3. The President or Vice President and Secretary of the Park Board are hereby authorized and directed to execute the Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Field between Wheaton Warrenville Community Unit School District No 200 and the Wheaton Park District in the name of, and on behalf of, the Park District, and under its corporate seal, and to deliver a copy thereof to the School

District.

Section 4. This Ordinance shall be in full force and effect immediately upon its passage and approval. All prior ordinances or parts of prior ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Passed this 17 day of July, 2013.

ROLL CALL VOTE:

AYES: Hodgkinson, Mee, Morrill, Schobel, Kelly

NAYS: VanderSchaaf

ABSENT: Ruettkens

John Kelly, [Vice] President
Board of Park Commissioners

Attested and filed this 17th day of July, 2013.

Michael Benard
Michael Benard, Secretary
Board of Park Commissioners

EXHIBIT A

**INTERGOVERNMENTAL AGREEMENT FOR LEASE,
CONSTRUCTION, RECREATIONAL USE AND MAINTENANCE
OF SYNTHETIC TURF FIELD BETWEEN WHEATON-WARRENVILLE COMMUNITY
UNIT SCHOOL DISTRICT NO 200 AND
WHEATON PARK DISTRICT**

CERTIFICATION

I, Michael Benard, the Secretary of the Board of Park Commissioners of the Wheaton Park District of the County of DuPage, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of an Ordinance duly adopted by its Board of Park Commissioners at a meeting duly convened and held on the 17th day of July, 2013.

SEAL


Secretary of the Board of Park Commissioners

**INTERGOVERNMENTAL AGREEMENT FOR LEASE,
CONSTRUCTION, RECREATIONAL USE AND MAINTENANCE
OF SYNTHETIC TURF FIELD BETWEEN WHEATON WARRENVILLE
COMMUNITY UNIT SCHOOL DISTRICT NO 200 AND
WHEATON PARK DISTRICT**

This Agreement is made between the Board of Education of Wheaton Warrenville Community Unit School District No. 200, DuPage County, Illinois (the "School District") and the Wheaton Park District, DuPage County, Illinois (the "Park District").

WHEREAS, Article VII, Section 10 of the Constitution of Illinois 1970, and the Intergovernmental Cooperation Act of 1973, as amended, 5 ILCS 220/1 et seq. authorize units of local government and school districts to contract among themselves and to confirm and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, the School District is the owner of land and improvements commonly known as the Monroe Middle School building and surrounding campus, (the "School"), which includes a football stadium and a softball field (the "Stadium & Field"), all situated within the geographical boundaries of the Park District; and

WHEREAS, the Park District and the School District desire that the Park District construct, maintain and utilize synthetic turf sports field(s) at the Stadium & Field, as well as related improvements and equipment (the "Turf Project"). The construction of the Turf Project at the Stadium portion of the land is anticipated to be completed by August of 2014 with a second Turf Project at the Field portion of the land at time yet to be determined and mutually agreed upon; and

WHEREAS, the Park District and School District have mutually determined that it is in the best interests of the citizens of the community for the Park District to lease the real property described in Exhibit Aa (the "Stadium & Field") in order to construct, maintain and utilize the

synthetic turf field(s) during certain hours for community recreation activities sponsored or authorized by the Park District; and

WHEREAS, the Park District has determined that leasing the Stadium & Field, constructing synthetic turf field(s) thereon and maintaining and utilizing the synthetic turf field(s) for recreational purposes, is appropriate, useful and necessary in order to provide the citizens of the community with necessary recreational facilities; and

WHEREAS, the Park District has agreed to construct and maintain the Turf Project at its cost and expense at the School in exchange for the twenty five (25) year leasehold interest granted hereunder and control of usage and scheduling of the Stadium as specified herein; and

WHEREAS, the School District has determined that the Park District's lease of the Stadium & Field to construct the Turf Project and to use the Stadium for recreational activities as described herein will not interfere with the School District's delivery of curricular and extra-curricular educational services to its students and residents, and has further determined that construction of the Turf Project will enhance the delivery of such educational services; and

WHEREAS, the constituencies of both the School District and the Park District will be more effectively and economically served by the Park District constructing the Turf Project on School District-owned property leased to the Park District.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises contained herein, the School District and the Park District agree as follows:

I. Term and Termination. The term of this Agreement shall be twenty five (25) years from the Effective Date, as defined in Section VIII.O ("Term"). The School District shall not have the right to terminate this Agreement prior to the expiration of the Term except as provided in Section VIII.E. At any time, the parties may agree in writing to extend the terms of this Agreement for a specified period of time, as permitted by law.

II. Rent. Unless otherwise expressly provided, no payments in the nature of rent or payment for services rendered shall be due either party. The Park District's construction of the Turf Project and the mutual covenants contained in this Agreement are sufficient consideration for the Park District's interest granted under this Agreement.

III. Construction Costs and Management.

A. The Park District has agreed to construct, maintain and replace, as may be necessary, the Turf Project at its sole cost and expense at the School in exchange for the twenty five (25) year leasehold interest granted hereunder and control of usage and scheduling of the Stadium as specified herein

B. Review of Plans. Upon receipt of initial plans and specifications for the Project, including any drafts of such plans and specifications, the Park District shall promptly deliver such documents to the School District for its review. If the School District believes that the plans and specifications are not consistent with the scope of the Project and/or this Agreement, the School District shall provide written notice to the Park District of that concern within seven days after the School District's receipt of the plans and specifications. Promptly after the Park District's receipt of the School District's written notice, representatives of the Park District and School District shall meet and confer to address and resolve the concern set forth in the School District's written notice. If the Park District and School District are unable to resolve the concern set forth in the School District's written notice. The Park District shall notify in writing the School District within seven days after receipt of the School District's written notice of its decision to terminate the Agreement. In the event the Agreement is so terminated, the School District shall reimburse the Park District for one half of the Park District's actual design costs reasonably incurred through the date of pre-construction termination or ten thousand dollars (\$10,000.00), whichever amount is less.

C. Contract Administration. The Park District shall administer the contracts in good faith and in accordance with the contract documents for the Turf Project. Before commencement of any work or delivery of any materials onto the School site, the Park District shall furnish the School District with final plans and specifications, names and addresses of contractors, copies of

contracts, necessary permits and indemnification in form and amounts satisfactory to the School District and waivers of lien against any and all claims, costs, damages, liabilities and expenses which may arise in connection with the additions, alterations, changes and improvements.

Before commencing any work by an outside contractor, the Park District shall furnish the School District with general comprehensive liability insurance. The coverage and limits under the policies of insurance shall name the School District, its agents, officers and employees, their successors and assigns, as additional insureds. Additionally, the Park District shall cause its contractors and subcontractors to furnish the School District with certificates of insurance from all outside contractors performing labor or furnishing materials that insure the School District against any and all liabilities which may arise out of or be connected in any way with said additions, alterations, changes and improvements and the potential damage to the School site and site improvements and landscaping. Contractor insurance coverage language is attached hereto as Exhibit D.

The construction schedule(s) will be subject to mutual agreement by the Park District and the School District. The School District's approval of the construction schedule(s) shall not be unreasonably withheld.

D. Change Orders. During the course of construction of the Turf Project, certain alterations, modifications and resulting change orders from the final plans and specifications may be required. The Park District in consultation with the School District shall have sole discretion related to the approval or denial of change orders, not exceeding five (5) percent of the aggregate Turf Project cost. Any change order which increases or reduces the Turf Project cost beyond this five (5) percent figure must be mutually agreed to by the Park District and School District. The School District's approval of any such change order shall not be withheld.

IV. Additional Costs.

A. Operational Costs. The Park District shall be solely responsible for the Turf Project's operational costs, which include costs for turf maintenance of the Turf Project and the initial replacement of the turf field, if required.

B. Determination of Need to Replace Turf. The parties acknowledge that the turf will likely need to be replaced approximately 10-12 years after Turf Project construction completion. In the event the turf field(s) requires replacement during the Term of this Agreement, the Park District shall bear the sole cost and obligation of such replacement one time during the term of this Agreement. If the Agreement is terminated for any reason by the Park District (excepting Park District termination for a default by the School District under this Agreement), or as a result of the Park District's refusal to undertake the one-time replacement of the initial turf field installation at its sole cost described above, the Park District agrees that it shall, at the School District's option and election, pay the cost of removing the original turf field installation and returning the field to its original condition as a grass surface in accordance with the steps outlined in Exhibit E "Restoration Scope" attached hereto and incorporated herein by reference.

C. End of Term Restoration. At the end of the 25 year term, the Park District and the School District shall share equally in all costs incurred to remove the turf field and all related structures and materials and re-seed the affected area in accordance with the steps outlined in Exhibit E "Restoration Scope" attached hereto and incorporated herein by reference.

D. Grant Funding. The Park District acknowledges and agrees that it shall not apply for or utilize the proceeds of any federal or state grant in connection with the construction of any improvements to the Stadium which may restrict the School District's future use or disposition of the School property, without the express written consent of the School District.

V. Lease Granted; Use of Stadium.

A. Lease Granted

The School District hereby finds and determines that the Stadium & Field is not needed for School District purposes during the term of this lease, except as specified in Section V.B. The School District hereby leases to the Park District and Park District hereby accepts the Stadium & Field premises as described in Exhibit Aa.

B. Stadium Use.

1. Facility Use. Park District shall have sole and exclusive occupancy and possession from the Effective Date through the term of this Agreement, except as otherwise provided herein. The Park District may allow third party use of the synthetic turf fields at such time and on such conditions as it may permit, including but not limited to the Park District's affiliates. The School District will be allowed to use the synthetic turf fields for Monroe Middle School physical education classes and after school sports associated with Monroe Middle School during the regular school year (approximately 8:30 a.m. to 6:00 p.m., Monday through Friday), excluding summer school and all school holidays and vacations, and at such other times as are set forth in a "Master Use Schedule", each year that the Agreement is in effect. The Master Use Schedule for the first year of this Agreement is attached hereto as Exhibit B. The Park District shall be entitled to modes of ingress and egress to and from the Stadium during those times for the purpose of accessing the Stadium.

2. Compliance with Law and School District Policies. The Park District agrees that it shall conduct its activities in accordance with the Illinois Park District Code. The Park District will abide by and enforce the School District's policies and regulations as approved from time to time by the School District's Board, so long as such School District policies and regulations are consistent with this Agreement and do not interfere with the Park District's use and enjoyment of the synthetic turf fields. Similarly, the Park District's use and enjoyment of the synthetic turf fields shall not unreasonably interfere with the School District's educational programs at Monroe Middle School. The School District acknowledges that customary recreational use of the synthetic turf does not constitute interference with the School District's educational programs at Monroe Middle School. Neither party's users shall wear steel cleats and shall not utilize any sharp objects at the synthetic turf fields that adversely affect the turf or the track at the Stadium.

VI. General Use Provisions.

A. Supervision. Neither party shall have any responsibility whatsoever for supervising the other's programs, use of the synthetic turf fields, or supervising the other party's employees, volunteers, participants and/or agents. Each party shall be solely responsible, at its own expense, for providing adequate adult supervision at all times in connection with its use of the synthetic turf fields. Neither party shall be responsible in any way for employment of personnel to implement or supervise the other party's programs at the synthetic turf fields. Each party acknowledges and assumes complete responsibility for its staff or volunteers used to properly and adequately supervise its activities hereunder.

B. Representation of Programs. Each party shall represent its programs as its own programs and at no time shall represent any sponsorship or other involvement by the other party.

VII. Insurance and Indemnification.

A. Insurance. Each party, at its sole cost and expense, shall keep in full force and effect at all times during the term of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with this Agreement. Each party shall provide coverage that is at least as broad as:

1. Comprehensive general public liability insurance, including contractual liability coverages, and such other types of insurance in such amounts and with such A-rated companies as are reasonably acceptable to the School District and the Park District, but, in any event, no less than \$1,000,000.00 per occurrence and \$10,000,000.00 aggregate and an umbrella policy no less than \$3,000,000.00. Such insurance shall be evidenced by annually providing to the other party copies of the policies and/or certificates of insurance, naming the other party, its board, board members, employees and agents as an additional insured and providing that the insurance may not be modified, terminated, cancelled or non-renewed without at least 30 days advanced written notice by certified mail, return receipt requested, to the other party.

2. Casualty insurance in the amount of the full replacement cost of the party's property and betterments (including alterations or additions performed by a party to its property), which insurance shall include an agreed amount endorsement waiving coinsurance limitations.

3. Each party shall keep and maintain Workers' Compensation Insurance covering all costs, statutory benefits and liabilities under State Workers' Compensation and similar laws for their respective employees. Any employee claim related to this Agreement will be the responsibility of the party employer and the other party shall have

no obligation whatsoever to provide workers' compensation for the other party's employees.

The Park District's participation in a risk management pool that provides coverage in the amounts specified in this Section VII shall constitute an acceptable substitute for the insurance coverages required herein, provided that the Park District furnishes the School District written evidence of its participation.

B. Indemnification. To the extent permitted by law, the School District and the Park District each agree to mutually indemnify, defend and hold harmless the other party and their respective board members, officers, employees, agents and successors from all claims, causes of action, liability, damages, whether to person (including death) or property, costs (including reasonable attorneys' fees) and losses (collectively "Loss") where and to the extent the Loss arises out of the acts or omissions of the indemnifying party.

C. No Waiver of Tort Immunity Defenses. Nothing contained in this Section VII or in any other provision of this Agreement, is intended to constitute nor shall constitute a waiver of the defenses available to the parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, with respect to claims by third parties.

VIII. Miscellaneous Provisions.

A. No Assignment. No party may assign any rights or duties under this Agreement without the prior express written consent of the other party.

B. Successors. This Agreement shall be binding upon the successors of the parties' respective governing boards.

C. Relationship of the Parties; No Third Party Beneficiaries. Nothing in this Agreement shall be construed to consider any party or its respective employees, volunteers or agents as the agents or employees of any other party. Nothing contained in or done pursuant to

this Agreement shall be construed as creating a partnership, agency, joint employer or joint venture relationship between the School District and the Park District. Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the School District and/or Park District.

D. Entire Agreement. This Agreement shall constitute the entire agreement of the parties with respect to the matters contained in this Agreement and this Agreement supersedes any and all prior agreements and understandings, whether written or oral, formal or informal.

E. Default and Termination. In the event that one party believes the other to be in material default under this Agreement, the non-defaulting party, acting through its chief administrator, shall notify the defaulting party in writing and allow the defaulting party 30 days from the date of receipt of notice to cure the default. If the default is not then cured, the non-defaulting party may terminate the Agreement by serving written notice on the defaulting party and termination of the Agreement shall take effect 30 days after receipt of the notice by the party in default. In the event of termination, the School District may be required to reimburse the Park District for its contribution to the project as follows:

1. For a termination of this Agreement not resulting from a material default by the Park District, the School District shall pay to the Park District a sum equal to the total cost of design and construction reduced on the basis of a 12 year straight line depreciation of said amount from the construction completion date until the date of termination as its contribution to the cost of the remaining life of the Turf field.

2. For a termination of this Agreement resulting from a material default by the Park District, the School District shall not owe the Park District any termination payment.

3. For a termination of this Agreement resulting from a voluntary decision by the Park District to so terminate, or the Park District's refusal to undertake a replacement of the initial turf field installation at its sole cost during the term of this Agreement pursuant to Section IV B above, the School District shall not owe the Park District any termination payment; however, the Park District agrees that it shall, at the School District's option and election, pay the cost of removing the original turf field installation and returning the field to its original condition as a grass surface, as noted in Section IV.B. above. In addition, the School District specifically reserves the right to terminate this Agreement upon not less than one calendar year prior written notice to the Park District, if the School District determines in its sole discretion, that the School is no longer required for school purposes and should be sold, provided the School District pays to the Park District a sum equal to the amount set forth in subparagraph 1 above, as may be applicable. Prior to exercising its right to terminate under this subsection, the School District's Board of Education shall adopt a resolution or ordinance setting forth its determination that the School is no longer required for school purposes and should be sold. Termination shall not occur unless and until closing on the School District's sale of the School.

F. Notices. Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid or by a national overnight courier, addressed:

If to the School District, to:

130 West Park Avenue
Wheaton, Illinois 60189
Phone: (630) 682-2000
Fax: (630) 682-2227
Attn: Superintendent

If to the Park District, to:
Wheaton Park District
102 E. Wesley Street
Wheaton, Illinois 60187
Attn: Executive Director

G. Amendments. This Agreement may not be amended except by means of a written document signed by authorized representatives of both of the parties.

H. Compliance with Law. The parties shall comply with all applicable local, county, State and federal laws and regulations, including without limitation those regarding the provision of education services and facilities and student confidentiality.

I. Taxes. If the Stadium & Field, or any part thereof, is determined to be used for non-exempt purposes and becomes subject to taxation as a result of the Park District's permitted use thereof, the Park District shall be responsible for the payment of any real estate or leasehold taxes assessed as a result of such permitted use, and said taxes shall constitute an additional obligation due hereunder and shall be payable by the Park District at the time said taxes are due. The School District and the Park District shall each have the right to challenge, at their own expense, any loss of tax exempt status of the Stadium & Field.

J. Authority to Execute. The parties warrant and represent that the persons executing this Agreement on their behalf have been properly authorized to do so.

K. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation,

under this Agreement falls on a Saturday, Sunday, federal, State or School District holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, federal, State or School District holiday.

L. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Illinois.

M. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

N. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute an original, but altogether shall constitute one and the same Agreement.

O. Effective Date. This Agreement shall be deemed dated and become effective on the date the last of the parties' signs as set forth below the signature of their duly authorized representatives.

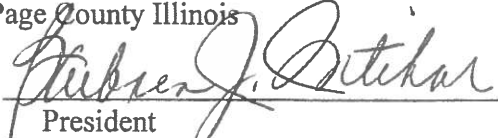
**BOARD OF COMMISSIONERS
WHEATON PARK DISTRICT**
DuPage County, Illinois

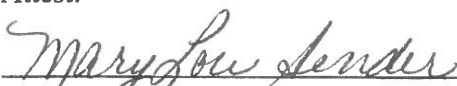
By: 
President

Attest: 

Dated: July 17, 2013

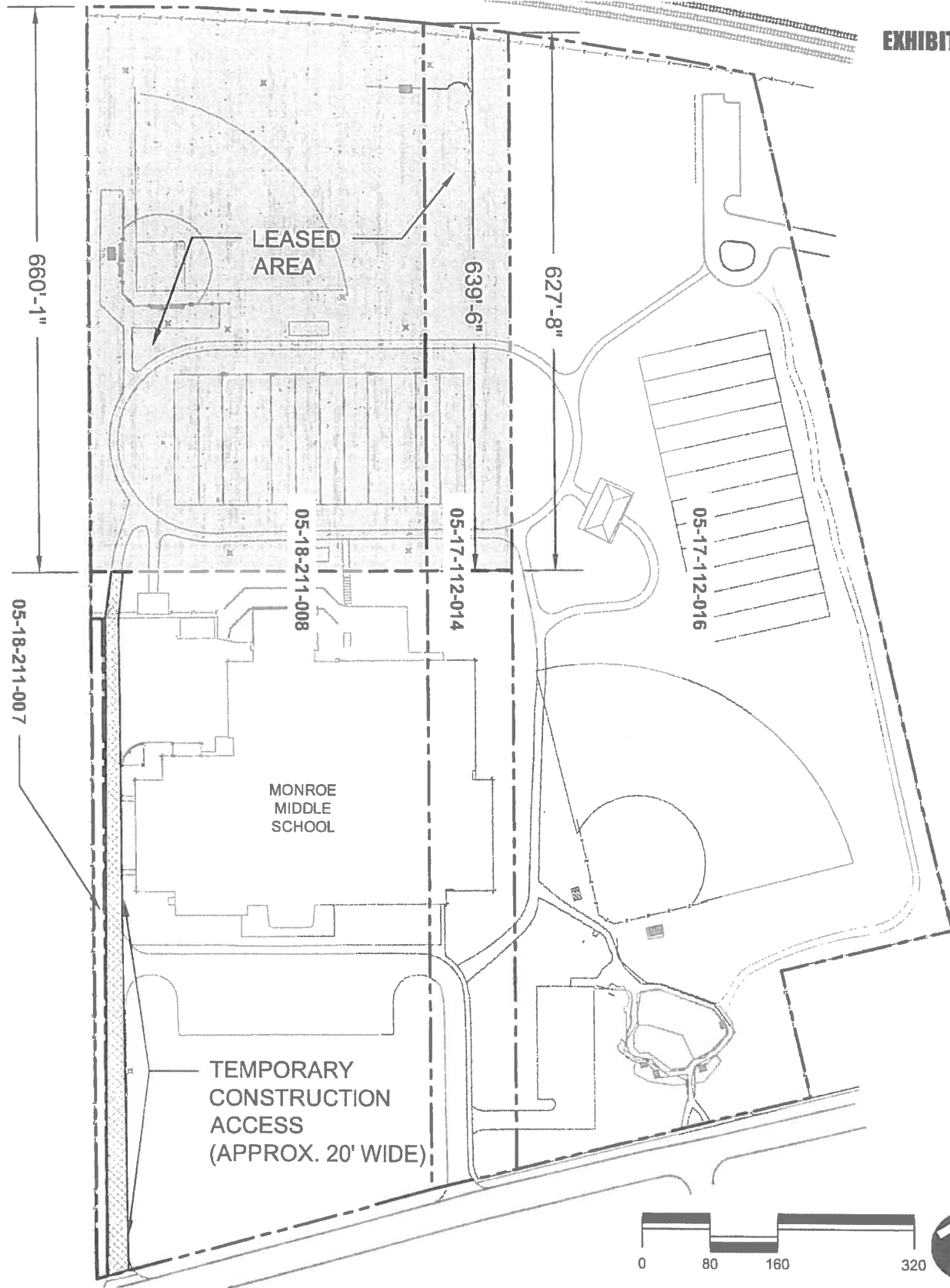
**WHEATON WARRENVILLE
COMMUNITY UNIT SCHOOL
DISTRICT NO 200**

DuPage County Illinois
By: 
President

Attest: 

Dated: July 17, 2013

EXHIBIT Aa
STADIUM AND FIELD DESCRIPTION AND PIN NUMBERS



**WHEATON
PARK DISTRICT**

102 E. WESLEY WHEATON, IL 60107
(630) 965-0710

GRAF PARK & MONROE MIDDLE SCHOOL

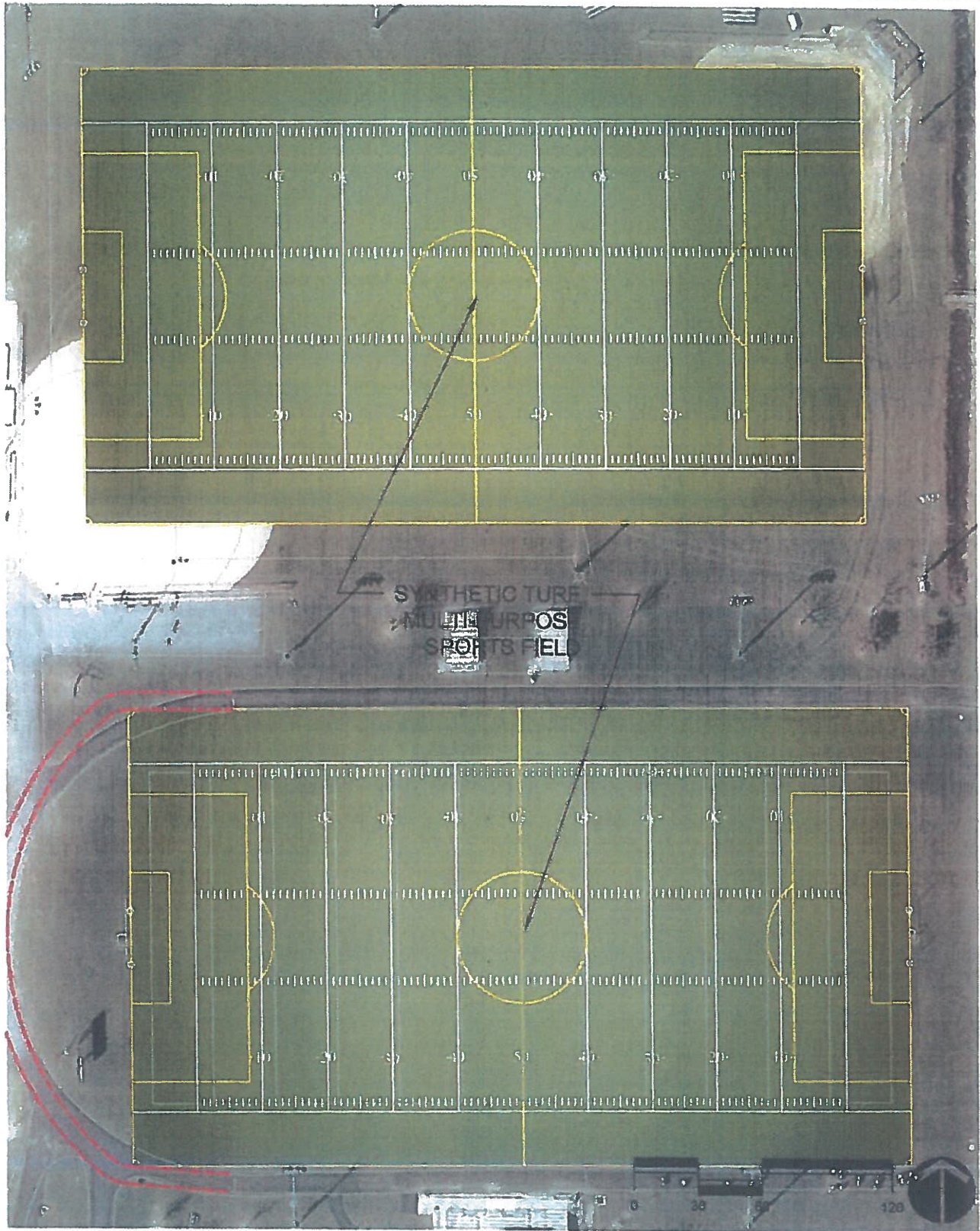
SYNTHETIC TURF LEASED AREA

1

Sheet 1 of 1

Drawn by: SMH	revised by: SMH
date: 3/78	date: 5/5/14
checked by:	revised by:
date:	date:
<small>© 2013 Wheaton Park District. All rights reserved. No part of this document may be reproduced without the written permission of the Wheaton Park District.</small>	

EXHIBIT B
PROJECT RENDERING



SYNTHETIC TURF
MULTI-PURPOSE
SPORTS FIELD



**WHEATON
PARK DISTRICT**
102 E. WENLEY WHEATON IL, 60187
(630) 865-4710

**GRAF PARK & MONROE MIDDLE SCHOOL
SYNTHETIC TURF FIELD
FIELD PLAN**

1 Sheet 1 of 1

drawn by date	revised by date
checked by date	revised by date
file name: graf-park-mono-rtb.dwg www.park-district.com	revised by date

EXHIBIT C
MASTER USE SCHEDULE

1. The Wheaton Park District shall have control of use and scheduling of the Turf Field(s) and ancillary Stadium elements.

2. The School District shall not have the use of the Turf Field(s) for non-Monroe Middle School extra-curricular games and practices except upon the prior approval of the Park District's athletic director.

EXHIBIT D
CONTRACTOR INSURANCE REQUIREMENTS

Exhibit D

CONTRACTOR'S INSURANCE REQUIREMENTS. Contractor shall procure and maintain for the duration of the contract, insurance against claims for death, injuries, sickness to persons, or damages to property which may arise from or in connection with the performance of work hereunder by the Contractor, his agents, representatives, employees or subcontractors, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, of the types and in the amounts listed below.

§11.1.1 Commercial General and Umbrella Liability Insurance. Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location. CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Owner and Architect shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Owner and Architect. . There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, or underground property damage.

§11.1.2 Continuing Completed Operations Liability Insurance. Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each occurrence for at least three years following substantial completion of the work. Continuing CGL insurance shall be written on ISO occurrence form CG 00 01, or substitute form providing equivalent coverage, and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract. Continuing CGL insurance shall have a products-completed operations aggregate of at least two times its each occurrence limit. Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

§11.1.3 Business Auto and Umbrella Liability Insurance. Contractor shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos. Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

§11.1.4 Workers Compensation Insurance. Contractor shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease. If Owner has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 10 under the Commercial General and Umbrella Liability Insurance required in this Contract, the Contractor waives all rights against Owner and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Contractors work.

§11.1.5 Contractor's Obligation to Insure for Bodily Injury Claims. In addition to the above, the Owner will require all Contractor's to purchase insurance to cover claims and expenses asserted against Architect, its employees and consultants for bodily injury, sickness, disease, or death cause by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable.

§11.1.6 General Insurance Provisions

.1 Evidence of Insurance Prior to beginning work, Contractor shall furnish Owner with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. All certificates shall provide for 30 days written notice to Owner prior to the cancellation or material change of any insurance referred to therein. Written notice to Owner shall be by certified mail, return receipt requested. Failure of Owner to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. Owner shall have the right, but not the obligation, of prohibiting Contractor or any subcontractor from entering the project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Owner. Failure to maintain the required insurance may result in termination of this Contract at Owner's option. With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Owner whenever requested. Contractor shall provide certified copies of all insurance policies required above within 10 days of Owner's written request for said copies.

. 2 Acceptability of Insurers. For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Bests Key Rating Guide. If the Bests rating is less than A VII or a Best's rating is not obtained, the Owner has the right to reject insurance written by an insurer it deems unacceptable.

.3 Cross-Liability Coverage. If Contractor's liability policies do not contain the standard ISO separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

.4 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to the Owner. At the option of the Owner, the Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Owner, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

.5 Subcontractors. Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of the type specified above. When requested by the Owner, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

§11.2 PERFORMANCE AND PAYMENT BONDS

§ 11.2.1 The Contractor shall deposit with the Owner before commencing any Work an *AIA A312-2010 Performance Bond and Payment Bond* for 110% of the Contract Sum, guaranteeing the faithful performance of the work in accordance with the Contract, the payment of all indebtedness incurred for labor and materials, payment of the prevailing wage in accordance with paragraph 13.8.1, and guarantee correction of work for a period of one (1) year after final payment. The Surety must be approved by the Owner, and be licensed to conduct business in the State of Illinois and be named in the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U.S. Treasury.

§ 11.2.2 The Contractor and all subcontractors shall name the Owner as an obligee on all bonds.

§ 11.3 PROPERTY INSURANCE

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance in the amount of the initial Contract Sum as well as subsequent modifications thereto for the entire Work at the site on a replacement cost basis without voluntary deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Paragraph 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Paragraph 11.3 to be covered, whichever is

earlier. This insurance shall include the respective interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Work.

§ 11.3.1.1 Property insurance shall be on a course of construction policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, false work, windstorm, testing and start-up, temporary buildings and debris removal, including demolition, and shall cover reasonable compensation for the Architect's, any of the Owner's Consultant's services and expenses required as a result of such insured loss. Owner shall not be required to provide coverage for other perils unless otherwise provided in the Contract Documents. Property insurance provided by the Owner shall not cover Contractor's, Subcontractor's or Sub-subcontractor's liability or any tools, apparatus, machinery, scaffolding, hoists, forms, staging, shoring or other similar items commonly referred to as construction equipment, which may be on the site and the capital value of which is not included in the Work. The Contractor shall make his own arrangements for any insurance he may require on such construction equipment.

§ 11.3.1. The Contractor shall effect insurance which will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work.

§ 11.3.1.3 If the property insurance requires minimum deductibles and such deductibles are identified in the Contract Documents, the Contractor shall pay costs not covered because of deductibles. If the Owner or insurer increases the required minimum deductibles above the amounts so identified or if the Owner elects to purchase this insurance with voluntary deductible amounts, the Owner shall be responsible for payment of the additional costs not covered because of such increased or voluntary deductibles. If deductibles are not identified in the Contract Documents, the Owner shall pay costs not covered because of deductibles.

§ 11.3.1.4 Unless otherwise provided in the Contract Documents, this property insurance shall cover portions of the Work stored off the site and paid for by Owner after written approval of the Owner at the value established in the approval, and also portions of the Work in transit and paid for by Owner.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.2 BOILER AND MACHINERY INSURANCE

The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor Subcontractors and Sub-subcontractors in the Work, and the Owner and the Contractor shall be named insureds.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

§11.3.11 Notwithstanding any provision contained in Section 11.3 including paragraphs 11.3.1 through and including 11.3.11, the Owner's obligation to purchase insurance shall herein be deemed satisfied by the Owner's membership in a self-insured risk management agency or pool. The Contractor agrees that any obligation the Owner has to purchase property insurance shall be satisfied by the Owner's membership in a self-insured risk management agency or pool. The Contractor further agrees that it will only have rights allowable to it under any coverage provided through the Owner's membership in a self-insured risk management agency or pool.

EXHIBIT E
RESTORATION SCOPE

- Removal of Turf/rubber piles, stone (top 4" of material only)
- Haul-off & Disposal
- Topsoil import
- Topsoil re-spread and seed

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Community Center Parking Lot – EV Charging

DATE: September 18, 2024



SUMMARY:

The recent construction of the Community Center parking lot included installation of four EV chargers. Per direction provided in Change Order 3, Tesla’s level 2 Universal chargers were installed and have been operational for several weeks.

Currently there is no cost for charging like many public charging stations in the area (see attached summary). The Tesla app that these units operate through allows us to require a fee for charging. To do this we would need to accept their customer billing services agreement which includes a \$0.01 per kWh fee for this service in addition to whatever we determine an appropriate rate is.

PREVIOUS COMMITTEE/BOARD ACTION:

Change Order 3 was approved by the board of commissioners in April 2024 providing direction to install the Tesla chargers.

REVENUE OR FUNDING IMPLICATIONS:

As noted previously, the cost of electricity to the four charging stations if they were all used during our operating hours is estimated at less than \$30/day at current rates. A more likely cost would be half of this amount. These calculations are provided in the attached correspondence with our engineer.

Our cost of electricity varies, but on average is \$0.113 per kWh. With an average vehicle drawing 7.2 kW, this would equate to just over \$0.80 cents per hour when someone is parked and charging.

Reviewing websites used to locate area chargers, of those within 5 miles of Wheaton approximately 44% assess a fee and approximately 56% across DuPage County. Of those that assess a fee, the cost ranges from \$0.20 - \$0.49 per kWh with an average of \$0.32 per kWh.

STAKEHOLDER PROCESS:

Staff at the Community Center have received several comments indicating that those using the chargers should be required to pay for this service.

LEGAL REVIEW:

N/A

ATTACHMENTS:

Tesla Wall Connector Customer Billing Services Agreement

Data related to fees assessed in our area

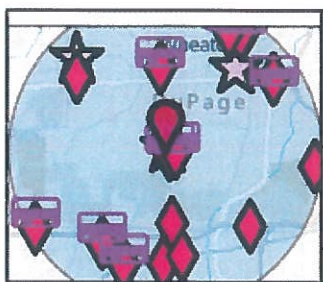
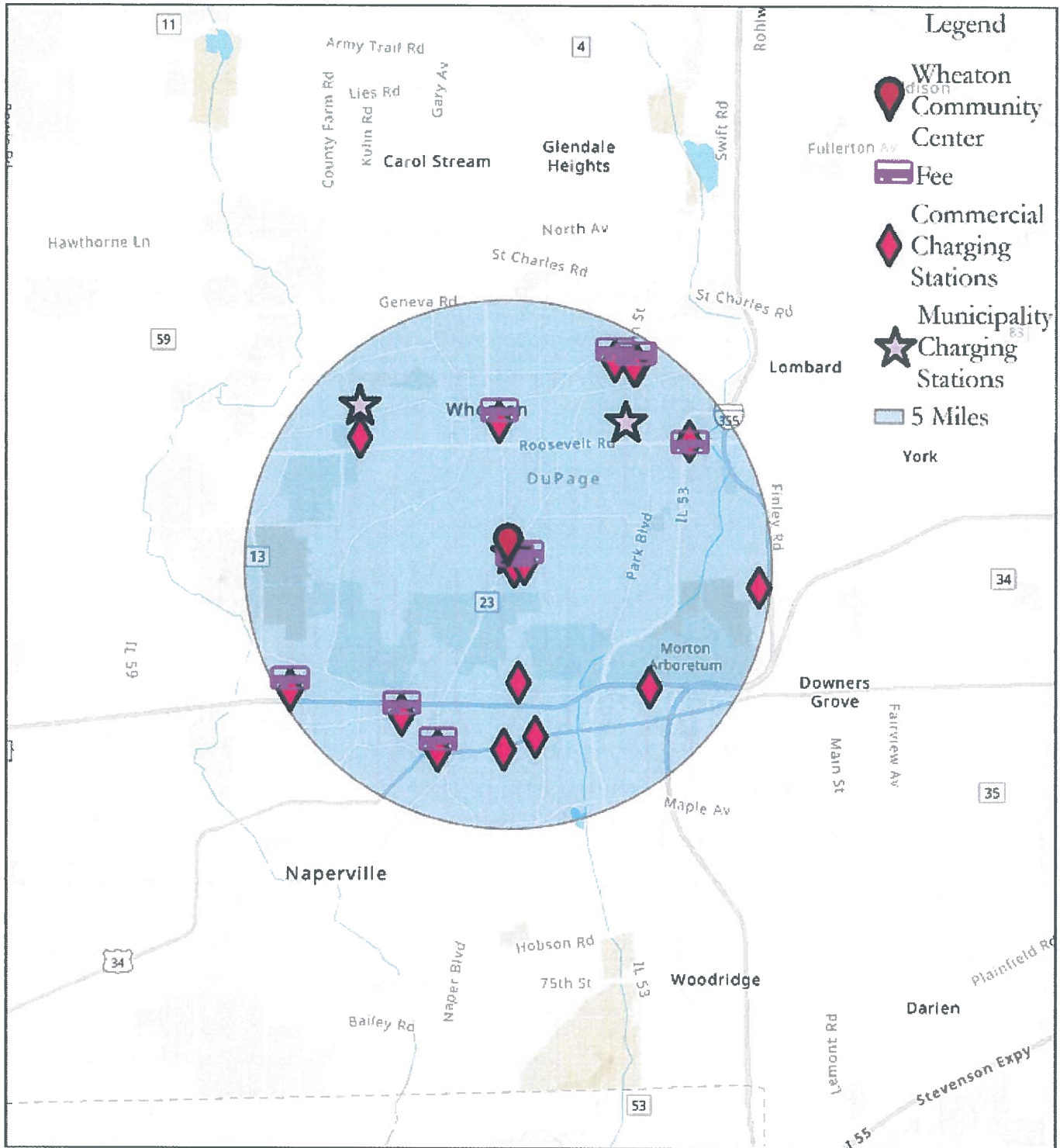
Wight Correspondence regarding EV options and costs

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff seeks the Wheaton Park District Board of Commissioners direction on implementing a fee for the charging stations at the Community Center of \$0.35 per kWh.



EV Charging Stations Within a 5-Mile Radius of the Wheaton Community Center

City of Wheaton, County of DuPage, Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS, Esri, NASA, NGA, USGS, City of Wheaton, County of DuPage, Esri, TomTom, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA, USFWS

2024



DuPage County Communities

City	Level 2	% Assess Fee
Wheaton	2	0%
Addison	11	73%
Bloomingtondale	4	100%
Carol Stream	2	100%
Downers Grove	21	81%
Elmhurst	17	35%
Glen Ellyn	16	50%
Glendale Heights	2	100%
Lombard	16	50%
Naperville	63	19%
Oak Brook	40	15%
Villa Park	0	100%
Willowbrook	5	0%
Total	199	Avg. 56%

RE: Wheaton CC - EV Chargers



Benson, Shawn <sbenson@wightco.com>

To Steve Hinchee

Cc Rob Spert; Evans, David



Thu 3/7/2024 12:47 PM

There will be a lot of assumptions in the calculation. Level 2 charger power range from 3 kW to 22 kW, the best source I can find is from EERE stats "Most electric vehicles charging at home on a 240-volt level 2 charger will draw about 7,200 watts or less." (<https://www.energy.gov/eere/vehicles/articles/fact-995-september-18-2017-electric-vehicle-charging-home-typically-draws#:~:text=Most%20electric%20vehicles%20charging%20at,water%20heater%20uses%204%2C500%20watts.>)

$7.2 \text{ kW} \times 4 \times 9 \text{ hr/day} \times 0.1132 \text{ \$/kWh} \times 365 \text{ days/yr} = \$10709.6 / \text{year}$

But of course this is a very ideal calculation, meaning the charger is working all the time, which is not true. Most people will just leave the car there, they will not move their car right after it's fully charged and plug a new car into it.

So here is another more realistic calculation.

Tesla Model 3 capacity is 57.5 kWh. Assuming on average 4 model 3 arrive the charging station with half battery, and they will park in the charging spot for full day. The calculation becomes:

$57.5 \text{ kWh} \times 0.5 \times 4 \times 365 \text{ days/yr} \times 0.1132 \text{ \$/kWh} = \$4751.57 / \text{year}$

This result is heavily dependent on occupancy behavior.

Shawn Benson, PE, LEED AP
Director of Land Development

Wight & Company

2500 North Frontage Road

Darien, IL 60561

630.969.7000 | d 630.739.6943 | m 630.442.2887 | f 630.969.7979

www.wightco.com



Wight

1939-2024



WALL CONNECTOR CUSTOMER BILLING SERVICES AGREEMENT (US)

This WALL CONNECTOR CUSTOMER BILLING SERVICES AGREEMENT (this “Agreement”) is entered into by the parties below (each, a “Party” and together the “Parties”) as of the date signed by Tesla (the “Effective Date” and is comprised of (i) the Key Terms (the “Key Terms”), and (ii) the terms and conditions attached as Schedule 1.

Key Terms			
These Key Terms set out the scope of this Agreement and certain key terms.			
Parties:			
Tesla:	Tesla, Inc. (“Tesla”) 1 Tesla Road Austin, TX 78725	Company:	Wheaton Park District a Wholesale organized under the laws of IL
Notice Email Address:	Destinationcharging@tesla.com	Notice Email Address:	rsperl@wheatonparks.org
Equipment:	Tesla Wall Connectors, purchased by Company and identified at any given time in Company’s Tesla for Business Account (“ <u>Tesla Account</u> ”). Wall Connectors identified in Company’s Tesla Account are listed by serial number and may be added or removed from time to time. Company acknowledges and agrees that Wall Connectors added to Company’s Tesla Account at a later date will be subject to this Agreement.		
Equipment Location:	1777 S. Blanchard Rd, Wheaton, Illinois 60189		
Billing Services:			
Billing Services Term:	The initial term is two (2) calendar years from the Effective Date and shall automatically renew for successive periods of one (1) year (the “ <u>Billing Services Term</u> ”), unless earlier terminated in accordance with this Agreement.		
Billing Services Fee:	US \$0.01 per kWh (rounded down to the nearest cent).		
Invoice Timing:	Within 30 days after the end of each calendar year during the Billing Services Term.		
Payment Details:			
Payment Terms:	Billing Services Fee due Net-30 days from the date of invoice.		
Attachments:			
Schedule 1:	Standard Terms & Conditions		
Special Terms & Conditions:			
[None]			

EXECUTED by the Parties on the Effective Date.

Wheaton Park District

To be electronically Accepted.

By clicking "Accept", Company agrees to this Wall Connector Customer Billing Services Agreement, including the Attachments.

TESLA, INC.

George Bahadue

(SIGNATURE)

George Bahadue

(PRINT NAME)

Sr. Manager, Site Acquisition and Business Development

(PRINT TITLE)

Schedule 1
Standard Terms & Conditions

1. **Billing Services; Billing Services Term.** Tesla shall enable Tesla's customer billing services on the Equipment at the Equipment Location to permit pay-per-use charging of the Equipment owned by Company (the "Billing Services"). Tesla shall charge customers directly for charging sessions using the Equipment at the Equipment Location and remit to Company payments received by Tesla from customers in accordance with Sections 4 and 5.
2. **Customer Pricing.** Company shall specify the pricing rate it wishes to charge customers for use of a Wall Connector to charge an electric vehicle in Company's Tesla Account. The pricing unit, however, shall be set by Tesla as an amount of money per kWh of energy delivered to the vehicle. If Company wishes to adjust the pricing rate at a later date, Company shall do so in Company's Tesla Account.
3. **Customer Accounts and Customer Service.** Tesla shall provide a method for Company's customers to create an account with Tesla for billing and payment. Tesla shall charge Company's customers through such account and may do so either on a per transaction or periodic basis, as determined by Tesla in its sole discretion.
4. **Customer Billing Statements.** After the end of each calendar quarter of the Billing Services Term, Tesla shall deliver to Company a customer billing statement ("Customer Billing Statement") for Equipment at the Equipment Location. Each Customer Billing Statement will indicate the aggregate number of charge sessions recorded at the Equipment Location, the amount of electricity consumed in each charge session, the duration of each charge session if customer billing is on a per minute or hour basis, the unit price and the amount billed to the customer for each charge session, Tesla's Billing Services Fee earned from Company during the quarter for the Customer Billing Service, and the total amount that Tesla will remit to Company for the Equipment Location. Any customer information provided to Company will be anonymized and limited to the extent necessary to comply with Tesla's privacy policy.
5. **Remittance and Objections.** If Company objects to a Customer Billing Statement, Company shall provide notice of such objection within thirty (30) days of the applicable Customer Billing Statement date. A Customer Billing Statement is deemed accepted if Company does not object in accordance with the foregoing. If Company accepts the Customer Billing Statement or fails to object within the time period specified in this Section 5, Tesla shall remit to Company the amount indicated in the Billing Statement within thirty (30) days after such acceptance. Notwithstanding anything to the contrary herein, Tesla reserves the right, in its sole discretion, to set-off any undisputed amounts owed by Company that Company has failed to timely pay as provided in Section 6.
6. **Price; Invoicing; Payment.** As compensation for Tesla's performance of its Billing Services obligations under this Agreement, Company shall pay to Tesla the Billing Services Fee referenced in the Key Terms for all Company Billing Statements as described under Sections 4 and 5. Tesla shall send all Billing Services Fees invoices by electronic mail to the address of Company shown in the Key Terms. Company shall pay any undisputed invoices in accordance with the Payment Terms by wire transfer or, if other than wire transfer, other electronic means approved by Tesla. Company shall notify Tesla of any invoice dispute by providing notice within thirty (30) days of the due date for the Billing Services Fee and including substantiating documentation.
7. **Taxes.** Company shall be responsible for any taxes arising from or relating to amounts payable by Company to Tesla under this Agreement. Where required by law, unless Company furnishes to Tesla lawful evidence of exemption, Tesla will invoice Company for the amount of any such tax and remit such amount to the applicable taxing authority. If Company is required by law to deduct or withhold any amount of tax from a payment to Tesla, Company shall (a) promptly remit such amount to the applicable taxing authority and provide Tesla with a receipt for such remittance and (b) increase the amount of its payment to Tesla by the amount necessary to ensure Tesla receives the full amount which it would have received if no deduction or withholding had been made.
8. **Late Payments.** Company shall pay interest on late payments at the lesser of the rate of 2.0% per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. Company shall reimburse Tesla for all costs incurred in collecting any late payments, including legal fees and costs.
9. **No Set-off Right.** Except as provided in Section 5, any claim for money due or to become due from a Party under this Agreement shall not be subject to deduction or set-off by such Party against any amount due or to become due to such Party from the other Party or its Affiliates, whether relating to a claim under this Agreement or relating to any other transaction.

10. Remote Connection; Monitoring.

- (a) Company acknowledges and agrees that it is required to maintain a wired or wireless communication pathway between Tesla's servers and the Equipment. Additionally, Company acknowledges and agrees that charging will only be made available to Company's guests, customers or residents that have cellular connectivity or wireless connections on their phones and that Company may need to provide a wireless connection to its guests, customers or residents to enable charging sessions. Accordingly, Tesla shall not be liable under this Agreement for unavailability of charging sessions to Company's guests, customers or residents.
- (b) Company hereby grants the following rights to Tesla and its agents, employees and subcontractors, and agrees to ensure that such rights are not interfered with by any third party (including, without limitation, the owner or lessee of the Equipment Location, if different from Company):
 - i. The ability to remotely monitor the operation and overall performance of the Equipment and provide remote firmware and software upgrades to the Equipment. To facilitate such remote monitoring, Company shall maintain a wired or wireless communication pathway between Tesla's servers and the Equipment at its sole cost and expense.
 - ii. Company further acknowledges that a wired or wireless communication pathway between Tesla's servers and the Equipment is absolutely necessary to permit pay-per-use charging and Tesla's provision of Billing Services as contemplated by this Agreement, and Company shall be obligated to maintain and restore the wired or wireless communication. If Company does not maintain a wired or wireless communication pathway or that connection is unavailable for any reason, Tesla will not be able to record the charging session. As such, Company will not be compensated for any charging sessions that are not recorded for this reason, nor will Tesla be liable to Company for any other compensation under this Agreement for such sessions.

11. Services Standard.

- (a) Tesla will perform Billing Services in a good and workmanlike manner.
- (b) TESLA MAKES NO WARRANTIES OR GUARANTEES WITH RESPECT TO THE BILLING SERVICES OR ANY OTHER PERFORMANCE OBLIGATIONS AND DISCLAIMS ANY WARRANTY OR GUARANTEE IMPLIED BY APPLICABLE LAWS, INCLUDING IMPLIED WARRANTIES OF PERFORMANCE, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND IMPLIED WARRANTIES OF CUSTOM OR USAGE.

12. Company Termination. Company may terminate this Agreement:

- (a) for convenience by providing at least thirty (30) days' prior written notice to Tesla; and
- (b) by written notice to Tesla if (a) Tesla has breached any material provision of this Agreement and the breach is not cured within thirty (30) days after Tesla's receipt of written notice thereof from Company; or (b) Tesla becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors (each, an "Insolvency Event").

13. Tesla Termination. Tesla may terminate this Agreement:

- (a) for convenience by providing at least thirty (30) days' prior written notice to Company; and
- (b) by written notice to Company if (a) Company fails to pay any undisputed amount when due under this Agreement and the failure is not cured within ten (10) days after Company's receipt of written notice thereof from Tesla; (b) Company has breached any material provision of this Agreement, including without limitation Company's failure to comply with the terms of this Agreement, and the breach is not cured within thirty (30) days after Company's receipt of written notice thereof from Tesla; or (c) an Insolvency Event occurs with respect to Company.

14. Effect of Termination.

- (a) If Company terminates this Agreement in accordance with Section 12, Tesla shall issue a final Customer Billing Statement and remit any amounts due to Company for any charging sessions prior to such termination.
- (b) If Tesla terminates this Agreement in accordance with Section 13, Customer shall pay for any Billing Services performed by Tesla prior to termination. Additionally, if Tesla terminates in accordance with Section 13(b) for Company's failure to comply with the terms of this Agreement, Company shall reimburse Tesla for any costs incurred by Tesla.

15. General Compliance with Laws; Approvals. Each Party shall comply with all laws applicable to the performance of this Agreement. Company shall obtain all approvals, certifications, licenses, consents and permits required by any applicable law, governmental authority, individual or entity (collectively, "Approvals") in connection with the use of the Equipment and to allow pay-per-use charging at the Equipment Location. Tesla shall obtain all Approvals with respect to the performance of its obligations under this Agreement.
16. Anti-Bribery Laws. Each Party shall, at its own expense, comply with all laws applicable to its business and the performance of this Agreement (including the U.S. Foreign Corrupt Practices Act 1977 (the "FCPA") and other applicable laws related to anti-bribery and anti-corruption; laws related to money laundering, anti-terrorism and trade embargoes; and laws relating to the privacy, security and protection of personal data). As of the Effective Date, (a) neither Party has any employees who are foreign officials as defined under the FCPA, and (b) no foreign official as defined under the FCPA has any legal or beneficial interest in a Party (or, if a Party or its direct or indirect parent company is a publicly listed company, a more than 5% legal or beneficial interest in such Party). Each Party shall promptly notify the other Party in writing in the event any of the foregoing representations would be untrue if made at any time during the Agreement Term. Each Party acknowledges that any violation of this Section 16 constitutes just cause for immediate termination of this Agreement by the other Party.
17. Economic Sanctions Laws; Export Control Laws. Company shall not (a) directly or indirectly export, re-export or otherwise transfer the Equipment or any part thereof or (b) broker, finance or otherwise facilitate any transaction involving the Equipment, in violation of any economic sanctions laws administered by the Office of Foreign Assets Control of the U.S. Treasury Department or any other governmental authority imposing economic sanctions and trade embargoes against designated countries, entities or persons. Company shall not, and shall not permit any third parties to, directly or indirectly, export, re-export or release the Equipment, any part thereof, or any software, documentation or related technical data included with or contained in the Equipment, in violation of applicable export control laws.
18. Proprietary Rights. As between the Parties, Tesla shall remain the sole and exclusive owner of any and all patents, trademarks, copyrights, mask work rights, trade secrets and any other intellectual or proprietary rights ("Proprietary Rights") associated with the Equipment or any parts or derivations thereof. If the Equipment includes any embedded software, Tesla hereby grants to Company a limited, non-exclusive, non-sublicensable, non-transferable license to use such software solely in the operation of the Equipment as originally offered by Tesla. Except for the foregoing, no license or other right to Tesla's Proprietary Rights is granted or implied hereby.
19. General Indemnity. Each Party shall defend, indemnify and hold harmless the other Party, its Affiliates, and their respective directors, officers, partners, members, shareholders, agents, employees, subcontractors, successors and assigns (collectively, "Representatives") from and against any losses, damages and liabilities, including reasonable attorneys' fees (collectively, "Losses") arising from (a) any claim, action, suit, proceedings, demand, investigation or assessment made or brought by any third party (collectively, "Claims") alleging injury or death of persons, or damage to or loss of property, to the extent caused by or arising from the negligent acts or omissions or acts of willful misconduct of the indemnifying Party or its Representatives in connection with the Equipment or the performance of this Agreement; or (b) any failure by the indemnifying Party or its Representatives to comply with applicable laws and any applicable export control laws. Company shall defend, indemnify and hold harmless Tesla and its Representatives from and against all Losses resulting from any Claim whatsoever that arises in connection with breaches of this Section 19(a)-(b) or Company's failure to install or operate the Equipment in compliance with the applicable Tesla Wall Connector product guide(s) located at: <https://www.tesla.com/support/charging/product-guides>.
20. IP Indemnity. Tesla shall indemnify, defend and hold harmless Company from any Losses arising out of any Claim alleging that the Equipment infringes the intellectual property rights of a third party. However, Tesla shall have no obligation to indemnify Company to the extent the Claim arises out of: (a) use of the Equipment in combination with any other products, materials or equipment not expressly authorized by Tesla in circumstances where the infringement would have been avoided by the use of the Equipment not so combined; or (b) any modifications or changes made to the Equipment other than by Tesla in circumstances where the infringement would have been avoided without such modifications or changes. If a Claim for infringement or alleged infringement of any intellectual property rights is made, Tesla may, at its own expense, (i) modify any or all of the intellectual property rights so as to avoid the infringement or the alleged infringement; or (ii) take such other action as Tesla deems reasonable to avoid or settle such Claim in accordance with Section 21, and this shall be the sole and exclusive remedy available to Company in respect of such Claim.
21. Indemnification Procedures. The indemnified Party will give the indemnifying Party prompt written notice of any claim

for which indemnification is sought under Section 19 or Section 20. Failure to give prompt notice will not diminish the indemnifying Party's obligations under this Section 21 to the extent such failure does not materially prejudice the indemnifying Party's ability to defend the claim. The indemnifying Party shall control the defense of the claim, and the indemnified Party may participate in the defense at its own expense with counsel of its choice. The indemnified Party shall make available information and assistance as the indemnifying Party may reasonably request, at the indemnifying Party's expense. The indemnifying Party may not, without the prior written consent of the indemnified Party, (a) consent to any judgment or settlement that (a) provides for injunctive or other non-monetary relief affecting the indemnified Party or its Representatives or (b) does not provide for an unconditional and full release of the indemnified Party and its Representatives. If the indemnifying Party, within a reasonable time after receipt of a request for indemnification, fails to take reasonable steps to defend indemnified Party or its Representative against a claim, the indemnified Party may undertake the defense of such claim without waiving its rights and remedies under this Agreement.

22. Limitation of Liability.

- (a) NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED IN ADVANCE OR COULD HAVE BEEN REASONABLY FORESEEN AND REGARDLESS OF THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT OR OTHERWISE) UPON WHICH THE CLAIM IS BASED.
- (b) NEITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, SHALL EXCEED THE LOWER OF (1) THE AGGREGATE AMOUNT OF BILLING SERVICES FEE(S) PAID OR PAYABLE BY COMPANY FOR BILLING SERVICES PERFORMED DURING THE CALENDAR YEAR PRIOR TO THE DATE THAT THE CLAIM ARISES, OR (2) ONE HUNDRED-THOUSAND DOLLARS (US \$100,000).
- (c) THE LIMITATIONS OF LIABILITY SET OUT IN THIS SECTION 22 SHALL NOT APPLY TO: (1) COMPANY'S PAYMENT OBLIGATIONS UNDER THIS AGREEMENT INCLUDING THE BILLING SERVICES FEE(S) AND OTHER AMOUNTS PAYABLE BY COMPANY UNDER THIS AGREEMENT, (2) EITHER PARTY'S BREACH OF ITS OBLIGATION IN SECTION 23; (3) COMPANY'S VIOLATION OF A TESLA'S INTELLECTUAL PROPERTY RIGHTS; (4) CLAIMS THAT ARE THE SUBJECT OF INDEMNIFICATION UNDER SECTION 19; OR (5) DAMAGES ATTRIBUTABLE TO EITHER PARTY'S INTENTIONAL TORTS OR GROSS NEGLIGENCE.

23. Confidentiality & Publicity.

- (a) Each Party shall hold in confidence the terms of this Agreement and any non-public, confidential or proprietary information or documentation provided to it by the other Party in connection with this Agreement, including technical, scientific, business or financial information ("Confidential Information") during the term of this Agreement and for a period of three (3) years following the expiration or early termination of this Agreement. All non-public, confidential or proprietary information of Tesla, including specifications, designs, plans, drawings, data, pricing, discounts or rebates, disclosed by Tesla to Company in connection with this Agreement, whether disclosed orally or disclosed or accessed in written, electronic or other form or media, and whether or not marked, designated or otherwise identified as "confidential" or "proprietary", is Confidential Information for purposes of this Agreement. Notwithstanding the foregoing, Company and Tesla may disclose the following categories of information or any combination thereof: (i) Confidential Information which was in the public domain prior to receipt thereof by such Party or which subsequently becomes part of the public domain by publication or otherwise except by a wrongful act of such Party or its Affiliates, subcontractors, employees, directors, officers, agents, advisers or representatives; (ii) Confidential Information that such Party can show was lawfully in its possession prior to receipt thereof from the other Party through no breach of any confidentiality obligation; (iii) Confidential Information received by such Party from a third party having no obligation of confidentiality with respect thereto; (iv) Confidential Information at any time developed independently by such Party without the use or benefit of any Confidential Information; (v) Confidential Information disclosed pursuant to and in conformity with applicable law or a judicial order or in connection with any legal proceedings; provided that the Party required to disclose such information shall give prior notice to the other Party of such required disclosure and, if so requested by the other Party, shall use all reasonable efforts to oppose or narrow the scope of the requested disclosure as appropriate under the circumstances or to seek, through a protective order or other appropriate mechanism, to maintain the confidentiality of the Confidential Information (the reasonable and necessary documented out-of-pocket costs of which shall be reimbursed by the Party requesting such efforts); and (vi)

Confidential Information disclosed to Affiliates, subcontractors, employees, directors, officers, agents, advisors or representatives of each Party that have a need to know such Confidential Information in connection with the performance of this Agreement; provided that (a) such persons are informed of the confidential nature of the Confidential Information and are contractually bound to, or subject to a professional ethical duty that requires them to, treat the Confidential Information confidentially under terms no less protective than the terms of this Section 23(a), and (b) the Party disclosing such information shall be liable to the other for any disclosure by such person in violation of the terms of this Section 23(a). Tesla may share de-identified or anonymous data with Company with respect to any information provided on a Customer Billing Statement or otherwise, which does not directly identify the data subject(s), such as individuals, vehicles, products, or entities. Company may not, and may not attempt to, identify any data subject.

(b) Neither Party shall advertise or publicize that the Parties have entered into this Agreement, or use the other Party's name, mark or logo in any document or communication published in electronic or paper form without the prior written consent of the other Party, except that (i) Tesla is permitted to identify Company's name, and the Equipment Location on the Tesla website, Tesla app or in Tesla vehicles in connection with charging locations, at its sole discretion, and (ii) Company may publicly indicate by name, but not trademark or logo, to indicate that "Tesla Destination Chargers" or "Tesla Wall Connectors" are located on the Property. This provision shall not prohibit a Party from making any public disclosure or filing that it determines in good faith is required by law or the rules of the stock exchange on which its shares, or the shares of its direct or indirect parent company, are listed.

24. Governing Law; Disputes. This Agreement shall be governed by the laws of the State of Texas. Any dispute relating to this Agreement shall first be referred to the Parties' senior level management for resolution. If the Parties' senior level management are unable to resolve the dispute within twenty (20) days, then either Party may take the dispute to binding arbitration under the Streamlined Rules of the Judicial Arbitration and Mediation Services ("JAMS"). The arbitration shall be conducted by a single arbitrator in English and in Austin, Texas. The existence, content and result of the arbitration shall be held in confidence by all participants. Each Party will bear its own expenses in the arbitration and will share equally the costs of the arbitration; provided, however, that the arbitrator may, in their discretion, award reasonable costs and fees to the prevailing Party. Judgment upon the award rendered in the arbitration may be entered in any court of competent jurisdiction. Notwithstanding the foregoing, each Party will have the right to apply at any time to a judicial authority for appropriate injunctive relief in connection with a breach by the other Party of its obligations in Section 23, and in the case of Tesla, an infringement of Tesla's Proprietary Rights.
25. Entire Agreement; Severability. This Agreement is the entire agreement between the Parties regarding its subject matter and supersedes all prior agreements between the Parties regarding its subject matter. If any provision is illegal or unenforceable, it shall be interpreted so as to best accomplish the objective of the original provision, and the remaining provisions shall remain in full force and effect.
26. Assignment. Neither Party may assign its right or obligations under this Agreement without the prior written consent of the other Party, which consent shall not be unreasonably withheld. Any purported assignment or delegation in violation of this Section 26 is null and void. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the respective successors and permitted assigns of the Parties.
27. Cumulative Remedies. Except as specifically set out in this Agreement, all rights and remedies provided under this Agreement are cumulative and not exclusive, and the exercise by either Party of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, in any other agreement between the Parties or otherwise.
28. Expiry; Survival. Unless terminated earlier in accordance with its terms, this Agreement shall expire with the expiration of the Billing Services Term. Provisions of this Agreement which by their nature contemplate or govern performance or observance subsequent to the termination or expiration of this Agreement shall survive such termination or expiration.
29. Force Majeure. Neither Party will be responsible, liable for, or deemed in breach of this Agreement because of any delay in the performance of their respective obligations under this Agreement due solely to circumstances beyond their reasonable control and without the fault or negligence of the Party experiencing the delay, including, but not limited to: acts of God; unusually severe weather conditions; strikes or other labor difficulties; war; riots; terrorism; requirements, actions or failures to act on the part of governmental authorities; inability despite due diligence to obtain required

permits or licenses; pandemic or epidemic; accident; fire; flood; damage to or breakdown of necessary facilities; or transportation delays or accidents (each a "**Force Majeure Event**"). A Party experiencing a Force Majeure Event shall exercise due diligence in endeavoring to overcome or minimize the Force Majeure Event's impact on its performance, but settlement of any labor difficulties will be entirely within the discretion of the Party experiencing the labor difficulties.

A Party that is affected by a Force Majeure Event shall promptly give oral notification to the other Party. If the event is still ongoing, written notifications must follow within thirty (30) days containing a full and complete explanation of the Force Majeure Event to the extent known, its cause, the resulting delay, the status of the Force Majeure Event, and the actions the Party affected by the Force Majeure Event is taking and proposes to take to overcome or minimize the impact of the Force Majeure Event on its performance pursuant to this Agreement. If performance by either Party is delayed due to a Force Majeure Event, the time for such performance will be extended for a period of time reasonably necessary to overcome the effect of the delay, subject to either Party's right to terminate this Agreement. Notwithstanding anything to the contrary herein, a Force Majeure event shall not delay either Party's respective payment obligations under this Agreement.

30. Amendment and Modification; Waiver. No amendment or modification of this Agreement is effective unless it is in writing and signed by each Party. No waiver of any provision of this Agreement is effective unless it is in writing and signed by the Party granting the waiver.
31. Relationship of the Parties. The Parties are independent contractors. This Agreement is not intended to create any partnership, joint enterprise, employment, agency or fiduciary relationship between the Parties. Neither Party has, or shall act in a manner that implies it has, the authority to contract for, or bind, the other Party.
32. No Agency or Representation. Neither Party is acting as the other Party's agent or representative in connection with any customer. Tesla fully earns its Billing Services Fee upon charging a customer for use of the Equipment. Tesla does not collect or hold any money in trust for Company or on behalf of Company. Tesla's obligation to remit money to Company in connection therewith is a payment obligation.
33. No Third Party Beneficiaries. This Agreement is for the sole benefit of the Parties and their respective successors and permitted assigns. Nothing in this Agreement shall confer any rights or remedies on any other person.
34. Notices. All notices under this Agreement shall be in writing and shall be sent to the Notice Address given for Tesla and Company in the Key Terms, or such other address as either Party may notify the other Party in writing from time to time.
35. Representations. Each Party represents and warrants to the other Party that (a) it is a legal entity, duly organized and in good standing under the laws of its jurisdiction of incorporation; (b) this Agreement constitutes a legal, valid and binding obligation of such Party enforceable in accordance with its terms; (c) the execution, delivery and performance of this Agreement (i) is within its powers, (ii) has been duly authorized by all requisite action and (iii) will not violate any agreement, commitment, certificate or other document to which it is a party or by which any of its assets may be bound or affected. Company further represents and warrants to Tesla that all financial information that it has provided to Tesla is true and accurate and fairly represents Company's financial position as at the date it was provided and that it has the legal right to provide all personal data and information that it discloses to Tesla in connection with this Agreement, including, without limitation, information related to its customers.
36. Counterparts. This Agreement may be signed in duplicate originals, or in separate counterparts, which are effective as if the Parties signed a single original. A .pdf of an original signature or electronically signed version transmitted to the other Party is effective as if the original was sent to the other Party.

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2024 Fall Asphalt Projects

DATE: September 18, 2024



SUMMARY:

As a continuation of our asphalt replacement program based on priority by condition, staff requested bids to perform work at Briar Park as well as some other small areas of patching in other parks. This would involve removing and replacing all of the park asphalt pathways and creating connections to bleacher areas.

Plans and specifications were prepared by staff. Bids were solicited on August 13, 2024, from 10 contractors. Four bidders responded and bids were opened on August 27, 2024. The results were as follows:

Contractor	Base Bid:	Unit Cost #1: 1 ½” binder & 1 ½” surface asphalt per SF	Unit Cost #2: 2½” binder & 1 ½” surface asphalt per SF	Unit Cost #3 Undercuts per CY
*M & J Asphalt	\$96,400	\$6.40	\$6.80	\$175
Chicagoland Paving	\$140,000	\$3.50	\$4.25	\$110
Schroeder Asphalt	\$199,000	\$2.50	\$3.00	\$150
Advantage Paving	\$227,420	\$3.15	\$3.80	\$150

*The low bidder, M&J Asphalt notified us that they committed a bid error in their estimating and wish to withdraw their bid. Chicagoland Paving has successfully completed several projects for the district in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

\$250,000 is budgeted within the current fiscal year (40-000-000-57-5701-0000) for District Wide Asphalt Replacement. To date, we have not spent any funds on pavement projects from this fund. Additionally, 18% of the project cost is budgeted in ADA (40-000-000-12-1224-0000).

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Contract documents were provided by our legal counsel.

ATTACHMENTS:

Letter from M&J Asphalt stating their desire to withdraw the bid.

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends that the Wheaton Park District Board of Commissioner's reject the bid from M&J Asphalt due to their acknowledgement of a bidding error.

Staff recommends that the Wheaton Park District Board of Commissioner's accept the bid from Chicagoland Paving, for an amount of \$140,000 plus a contingency of 10% (\$14,000).

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2024 Arrowhead Asphalt Project

DATE: September 18, 2024



SUMMARY:

Staff requested bids to perform work at the Arrowhead parking lot loading dock area. This area of the parking lot goes through a lot of wear and tear from the numerous delivery and garbage trucks coming in and out of the lot. Part of the scope of work includes excavating deeper and installing more gravel to provide a stronger base for the asphalt in addition to installing thicker asphalt.

Plans and specifications were prepared by staff. Bids were solicited on August 8, 2024, from 12 contractors. Seven bidders responded and bids were opened on August 27, 2024. The results were as follows:

Contractor	Base Bid:	Alternate Bid: Install Geotextile Fabric	Unit Cost #1 HMA 3" binder/ 2" surface per SF	Unit Cost #2 Undercuts per CY
Chicagoland Paving	\$60,000	\$1,250	\$25	\$110
Pavement Systems	\$67,749	\$2,194	\$35.73	\$180
Obsidian Asphalt	\$76,000	\$1,000	\$38.25	\$148
Advantage Paving Solutions	\$78,050	\$4,500	\$4.35	\$150
Chadwick Contracting	\$79,500	\$1,500	\$39.25	\$125
Abbey Construction	\$82,990	\$2,200	\$25.50	\$118.50
Schroeder Asphalt	\$87,000	\$3,000	\$39.00	\$150

The low bidder Chicagoland, Inc. has performed work on previous park district projects and staff has been satisfied with their work.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

There is a budget of \$75,000 in account 60-611-000-57-5701-0000.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Contract documents were provided by our legal counsel.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends that the Wheaton Park District Board of Commissioner's accept the base bid and Alternate bid from Chicagoland Paving, Inc. for the amount of \$61,250 plus a 10% contingency amount of \$6,125.



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 Restroom Renovation Project

DATE: September 18, 2024



SUMMARY:

The restrooms in the visitor’s center at Cosley Zoo are over 20 years old and the surfaces and partitions are in need of replacement. The new partitions are larger to provide increased privacy. Nevin Hedlund was hired to develop plans and specifications for upgrades.

We are also proposing the addition of a small single-user family restroom that would be built outside of the existing restrooms and under the existing roof.

Bid specifications were sent to 14 contractors on August 6, 2024, and six bids were received. They were opened on August 27, 2024, and the results are as follows:

Contractor	Renovate two existing restrooms	Build new single-user family restroom	Grand Total
Total Pro Construction	\$81,985	\$45,785	\$127,770
MC Building	\$75,200	\$83,270	\$158,470
Red Feather Group	\$63,990	\$98,145	\$162,135
CI	\$145,000	\$61,000	\$206,000
Manusos General Contracting	\$140,925	\$106,125	\$247,050
LITE Construction	\$173,700	\$77,000	\$250,700

Staff has worked with this contractor on several projects when they were a different company, and we have been pleased with the results. Additionally, their references were found to be favorable.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

Account	Description	Budget
40-800-813-57-5701-0000	Cosley Zoo Public Washroom Renovation	\$150,000
40-000-000-12-1224-0000	ADA Improvements	\$27,000

STAKEHOLDER PROCESS:

This project has been discussed with the Special Facilities and Cosley Zoo staff.

LEGAL REVIEW:

Our legal counsel provided front-end specifications and agreements for bidding.

ATTACHMENTS:

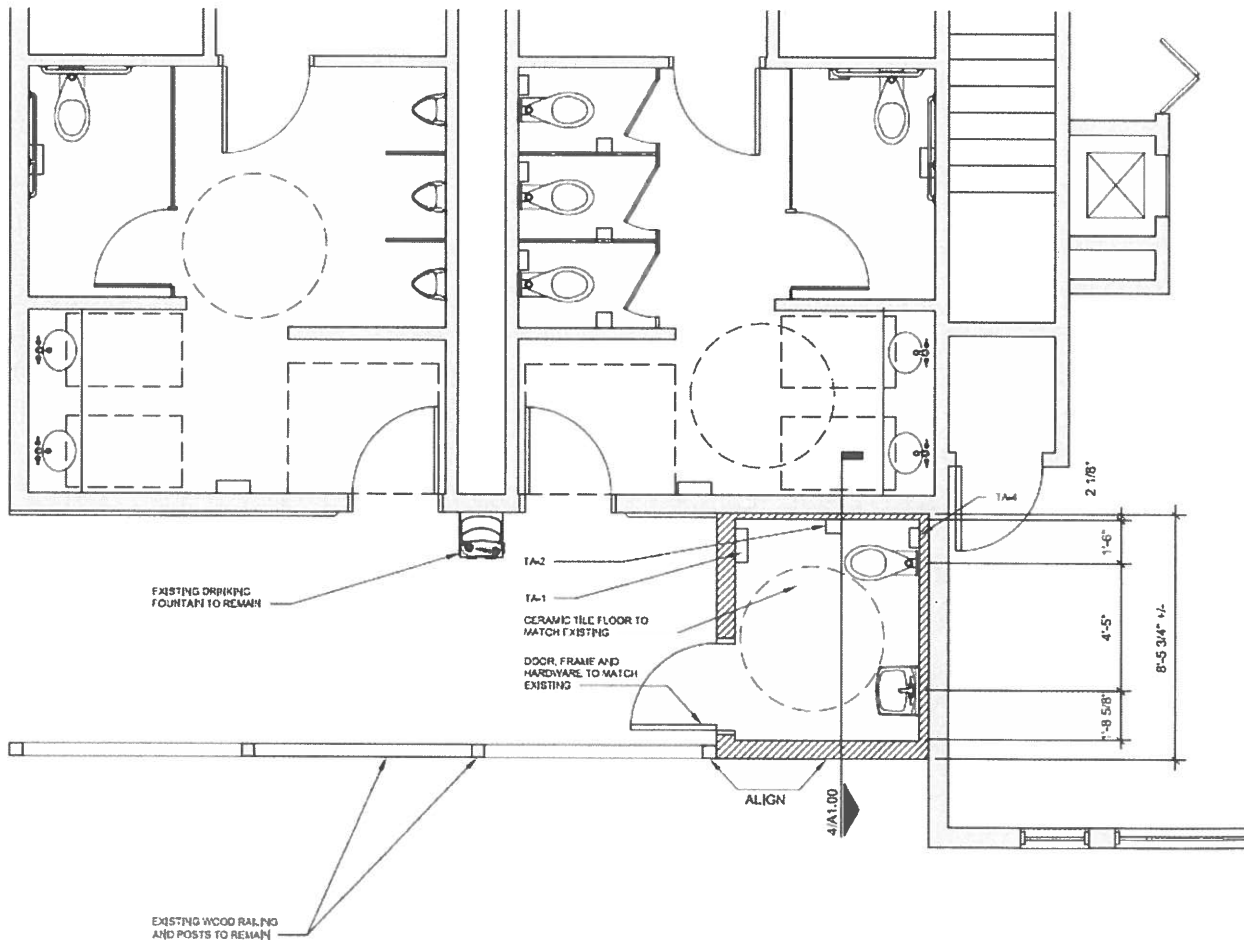
Excerpt from proposed plans.

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners accept the bid from Total Pro Construction for \$127,770, with a 10% contingency of \$12,777. Total: \$140,547



1 ENLARGED TOILET ROOM PLAN
SCALE: 1/2" = 1'-0"

TO: Board of Commissioners
FROM: Rob Sperl, Director of Parks, and Planning
THROUGH: Michael Benard, Executive Director
RE: Cosley Zoo Existing Conditions Audit
DATE: September 18, 2024



SUMMARY:

Cosley Zoo has been operating for 50 years and a large percentage of its current exhibits and support facilities are aging and require rehabilitation or replacement. The Colsey Foundation has been in existence since 1986 and serves to support the funding of operations and capital improvements for Cosley Zoo through philanthropy and special events.

The Park Board recently took action to rescind prior approval of a long-term master plan for Cosley Zoo. The now rescinded Master Plan contained creative ideas and concepts including the concept of expanding the Cosley Zoo exhibit footprint into its current parking lot. The Park Board became aware that this concept was not viewed as favorable by some members of the community and that a new creative process, including soliciting current stakeholder feedback, should be undertaken. Additionally, the Cosley Foundation had determined that its rate and capacity of philanthropic fundraising was not equal to the rate and capacity of philanthropic fundraising assumed by the now rescinded Master Plan's vision for a future Cosley Zoo.

As the Wheaton Park District is responsible for the maintenance and upkeep of its facilities, buildings and grounds, and long-range planning is required to maintain Association of Zoo's and Aquarium (AZA) Accreditation, a new planning process for guiding the Park Districts upkeep of Cosley Zoo was needed. To meet this need, the Park Board directed the Executive Director to engage Staff and any necessary outside consultants to complete a comprehensive Cosley Zoo Exhibit and Support Facility Existing Conditions Report by January 1, 2025.

A request for proposals to create a report of existing conditions was developed and advertised through AZA. The following two proposals were received:

BKP Architects (Philadelphia, PA) \$28,500 lump sum plus an est. \$4,800 in reimbursable expenses for two trips to our location

- Consultants include Architect and Landscape Architect
- Provided project specific proposal with schedule as well as links to example projects
- Example projects are focused on master planning in addition to existing conditions summary
- Schedules and inventories included, but no examples of project estimating
- Proposal specifically identifies only above ground infrastructure will be assessed. We are seeking alternate ways of identifying and assessing the underground infrastructure.

dD+P (Long Island City, NY)

\$108,000 fixed fee plus \$13,300 in reimbursable expenses

- Consultants include Architecture, MEP consulting, cost estimating and food service equipment
- Provided summary of each firm and samples of other reports completed
- Example projects are strictly existing conditions including environmental testing and detailed estimates

BKP has previously visited Cosley Zoo and tailored their proposal to our facility. They outlined their three-phase process with tasks identified and provided a sample schedule. dD+P appears to have a wider array of consulting services and a higher cost that reflects this. Their fee was broken down between their various consulting services although no detail was provided on what they would specifically be doing.

PREVIOUS COMMITTEE/BOARD ACTION:

- Resolution 2024-02 Rescinding the June 21, 2017 Rescinding the June 21, 2017 Approval of the Master Planning Document for Cosley Zoo....

REVENUE OR FUNDING IMPLICATIONS:

The Cosley Foundation has identified a donor that has committed to funding up to \$25,000 of the costs of the Existing Conditions Audit. The balance of related costs will be paid by the Park District or through donor support. We will also need to account for the cost of assessing underground utilities.

STAKEHOLDER PROCESS:

Upon the completion of the Existing Conditions Report, the Park Board authorized the formation of a Cosley Zoo Exhibit and Support Facility Renovation or Replacement Prioritization Committee. This committee will be charged with creating a formal recommendation regarding the order of existing Cosley Zoo exhibit and support facility renovation or replacement projects. A draft of this recommendation will be shared with community stakeholders, and their input will be solicited. After receiving community stakeholder input, a final report will be completed for the Park Board's review and any action it deems appropriate.

LEGAL REVIEW:

Legal counsel reviewed the RFP prior to release.

ATTACHMENTS:

- Resolution 2024-02
- Request for Qualifications and Proposals
- BKP proposal – links to reference projects included
- dD+P Proposal – reference projects available upon request

ALTERNATIVES:

Not applicable.

RECOMMENDATION:

It is requested that the Wheaton Park District Board of Commissioner's approve the proposal from BKP Architects in the amount of \$28,500 and \$4,800 in reimbursable expenses.

**WHEATON PARK DISTRICT
RESOLUTION 2024-02**

RESOLUTION RESCINDING THE JUNE 21, 2017 APPROVAL OF THE MASTER PLANNING DOCUMENT FOR COSLEY ZOO COMMISSIONED BY THE COSLEY FOUNDATION AND COMPLETED BY TORRE DESIGN CONSORTIUM LTD AND SHULTZ AND WILLIAMS

WHEREAS, the Wheaton Park District (the “Park District”), DuPage County, Illinois is an Illinois park district and unit of local government, duly organized under and operating pursuant to the laws of the State of Illinois; and

WHEREAS, the Park District’s corporate powers include, but are not limited to, the ability to provide passive and active park and recreational facilities, amenities, activities, and equipment as set forth under various provisions of the Park District Code (70 ILCS 1205/1-1 *et seq.*), and specifically includes the power to acquire, construct, operate, extend and improve zoos and other necessary facilities pertinent thereto under 70 ILCS 1205/9.2-1, and the power to purchase, erect, and operate museums under 70 ILCS 1290/1; and

WHEREAS, the Cosley Zoo was established in 1974, is owned and operated by the Park District, is an Association of Zoos and Aquariums (“AZA”) accredited zoo, and exists to create connections between people and animals that will inspire lifelong conservation of the natural world; and

WHEREAS, the Cosley Foundation, Inc. (“Cosley Foundation”) is an Illinois not for profit corporation organized under and operating pursuant to the laws of the state of Illinois and Section 501(c)(3) of the Internal Revenue Code with the purposes of supporting the mission of Cosley Zoo and raising funds to support operational and capital improvements; and

WHEREAS, in keeping with AZA standards and industry best practices for zoo exhibit and support facility development, the Cosley Foundation engaged Torre Design Consortium Ltd and Shultz and Williams in 2014 for the completion of a long-range master plan for Cosley Zoo (the “Master Plan”); and

WHEREAS, on June 21, 2017, the Wheaton Park District Board of Commissioners (the “Park Board”) approved the Master Plan with the understanding that the Master Plan was a set of creative ideas and concepts that might provide inspiration for future action over the next 30 plus years and be funded primarily through Cosley Foundation generated philanthropic fundraising; and

WHEREAS, the Cosley Foundation has determined that its rate and capacity of philanthropic fundraising is not equal to the rate and capacity of philanthropic fundraising assumed by the Master Plan’s vision for a future Cosley Zoo; and

WHEREAS, the approved Master Plan contains creative ideas and concepts including the concept of expanding the Cosley Zoo exhibit footprint into its current parking lot and the Park Board has become aware that this concept may not be viewed as favorable by some members of the community and that a new creative process, including soliciting current stakeholder feedback, should be undertaken.

**WHEATON PARK DISTRICT
RESOLUTION 2024-02**

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois, as follows:

SECTION ONE: The Park Board finds that the recitals contained in the preamble to this Resolution are true and correct and does hereby incorporate them in this Resolution as though fully set forth herein.

SECTION TWO: The Park Board declares that the June 21, 2017 approval of the Master Plan is hereby rescinded.

SECTION THREE: Since long range planning is required to maintain AZA accreditation, the Park Board directs the Executive Director to engage Staff and any necessary outside consultants to complete a comprehensive Cosley Zoo Exhibit and Support Facility Existing Conditions Report (the "Existing Conditions Report") by January 1, 2025.

SECTION FOUR: Upon the completion of the Existing Conditions Report, the Park Board authorizes the formation of a Cosley Zoo Exhibit and Support Facility Renovation or Replacement Prioritization Committee. This committee will be charged with creating a formal recommendation regarding the order of existing Cosley Zoo exhibit and support facility renovation or replacement projects. A draft of this recommendation will be shared with community stakeholders, and their input will be solicited. After receiving community stakeholder input, a final report will be completed for the Park Board's review and any action it deems appropriate.

SECTION FIVE: The Secretary for the Park District will provide certified copies of this Resolution upon request.

SECTION SIX: Other than Resolutions 2023-06 and 2023-11, all prior actions, ordinances and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

SECTION SEVEN: This Resolution shall be in full force and effect from and after its adoption as provided by law.

Adopted this 21st day of February, 2024 by roll call vote as follows

AYES: Barrett, Frey, Mee, Pecharich, Vires, Kelly
NAYS: 0
ABSENT: 0
ABSTAIN: 0



President, Board of Park Commissioners
Wheaton Park District

ATTEST:


Secretary, Board of Park Commissioners
Wheaton Park District

(S E A L)

**WHEATON PARK DISTRICT
RESOLUTION 2024-02**

SECRETARY'S CERTIFICATE

I, the undersigned, do hereby certify that I am Secretary of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District; and,

I hereby certify that the foregoing instrument is a true and correct copy of the

**RESOLUTION RESCINDING THE JUNE 21, 2017 APPROVAL OF THE MASTER PLANNING
DOCUMENT FOR COSLEY ZOO COMMISSIONED BY THE COSLEY FOUNDATION AND
COMPLETED BY TORRE DESIGN CONSORTIUM LTD AND SHULTZ AND WILLIAMS**

adopted at a duly called Regular Meeting of the Board of Park Commissioners of the Wheaton Park District, held in Wheaton, Illinois, in said District at 5:00 p.m. on the 21st day of February, 2024.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Wheaton Park District in Wheaton, Illinois this 21st day of February, 2024.



Michael J. Benard, Secretary
Board of Park Commissioners
Wheaton Park District

[SEAL]

REQUEST FOR QUALIFICATIONS AND PROPOSAL

June 10, 2024

**Cosley Zoo Exhibits and Support Facility
Existing Conditions Report
1356 N. Gary Avenue
Wheaton, IL 60187**

RFP's Due: June 25, 2024

Wheaton Park District
102 E. Wesley
Wheaton, Illinois 60187
Attention: Rob Sperl, Director of Parks and Planning
rsperl@wheatonparks.org
630-510-4970

I. General Project Information

A facility of the Wheaton Park District, Cosley Zoo serves over 150,000 visitors per year in its 5.1-acre zoo. An additional 4.4-acres on the east side of Gary Avenue provides additional parking and non-visitor buildings including a quarantine facility and storage barn. The zoo is comprised of historic structures such as the gift shop that was originally a local train station and the Taylor barn that is over a century old. Both structures were moved to the zoo in the 1970's. There are many newer exhibits as well including the bobcat/lynx exhibit and pigs and poultry exhibit. Current plans in progress include upgrades to the public restrooms and expanded parking.

The Wheaton Park District (Cosley Zoo) is requesting proposals for a consultant to perform a conditions assessment of the Cosley Zoo, 1356 N. Gary Avenue, Wheaton, IL 60187. The consultant is to have current experience in design and engineering for Zoos and associated facilities. The proposal shall include the services requested below and anything else required to provide a comprehensive assessment of this property.

The proposal shall be in the form of a lump sum fee with rates and a pricing schedule for additional services, if necessary. The proposed fee shall include all materials, equipment, labor, insurance, etc. Reimbursable expenses should include an estimated cost. The proposal must include three facilities and contacts that you have completed similar work for within the past 5 years; at least two of which should be from AZA accredited zoos. Copies or links to reports from these projects should be included with the proposal.

II. Zoo Assessment Services

The Wheaton Park District (Cosley Zoo) wishes to retain a consultant to conduct a zoo assessment. The consultant shall visit Cosley Zoo and work with staff to complete a needs assessment of the existing conditions. Specific commentaries are to be provided in a written report of the perceived substandard conditions and/or shortcomings of the overall facility with commentary for possible action for correction on any necessary repairs, replacement, or restoration of the buildings, exhibits and infrastructure, including identification of issues requiring further intensive evaluation and analysis. These commentaries are to include recommendations for the priority of the improvements that need to take place and if the improvements will be remedial or long range. The written commentary, as supported with photographs where appropriate, is to be prepared to reflect the conditions of the following features and operating systems:

- A. Investigate the condition of the existing facility:
 - a. Guest service buildings and amenities
 - b. Exhibits
 - c. Support facilities
 - d. Exterior spaces including paved or improved access
 - e. Infrastructure (mechanical systems, electrical, plumbing, etc.)

- B. Based on the investigation, write a report detailing:
 - a. Current Trends
 - b. Facility Descriptions
 - c. Existing Condition of facilities
 - d. Health Code Compliance
 - e. Compliance with AZA and USDA standards and regulations
 - f. Safety Concerns
 - g. Recommended short- and long-term repairs or replacements with cost estimates.

III. Supplemental Information (available upon request)

- a. Cosleyzoo.org for general information
- b. Construction Plans from past 20 years
 - a. Gift shop renovation
 - b. Pigs and Poultry Exhibit/Treatment Center
 - c. Stormwater Improvements
 - d. Bobcat/Lynx Exhibit
 - e. Animal Welcome Center/Quarantine Facility – east side of Gary Avenue
 - f. Parking lot expansions
- c. Current projects
 - a. Bathroom renovation – Plans by Nevin Hedlund Architects
 - b. East parking lot – Plans by Wight Engineering
- d. Land Surveys – Gentile and Associates/Engineering Resource Associates
- e. ADA Assessment completed in 2024 by WT Engineering
- f. Taylor Barn Condition report and estimates from 2022 by Altusworks
- g. AZA documentation (accredited since 2000)

IV. Project Timeline

- a. Email PDF of the Zoo Condition Assessment Proposals (RFP) due June 25, 2024
- b. Week of July 22, 2024 – Project to be Awarded by Wheaton Park District Board of Commissioners
- c. Site Visits - TBD
- d. Draft Copy of Report to Park District due September 25, 2024 (E-mailed report acceptable, date negotiable)
- e. Final Report to Park District due October 18, 2024

Any questions regarding this RFP should be directed to:

Wheaton Park District
102 E. Wesley
Wheaton, Illinois 60187

Attention: Rob Sperl, Director of Parks and Planning
rsperl@wheatonparks.org
630-510-4970

Wheaton Park District is soliciting Requests for a Cosley Zoo Assessment Proposal by and no later than June 25, 2024.

Cosley Zoo Conditions Assessment RFPs should be sent to:
Wheaton Park District
Attn: Rob Sperl
102 E. Wesley
Wheaton, IL 60187
Email submittals at rsperl@wheatonparks.org.



ZOO MAP

- Zoo is accessible
- Children under 14 must be accompanied by an adult
- Some animals may be off exhibit due to weather
- Stay behind all barriers
- No bikes, scooters, skates, skateshoes, or skateboards
- No pets
- No alcohol
- Do not feed the animals
- No smoking

- Brick pavers
- Woodchip or natural
- Wood bridge or decking



P R O P O S A L

EXHIBITS AND SUPPORT FACILITY EXISTING CONDITIONS REPORT
COSLEY ZOO
1356 N. GARY AVENUE
WHEATON, IL 60187

VIA E-MAIL

June 21, 2024

INTRODUCTION

The Cosley Children's Park and Museum first opened in August of 1974. Within two years the name was changed to the Cosley Animal Farm and Museum. Sustained and progressive growth – of programs, facilities, and guest visits – from 1976 through 1999 necessitated a second name change. In conjunction with the facility's 25th anniversary of operations the name was formally changed to the Cosley Zoo. An accredited AZA facility, today the zoo is home to fifteen species of birds, nine species of reptiles, and seventeen species of mammals. Featured exhibits include the bobcat, the Blanding's Turtle hatchery, the coyote yard, and the fox pen. Today Cosley Zoo is a leader in practicing sustainability, connecting all guests to both environmental initiatives and the plight of endangered species through conservations efforts both large and small.

PROJECT DEFINITION

Cosley Zoo (the Zoo) is now looking to the future, beginning to think about improvements to its guest experience. Prior to making any changes the Zoo realizes it needs to understand the condition of its exhibits, buildings, and amenities. The intent is to provide the Zoo with a reasonable assessment of the existing condition of its animal exhibits, holding buildings, guest services buildings, guest amenities, exterior open spaces, and basic infrastructure located above ground. The facilities condition assessment will be used, in collaboration with Zoo staff, to develop a plan for incremental improvements, recommended removals, and potential new uses. Recommendations will be categorized as "must do"; "should do"; and "would like to do" with associated ballpark costs.

The end goal is to provide the Zoo with a tool to establish a project priorities timeline based on needs and budget, make better use of current buildings with small improvements, demolish structures if needed, and plan for potential new uses that:

- Provide staff with better work facilities including back of house and staff work areas.
- Renovate existing animal facilities so they meet or exceed the latest AZA standards.

SCOPE OF SERVICES

BKP Architects, in collaboration with Stefansson Design and Consulting (collectively BKP), in collaboration with Zoo staff, will develop the plan via a three phase process:

ARCHITECTURE PLANNING INTERIORS

BKP Architects P.C. | 1525 Locust Street, 5th Floor, Philadelphia, PA 19102 | T 215.557.6509 | F 215.557.6321

Darrell L. Kratzer, AIA, Principal | Joseph H. Powell, AIA, Principal | Caitlin A. Daley, AIA, Principal

1) Due Diligence

- Gather information available about the Zoo and zoo site, including access to the 2022 site survey; includes preliminary Zoom call(s) with Zoo staff.
- Two-day visit to the Zoo to perform facilities assessment observations (guest services buildings and amenities, exhibits, support facilities, paths, fences, landscape, infrastructure) and gather direct input from Zoo staff.
- Compilation and documentation of data gathered during site visit.
- Zoom call with Zoo staff to review observations.

2) Facilities Planning

- Identify projects: improvements, removals, or adjusted uses organized into three groups: guest attractions, guest services and amenities, and infrastructure.
- Zoom call with Zoo staff to confirm projects list and to establish preliminary "must do", "should do", and "would like to do" priorities.
- Prepare test diagrams and phasing plans for implementation.
- Ballpark, order of magnitude costs.
- Two-day workshop at the Zoo to finalize projects, priorities, and implementation plan.

3) Assessment/Implementation Plan Document

- Compilation of site assessment information.
- Projects/priorities.
- Implementation plan.
- Zoom call with Zoo staff to review draft document.
- Prepare final document.

SCHEDULE

The overall work effort by BKP will take approximately twelve weeks from start to finish. Cosley Zoo will receive the final product by October 18, 2024. See schedule target dates below:

1) Due Diligence

Sept. 23 – Sept. 27:	Proposal approved, start gathering background information.
Sept. 30 – Oct. 4:	Initial meeting w/Zoo staff. (Zoom meeting).
Oct. 7 – Oct. 11:	Site Visit.
Oct. 14 – Oct. 18:	Review site observations w/Zoo staff (Zoom meeting).

2) Facilities Planning

Oct. 21 – Oct. 25:	Initial identification of projects.
Oct. 28 – Nov. 1:	Meeting w/Zoo staff (Zoom).
Nov. 11 – Nov. 15:	Workshop at the Zoo.

3) Assessment/Planning Document

November 20: Draft Implementation Plan document (Zoom meeting)
December 13: Final Plan document completed.

COMPENSATION

BKP will perform the services described above for a **lump sum of Twenty Eight Thousand and Five Hundred Dollars (\$28,500.00)**. Payment of compensation will be made monthly on a percent completion basis upon submission of invoice by BKP. This fee includes labor and overhead as well as incidental expenses such as printing, express mail, and office supplies.

Expenses reimbursable to the project are travel related and are estimated as follows (this is an estimate not an upset limit):

Trip One – Site Conditions Assessment

o Two roundtrip airfare tickets to Chicago	\$1,400.00
o Rental Car	\$250.00
o Hotel two people, one night	\$500.00
o Meals	\$250.00

Trip Two – Planning Workshop

o Two roundtrip airfare tickets to Chicago	\$1,400.00
o Rental Car	\$250.00
o Hotel two people, one night	\$500.00
o Meals	\$250.00

Expenses will be billed to Cosley Zoo monthly by submission of receipts for expenses incurred. There will be no administrative markup.

ADDITIONAL SERVICES RATES

If requested by Cosley Zoo, the following hourly rates for additional services will be used to determine the extent of cost per service:

Principal (J. Powell/J. Stefansson):	\$200/hour
Architect/Landscape Architect (J. Collins):	\$140/hour
Sr. Designer (C. Collado):	\$120/hour
Designer (J. Wolf/B. Carley):	\$100/hour

REFERENCES/REFERENCE PROJECTS

The links below provide access to reports/planning documents completed since 2021 for three different client groups:

<u>Facility</u>	<u>Location</u>	<u>Contact</u>
ZooAmerica	Hershey, PA	Heather Storm 717-534-3363 hastorm@hersheypa.com ZooAmerica Plan.pdf
Maryland Zoo	Baltimore, MD	Karl Kranz 443-552-3350 Karl.kranz@marylandzoo.org Maryland-Zoo-in-Baltimore Plan.pdf
Wonder Gardens	Bonita Springs, FL	Neil Anderson 239-992-2591 neil@wondergardens.org Wonder-Gardens-Plan.pdf

Thank you for this opportunity to be of service to Cosley Zoo.

Regards,



Acceptance:

Representing Cosley Zoo

Date



A Registered Landscape Architect, Jón has over twenty-five years' experience in zoo planning and design. He previously was a principal of CLR Design, Inc, an architecture and landscape architecture firm specializing in zoo design, for seventeen years and is now working as an independent consultant. Jón has extensive knowledge of natural animal habitats and environments. His focus is to create naturalistic, environmentally friendly exhibits that enrich the experience for both the animal and visitor. Jón's design expertise together with his leadership skills create a positive project environment that has been recognized by a number of project awards from the AZA over the years.

PROFESSIONAL EXPERIENCE

Stefánsson Design & Consulting, LLC
President, Sept. 2018-present
Wayne, Pennsylvania

Shareholder and Project Director, 2001-Sept., 2018
Landscape Architect 1994-Sept., 2018
CLR Design, Inc.
Philadelphia, Pennsylvania

Landscape Designer
Andropogon Associates 1993-1994
Philadelphia, Pennsylvania

EDUCATION

Master of Arts with honors, Landscape
Architecture, 1993
The Pennsylvania State University

Bachelor of Arts with honors, Landscape
Architecture, 1991
The University of Minnesota

Associates Degree
Junior College of Akureyri, Iceland

HONORS AND AWARDS

2016 AZA Top Honors Award (>\$5M)
Penguin Coast
Maryland Zoo in Baltimore

2012 AZA Significant Achievement Award
African Elephant Crossing Cleveland Metroparks

Zoo2009 CAZA Baines Award for Outstanding
Achievement *Tundra Trek*
Toronto Zoo

2005 AZA Exhibit Award
Range of the Jaguar
Jacksonville Zoo and Gardens

2002 AZA Significant Achievement Award
The Birdhouse at Riverbanks
Riverbanks Zoo & Garden

SELECTED PROJECT EXPERIENCE

SMALL ANIMAL BUILDING

AFRICAN SAVANNA

ROCKY SHORES

BEASTRO

ANIMAL HEALTH CENTER

ELEPHANT ENCOUNTER

MASTER PLAN

Utah's Hogle Zoo

Salt Lake City, Utah

AFRICAN PENGUIN

GIRAFFE FEEDING STATION

ELEPHANT BARN RENOVATIONS

SITATUNGA EXHIBIT

Maryland Zoo in Baltimore

Baltimore, Maryland

TIGERS OF THE FOREST REALM

MEIJER GRIZZLY BEAR EXHIBIT

JANDERNOA TREETOPS OUTPOST

MASTER PLAN

FRONT ENTRY & VALLEY

John Ball Zoo

Grand Rapids, Michigan

MASTER PLAN

Omaha's Henry Doorly Zoo

Omaha, Nebraska

SNOW LEOPARD

AFRICAN PRIMATES

MASTER PLAN

Louisville Zoo

Louisville, Kentucky

LEMUR LOOKOUT

Brandywine Zoo

Wilmington, Delaware

AFRICAN ELEPHANT CROSSING

MASTER PLAN

Cleveland Metroparks Zoo

Cleveland, Ohio

ADVENTURES INTO THE WILD

Lake Delton, Wisconsin

ENTRANCE & PREDATOR RIDGE

Denver Zoo

Denver, Colorado

AFRICAN SAVANNA

San Francisco Zoo

San Francisco, California

UAE WORLD DESERT

NORTH KENYA SAFARI

Al Ain Wildlife Park & Resort

Al Ain, Abu Dhabi, UAE

AFRICA!

AVIARY

PRIMATE FOREST

ARCTIC ENCOUNTER

MASTER PLAN

Toledo Zoo

Toledo, Ohio

SMALL PRIMATE EXHIBIT

SNOW LEOPARD EXHIBIT

Cape May County Zoo

Cape May, New Jersey

MASTER PLAN

Ashgabat Zoo

Ashgabat, Turkmenistan

SDC Firm Description



Stefansson Design & Consulting, LLC (SDC) is a consulting firm that focuses on client-specific solutions in the field of animal and ecological conservation and education. Jon Stefansson, the President of SDC, has over twenty-five years of experience leading zoological institutions through the Master Plan process, designing large and small animal habitats, support facilities such as animal hospitals, restaurants and staff facilities, and working with owners and contractors during the construction process.



Jon brings a wealth of knowledge to each unique situation that requires a creative and sustainable solution. SDC's approach is a flexible team effort where the voice of the client and the needs of the guests and animals are the priority. SDC is constantly searching for better and more innovative overall solutions, while staying grounded and practical based on knowledge accumulated through years of experience.



SDC is committed to creating environments that stimulate and enrich the lives of the animals, educate and inform the visitors, and provide safe and functional buildings and spaces for staff.



June 25, 2024

Wheaton Park District
Attn: Rob Sperl, Director of Parks & Planning
102 E. Wesley
Wheaton, Illinois 60187

RE: Cosley Zoo Exhibits & Support Facility Existing Conditions Report

Dear Mr. Sperl,

di Domenico + Partners (dD+P) is pleased to submit our qualifications for consideration to develop an Exhibits & Support Facility Existing Conditions Report for Cosley Zoo in the Wheaton Park District. dD+P is well-equipped to provide the depth and experience necessary for a comprehensive assessment of the property. Our firm brings significant experience in working for public institutions and cultural organizations to develop thorough reports that inform strategic planning and the design and renovation of facilities and campuses at all scales.

For this project, we have identified the following consultant team who bring extensive experience with Zoos and associated facilities:

- **EXP Services P.C. – MEP/FP**
- **Sherpa Construction Consulting, LLC – Cost Estimating**
- **Romano-Gatland – Restaurant & Kitchen Design**

Our team's collective experience includes a range of work for various AZA-accredited organizations, having developed strong collaborative relationships with clients and stakeholders at Zoos and Aquariums across the country. We are dedicated to developing comprehensive works that ensure that these ecologically and educationally significant facilities meet the needs of their staff, wildlife population, and visitors for years to come. di Domenico + Partners is committed to Cosley Zoo's mission to serve, educate, and inspire conservation of the natural world.

Please find attached our qualifications. We are prepared to meet with you at your earliest convenience to discuss your goals for this assessment and our methodology to conduct this work.

Thank you for your consideration.

Sincerely,



John di Domenico, AIA, LEED AP
Principal
(917) 593-9933
jdidomenico@ddp-ny.com



EXP Services P.C.
MEP/FP

At EXP, we are dedicated to delivering extraordinary experiences. We're a team of engineers, designers, scientists, project managers, and technical specialists who continually innovate, explore, create, and imagine. We share a passion for excellence and a different way of doing business. Here, we believe the opportunities are endless when people work together.



Sherpa Construction Consulting, LLC
Cost Estimating

Sherpa Construction Consulting is an independent consulting firm with in-depth knowledge through experience and education. This is the firm with a passion to provide accurate results and honest answers. We value guiding projects to its desired destinations. We will be your partner, critic, and confidant in your pursuit to achieve a better built environment for today and tomorrow.



Romano-Gatland
Restaurant & Kitchen Design

Romano Gatland is among the world's leading consulting firms in the food service, materials management, laundry, and waste management industries. Established in 1964, we are a privately held company, owned and operated by working principles that are committed to delivering comprehensive and responsive services that accomplish client project goals. For over 55 years, Romano Gatland has built a respected reputation by successfully completing thousands of food service master planning and design projects. With headquarters on Long Island, in NY, Romano Gatland also operates offices throughout the world.

Fee Proposal	
Services	Fixed Fee
di Domenico + Partners - Architecture and Project Management	\$55,000.00
EXP Services P.C. - MEP / FP	\$33,000.00
Sherpa Construction Consulting - Cost Estimating	\$12,000.00
Romano-Gatland - Food Service Equipment	\$8,000.00
Total	\$108,000.00
Reimbursable Expenses	\$13,300.00

di Domenico + Partners	
Personnel	Rate
Principal	\$250.00
Project Manager	\$220.00
Senior Architect	\$220.00
Architect	\$170.00
Junior Architect	\$135.00
Project Designer / Technical	\$120.00
Junior Designer	\$105.00

EXP Services P.C.	
Personnel	Rate
Administrative Assistant 1	\$70.00
Administrative Assistant 2	\$80.00
Administrative Assistant 3	\$90.00
Engineer/Designer 1	\$100.00
Engineer/Designer 2	\$120.00
Engineer/Designer 3	\$130.00
Engineer/Designer 4	\$170.00
Engineer/Designer 5	\$200.00
Engineer/Designer 6	\$240.00
Engineer - Manager 1	\$225.00
Engineer - Manager 2	\$275.00
PM 1	\$150.00
PM 2	\$170.00
PM 3	\$190.00
PM 4	\$225.00
Executive	\$360.00

Sherpa Construction Consulting, LLC	
Personnel	Rate
Manager	\$260.00
Senior Mechanical	\$220.00
Senior Estimator	\$174.00
Estimator III	\$139.20
Estimator II	\$95.12

Romano Gatland	
Personnel	Rate
Principal	\$180.00
Project Manager	\$150.00
Associate	\$80.00

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2024 Northside Park Pickleball & Basketball Court - Change Order 1

DATE: September 18, 2024



SUMMARY:

Work has begun on the Northside Park pickleball & basketball courts. A proof roll was performed on August 20th to measure areas of unsuitable soil. As noted in the statement at the start of the project, this was expected to be significant. While the results were better than expected, there are still some areas that require undercuts. Additionally, staff looked into other methods to further strengthen the surface. Glass grid was among the options. The contractor provided pricing for this work in the amount of \$32,240.

PREVIOUS COMMITTEE/BOARD ACTION:

The Board reviewed various concepts for additional pickleball throughout the community and identified Northside Park as a preferred location at the March 1, 2023 board subcommittee meeting. A contract with Chicagoland Paving in the amount of \$123,800 was approved at the June 19, 2024 board meeting.

REVENUE OR FUNDING IMPLICATIONS:

Budget Item	Account #
\$250,000	40-000-000-57-5701-0000 – District Wide Add'l. Pickleball Courts

The original contract	\$123,800	Approved June 19, 2024
Change Order #1	\$32,240	Current Recommendation
Total	\$156,040	\$46,775 contingency remaining

STAKEHOLDER PROCESS:

District staff was asked to provide input on the plans in relation to existing programming at the park.

LEGAL REVIEW:

Bidding and contract documents were provided by our legal counsel.

ATTACHMENTS:

Revised Grading Plan- showing undercuts
Chicagoland Paving pricing for additional work
Recommendation letter from engineer

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners approve change order 1 from Chicagoland Paving in the amount of \$32,240.



DATE: 04/11/17
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SCALE: AS SHOWN

PICKLEBALL COURTS NORTHSIDE PARK

DESIGNED BY: [Name]
 PROJECT NO.: [Number]
 SHEET NO.: [Number]

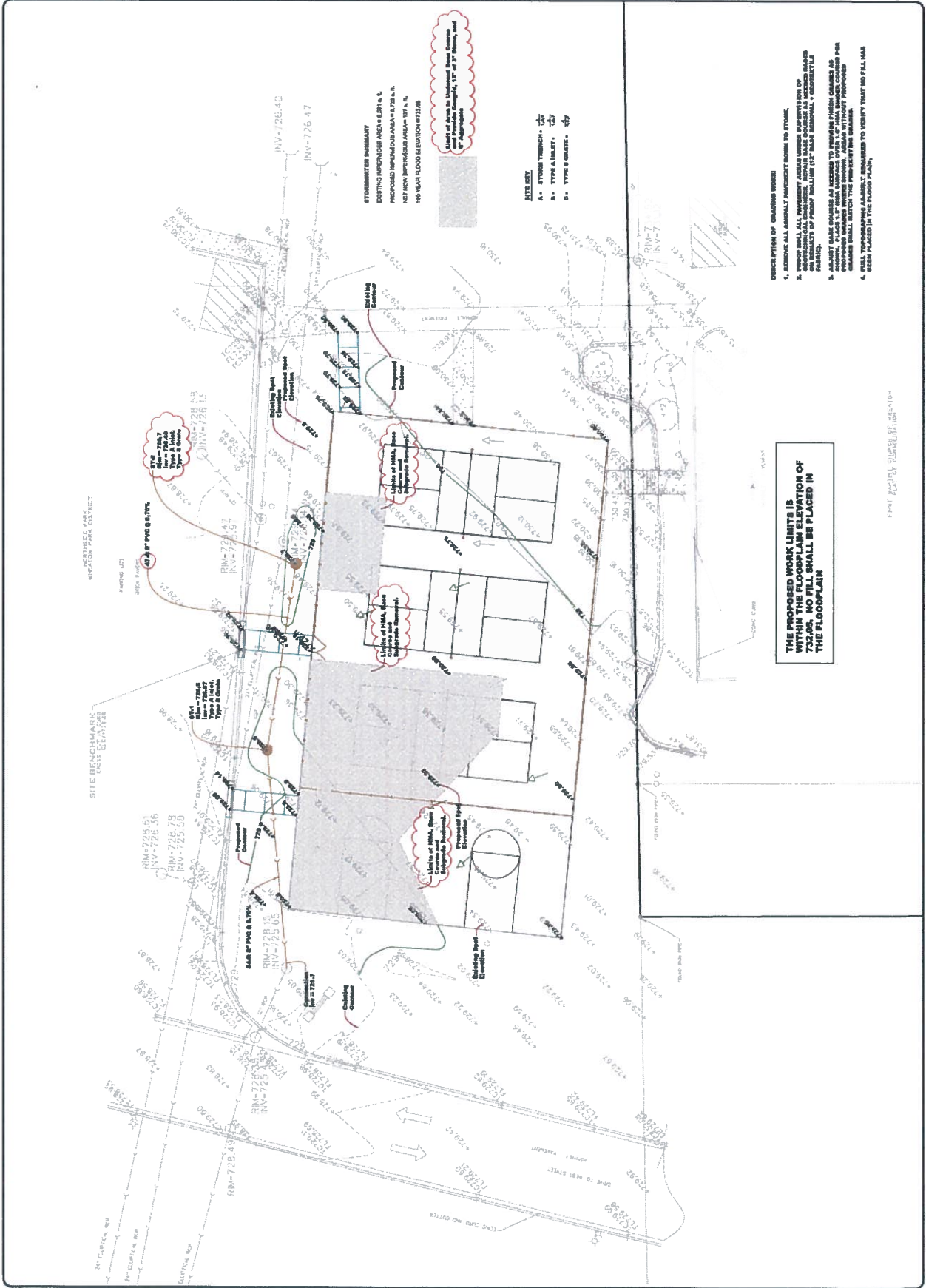


WHEELER, MCGRATH & ASHENG, LTD.
 1000 Highway 104, Suite 100, Scarborough, Ontario M1B 4Y7
 416-754-1111
 www.wma.ca

NO.	DATE	DESCRIPTION
1	04/11/17	ISSUED FOR PERMIT
2		
3		
4		
5		
6		
7		
8		
9		
10		

GRADING PLAN

C-1.0.4



STORMWATER SUMMARY
 EXISTING IMPERVIOUS AREA = 8,871 s.f.
 PROPOSED IMPERVIOUS AREA = 8,728 s.f.
 NET NEW IMPERVIOUS AREA = 137 s.f.
 1% YEAR FLOOD ELEVATION = 732.06

NOTE
 A. STORM TRENCH - [Symbol]
 B. TYPE A CURB - [Symbol]
 C. TYPE B CURB - [Symbol]

- DESCRIPTION OF GRADING WORK:**
- REMOVE ALL EXISTING IMPERVIOUS SURFACING.
 - PROVIDE ALL EXISTING IMPERVIOUS SURFACING WITHIN THE FLOODPLAIN ELEVATION OF 732.06. EXISTING IMPERVIOUS SURFACING SHALL BE REPAIRED OR REPLACED WITH IMPERVIOUS SURFACING.
 - ADJUST GROUND SURFACE AS NECESSARY TO PREVENT FLOOD DAMAGE AS DESCRIBED IN THIS GRADING PLAN. ALL FILL SHALL BE PLACED IN ACCORDANCE WITH THE PROPOSED GRADING PLAN. ALL FILL SHALL BE PLACED IN THE FLOODPLAIN.
 - VERIFY THAT ALL FILL HAS BEEN PLACED IN THE FLOODPLAIN.

THE PROPOSED WORK LIMITS IS WITHIN THE FLOODPLAIN ELEVATION OF 732.06. NO FILL SHALL BE PLACED IN THE FLOODPLAIN

DATE: 04/11/17

CHICAGOLAND PAVING CONTRACTORS, INC.
225 TELSER ROAD
LAKE ZURICH, IL 60047
TEL: 847-550-9681 FAX: 847-550-9684

August 29, 2024

Wheaton Park District
Mr Steve Hinchee
1000 Manchester Rd
Wheaton, IL 60187

Re: Wheaton Park District
Northside Park Pickleball and Basketball Court Construction
#24-47 - AUP #3 - Undercuts and Sidewalk

Mr. Hinchee,

Shown below is our pricing for the requested plan changes. Please provide us with your written approval by signing below and a formal change order if you would like the work to be completed at the prices shown.

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
Sidewalk Removal (140sf)	LS	1		\$490.00
New Sidewalk w/Excavation (200sf)	LS	1		\$5,000.00
Undercut (Fabric, 12" of 3" Rock, 6" CA-6) (305sy)	LS	1		\$15,250.00
Curb R&R (10')	LS	1		\$1,000.00
Landscape Restoration (100sy)	LS	1		\$1,000.00
			Total	\$22,740.00

Respectfully,



William R. Bowes, Vice President
Chicagoland Paving Contractors, Inc.

ACCEPTED: _____

Name / Title / Date

CHICAGOLAND PAVING CONTRACTORS, INC.
225 TELSER ROAD
LAKE ZURICH, IL 60047
TEL: 847-550-9681 FAX: 847-550-9684

July 17, 2024

Wheaton Park District
 Mr Steve Hinchee
 1000 Manchester Rd
 Wheaton, IL 60187

**Re: Wheaton Park District
 Northside Park Pickleball and Basketball Court Construction
 #24-47 - AUP #1 - Undercut Pricing Options**

Mr. Hinchee,

Shown below is our pricing for the requested undercut options. Please provide us with your written approval by signing below and a formal change order if you would like the work to be completed at the prices shown.

<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>	
Price to add 1" to the asphalt binder course for a total of 2.5" binder. The surface course will remain 1.5"	LS	1	\$8,500.00	\$8,500.00	
Price to install geogrid under the area of stone that is to be regraded.	LS	1	\$3,500.00	\$3,500.00	
Price to flip the stone on the other half in order to install same geogrid on area that was not excavated in base bid.	LS	1	\$10,000.00	\$10,000.00	
Price to install glass-grid between the binder course and surface course.	LS	1	\$9,500.00	\$9,500.00	Selected Option
Price to undercut the entire court 1', install specified geogrid and 3" stone.	LS	1	\$45,000.00	\$45,000.00	
Total				<hr/>	

Respectfully,


 William R. Bowes, Vice President
 Chicagoland Paving Contractors, Inc.

ACCEPTED: _____

Name / Title / Date



WEBSTER, MCGRATH & AHLBERG, LTD.

LAND SURVEYING — CIVIL ENGINEERING — LANDSCAPE ARCHITECTURE

2100 MANCHESTER RD, BUILDING A, SUITE 203, WHEATON, IL 60187

PH: 630-682-7803 FAX: 630-682-1760 WEB: WWW.WMALTD.COM

Date: August 30, 2024

To: Steve Hinchee
Superintendent of Planning

From: Benedict Bussman, Vice President

Re: North Side Park
Basketball and Pickleball Courts
Glass Grid

We have reviewed the Glass Grid system proposed by Chicagoland Paving and it is our opinion the system will extend the life of the pavement and reduce any chance of future pavement cracking.

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Change Order #2 – HDI Enterprises LLC - Central Athletic Complex
Kale Gym Sub Floor Replacement

DATE: September 18, 2024



SUMMARY:

The Kale Gym flooring project was bid out earlier this year and will include the replacement of the entire floor in this gym. When the flooring was removed, we identified that the existing sleepers/subfloor was deteriorating and unsuitable. The original plan was to replace this, before it was rebid with the hopes of reusing some of this material. The contractor proposed this change to construct a complete flooring system with foam insulation and a double layer of plywood.

The Contract Sum prior to this Change Order	\$144,463.50
The Contract Sum increased by Change Order #1	\$6,500.00
The New Contract Sum including Change Orders #1	\$150,963.50
The Contract Sum increased by Change Order #2	\$18,850
The New Contract Sum including Change Orders #2	\$169,813.50

PREVIOUS COMMITTEE/BOARD ACTION:

The board approved the bid from HDI Enterprises, LLC for the Kale Gym Floor Replacement Project at the February 21, 2024 board meeting.

REVENUE OR FUNDING IMPLICATIONS:

Account 40-000-187-57-5706-0000	\$200,000
Contract	\$144,463.50
C.O. #1	\$6,500
C.O. #2	\$18,850
Budget Balance	\$30,186.50

STAKEHOLDER PROCESS:

The Athletic Department was consulted regarding scheduling work.

LEGAL REVIEW:

N/A

ATTACHMENTS:

C.O. #2 from HDI Enterprises, LLC.

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners approve Change Order #2 from HDI Enterprises, LLC for the Central Athletic Complex Main Gym Floor Refinishing Project in the amount of \$18,850.

WHEATON PARK DISTRICT CHANGE ORDER

Project: Central Athletic Complex Kale Gym Floor Replacement Project

Change Order No.: 2

To: HDI Enterprises, LLC
Attn: Thomas Kopriva
10133 Hwy. 641 N
Puryear, TN 38251

Change Order Date: 8/19/24

Contract Date: 3/15/24

Contract For: Central Athletic Complex Kale Gym Floor – Install Foam and Plywood Sub floor

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

1. Install ½" foam pad and two (2) layers of 1 1/32" plywood for the subfloor. Install maple flooring on top of the subfloor.

Add to the Contract:

\$18,850.00

The original Contract Sum was	\$144,463.50
Net Change by previous Change Orders	\$6,500.00
The Contract Sum prior to this Change Order \$	\$150,963.50
The Contract Sum will be increased by this Change Order	\$18,850.00
The new Contract Sum including this Change Order will be	\$169,813.50
The Contract Time will not be changed	0
The Date of Completion as of the date of this Change Order therefore is	8/30/24

Wheaton Park District

Owner

102 East Wesley Street
Wheaton, IL 60187

Address


Michael J. Benard, Executive Director

Aug 19, 2024

HDI Enterprises, LLC

Contractor

10133 Hwy. 641 N
Puryear, TN 38251

Address


Thomas Kopriva, Operations Manager

Aug 19, 2024

BALANCED
PERFORMANCE SYSTEM

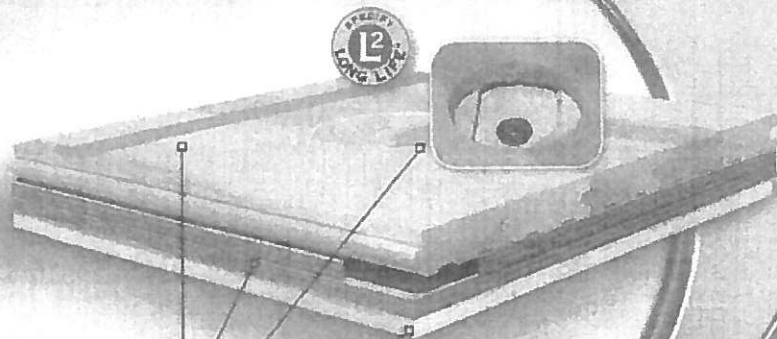
BPS™ LP

A VERSATILE LOW-PROFILE
ANCHORED PANEL SYSTEM

BPS LP
ANCHORED PANEL SYSTEM

An Advanced
Low-Profile System.

- Extra-low profile and high-profile options
- Versatile applications



- Horner MFMA Maple
- 3/8" rated panels
- Anchor with vertical slip action
- 1/4" foam

LEED
Options Available

BALANCED
PERFORMANCE SYSTEM

BPS™ LP

Traditional field houses, gymnasiums,
aerobic and dance floors, high
performance and competition facilities

PERFORMANCE

Tested in accordance DIN 18032-Part II / EN 1490-2006


PERFORMANCE CHARACTERISTICS

Shock Absorption	✓
Vertical Deflection	✓
Area of Deflection	✓
Ball Bounce	✓
Surface Friction (Coefficient of Friction/Sliding Coefficient)	✓
Rolling Load	✓

SPECIFICATIONS

- System Thickness*/Pad Options
- 25/32" MFMA Horner Maple:
 - 1 3/4" Floor using 1/4" foam pad and 3/8" rated sheathing
 - 31/32" MFMA Horner Maple: Add 1/4"
- *System Thickness is equivalent to slab depression for new facilities

MATERIALS

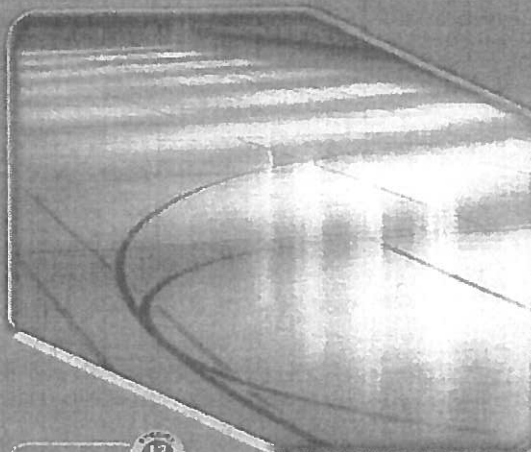
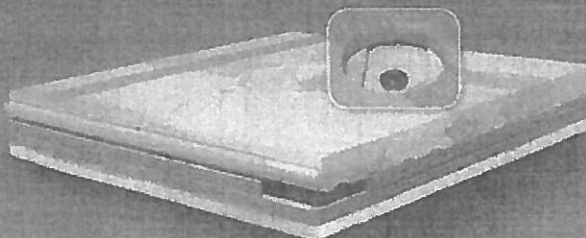
- Option: Specify Horner LongLife™ Maple 
- Subfloor: Rated sheathing
- Optional closed-cell foam pad
- Modified steel drive pin anchors
- Vapor retarder

GREEN LEED OPTIONS

- FSC Maple Flooring **MRC 7**
- FSC Subfloor Components **MRC 7 Exemplary Performance**

INSTALLATION PREFERENCES

- New Kent High School, New Kent, VA
- Paonia High School, Paonia, CO
- U.S. Basketball Association, Louisville, KY
- Dumars Residence, Bingham Farms, MI
- Greenbriar, White Sulphur Springs, WV



SPECIFY 

For extended wear life, choose **Long Life™** Horner's **Long Life™** flooring is 25/32" no-show hard maple with the same wear depth as 25/32" flooring. **Long Life™** provides the economical, cost savings and availability benefits of a 25/32" floor, with extended wear life. More resounds, stronger systems and extra hard. Why not value engineer?

HORNER FLOORING is the leading manufacturer of athletic flooring systems used in high school, college and professional arenas, and public and private training facilities.

Please contact us regarding our extended maintenance warranty options.



HORNER FLOORING COMPANY, INC.
800.380.0119 / www.hornerflooring.com

P.O. Box 360, 23400 Hellman Avenue, Dollar Bay, MI 49922
P: 805.482.1180 / F: 956.482.6115 / info@hornerflooring.com

SECTION 096466 — WOOD GYMNASIUM FLOORING**PART 1-GENERAL****1.1 DESCRIPTION**

- A. This document specifies a wood strip athletic floor system consisting, in general, of wood subflooring, maple flooring, vapor retarder, vertical restraints (system specific), sanding, sealers, finishes, game lines, and wall base
- B. The concrete contractor shall provide a concrete slab, smooth troweled and level to a tolerance of 1/8" (3mm) in a 10'0" (3m) radius, subject to the approval of the wood flooring contractor. LABOR AND MATERIALS NECESSARY TO PUT THE CONCRETE SLAB IN ACCEPTABLE CONDITION (HIGH AREAS GROUND DOWN AND LOW AREAS FILLED WITH APPROVED LEVELING COMPOUNDS) SHALL BE THE RESPONSIBILITY OF THE CONCRETE CONTRACTOR
 - 1. Concrete slab depression to be used with 7/16" (11mm) BPS pads shall be:
 - a. 2" (51mm) for 25/32" (20mm) thick flooring
 - b. 2 3/4" (57mm) for 33/32" (26mm) thick flooring.
 - 2. OPTION: Concrete slab depression to be used with 3/4" (6mm) foam shall be:
 - a. 1 13/16" (46mm) for 25/32" (20mm) thick flooring
 - b. 2 1/16" (52mm) for 33/32" (26mm) thick flooring.
 - 3. Concrete subfloors shall have an adequate vapor retarder beneath and at the perimeter of the slab.
 - 4. No pea gravel, river gravel or slag aggregate shall be allowed in the concrete. The concrete strength range at the time of wood flooring installation shall be between 3,000 PSI and 3,500 PSI

1.2 QUALITY ASSURANCE

- A. Supplier Qualifications
 - 1. Supplier of wood flooring shall be Horner Flooring Company.
 - 2. Basis of design shall be "Balanced Performance" sports floor system as provided by Horner Flooring, www.hornerflooring.com, (800-380-0119)
 - 3. Materials other than those listed must be approved 10 days prior to bid date by written addendum. Materials from non-approved manufacturers will not be accepted
- B. Installer Qualifications
 - 1. The flooring contractor shall be a Horner Accredited Installation Company with MFMA Accredited Installer(s) on-site for the duration of the wood floor installation; or, a contractor approved by Horner Flooring.
- C. Flooring shall be stored on the premises before installation commences as required for acclimation. Final determination as to acclimation will be made by the flooring contractor.
- D. System meets all DIN/EN requirements.

1.3 WORKING CONDITIONS

- A. The floor system shall not be delivered or installed until the concrete slab is properly cured and all masonry, plastering, tie work and overhead mechanical trades are completed and building is permanently enclosed and weathertight
- B. Permanent heat, light and ventilation shall be installed and operative during and after installation, maintaining a temperature range of 55° F (13° C) to 75° F (24° C) and a relative humidity range that changes no more than 15% from low to high humidity levels.
- C. HVAC System shall be operating in balance at levels and conditions consistent with those during permanent occupancy.

1.4 WARRANTY

- A. Horner Flooring Company hereby warrants the flooring materials to be free from manufacturing defects for a period of one year from the date of substantial completion. This warranty is expressly limited to the flooring materials supplied by Horner. This warranty is in lieu of all other warranties, expressed or implied including but not limited to any warranty of merchantability or fitness for a particular purpose, and of any other obligations on the part of Horner. This warranty does not cover floor damage caused by conditions beyond our control, such as fire, wind, floor surface chemical action, faulty maintenance, improper ventilation, faulty construction of building, Act of God, ordinary wear and tear, excess moisture and excess dryness, separation of concrete slab, settlement of walls, failure of floor if not installed properly, when installed over poured urethane if poured urethane returns to its liquid state, if poured

urethane releases from concrete slab or failure of floor if installed over polyvinyl chloride synthetic flooring. In the event of breach of any warranty, the liability of Horner shall be limited to repairing or replacing material and system components supplied by Horner and proven to be defective in manufacture, and shall not include any other damages, either direct or consequential.

- B. Extended warranties are based on maintenance and yearly/annual cleaning and recoating agreements with certified contractors

PART 2-PRODUCTS

2.1 MATERIAL

- A. Flooring shall be Horner 25/32" (20mm) or 33/32" (26mm) thick x 2 1/4" (57mm) or 1 1/2" (38mm) wide First, Second and Better, Third and Better or Third Grade, random length continuous tongue and groove and end-matched MFMA Northern Hard Maple, grade marked and stamped as manufactured by Horner Flooring Company.
OPTION: Horner Long Life™ flooring if so specified.
- B. Vapor retarder shall be 6 mil polyethylene.
- C. Subfloor shall be 4" x 8" x 3/8" (122cm x 244cm x 10mm) rated sheathing, exposure 1, plywood; bottom sheet shall be padded with 7/16" (11mm) Horner BPS (SAFE™) pad by manufacturer.
OPTION: Rawl type (R-II) restraint if so specified
OPTION: Pads can be replaced with 1/2" (6mm) closed cell polyethylene foam.
- D. Fasteners
1. Flooring fasteners shall be 1-1/4" (51mm) barbed cleat or 15 gauge (1.8mm) coated staples.
OPTION: If Horner Long Life™ is specified, use 1 1/2" (51mm) 15 gauge (1.8mm) staples only
 2. Subflooring fasteners shall be 1" (25mm) cleats or staples
- E. Wall base shall be 3" x 4" (76mm x 102mm) Vent Cove heavy duty molded, vented base with premolded outside corners as supplied by Horner Flooring Company. Specify color black or brown.
- F. Finish material shall be specified from the latest listing provided by the MFMA, and shall be applied according to finish manufacturer's instructions.
- G. Gameline paint shall be compatible with finish.
- H. Stop blocking, where heavy loads are anticipated, stop blocking shall be installed between pad locations.

PART 3-EXECUTION

3.1 INSPECTION

- A. Inspect concrete slab for proper tolerance and dryness and report any discrepancies to the general contractor for correction.
- B. The concrete slab shall be cleaned of all debris so flooring contractor will have adequate access to work surface.
- C. All overhead work and wet trades shall be complete in floor work area.

3.2 INSTALLATION

- A. Cover concrete with 6 mil polyethylene, sealing and lapping joints a minimum of 4" (102mm).
- B. Install padded bottom layer of plywood at a 45o angle across the long dimension of the finished floor, leaving a 1" (25mm) space along the 8' (244cm) side and a 2" (51mm) space at the ends of each sheet and installed in a running bond pattern.
OPTION: Drill for R-II restraint installation if so specified.
1. If 1/2" (6mm) closed cell polyethylene foam option is utilized, install foam before installing bottom layer of plywood, substituting unpadded plywood for padded plywood
- C. Install top layer of plywood in a running bond pattern perpendicular (90o) to the bottom layer leaving a 1" (25mm) space along the 8' (244cm) side and a 2" (51mm) space at the ends of each sheet and installed in a running bond pattern.
- D. If so specified, install Horner's BPS hold downs according to manufacturer's instruction.
- E. Install flooring parallel to the long dimension of the room by power nailing or stapling 10"-12" (254mm-305mm) o.c.
1. Provide 2" (51mm) expansion voids at the perimeter and at all vertical obstructions

- F. Stop blocking 4"x4" minimum shall be attached to underside of 1st layer of subfloor allowing a maximum of 1/4" less than pad thickness where heavy loads are anticipated.
- G. Solid blocking shall be attached to areas under bleachers in the closed position. Solid blocking shall match the thickness of system pad. Solid blocking shall be a minimum of 4" wide and 12" O.C.
- H. Expansion Provisions-Size joints between maple flooring strips to allow for intermediate expansion in accordance with expected humidity changes and conditions in the space.

3.3 FLOOR SANDING

- A. Machine sand with coarse, medium and fine paper to a smooth, even and uniform surface.
- B. Remove sanding dust from entire surface by tack of vacuum.
- C. Refer to MFMA sanding and finishing guide for procedures.

3.4 FINISHING

- A. Inspect entire area of floor to insure that surface is acceptable for finishing, completely free from sanding dust and perfectly clean.
- B. Apply seal and finish per finish manufacturer's instructions.
- C. Buff and clean floor between each coat or as necessary.
- D. Paint game lines as shown on drawings, between seal coats.
- E. Game line paint shall be compatible with finish.

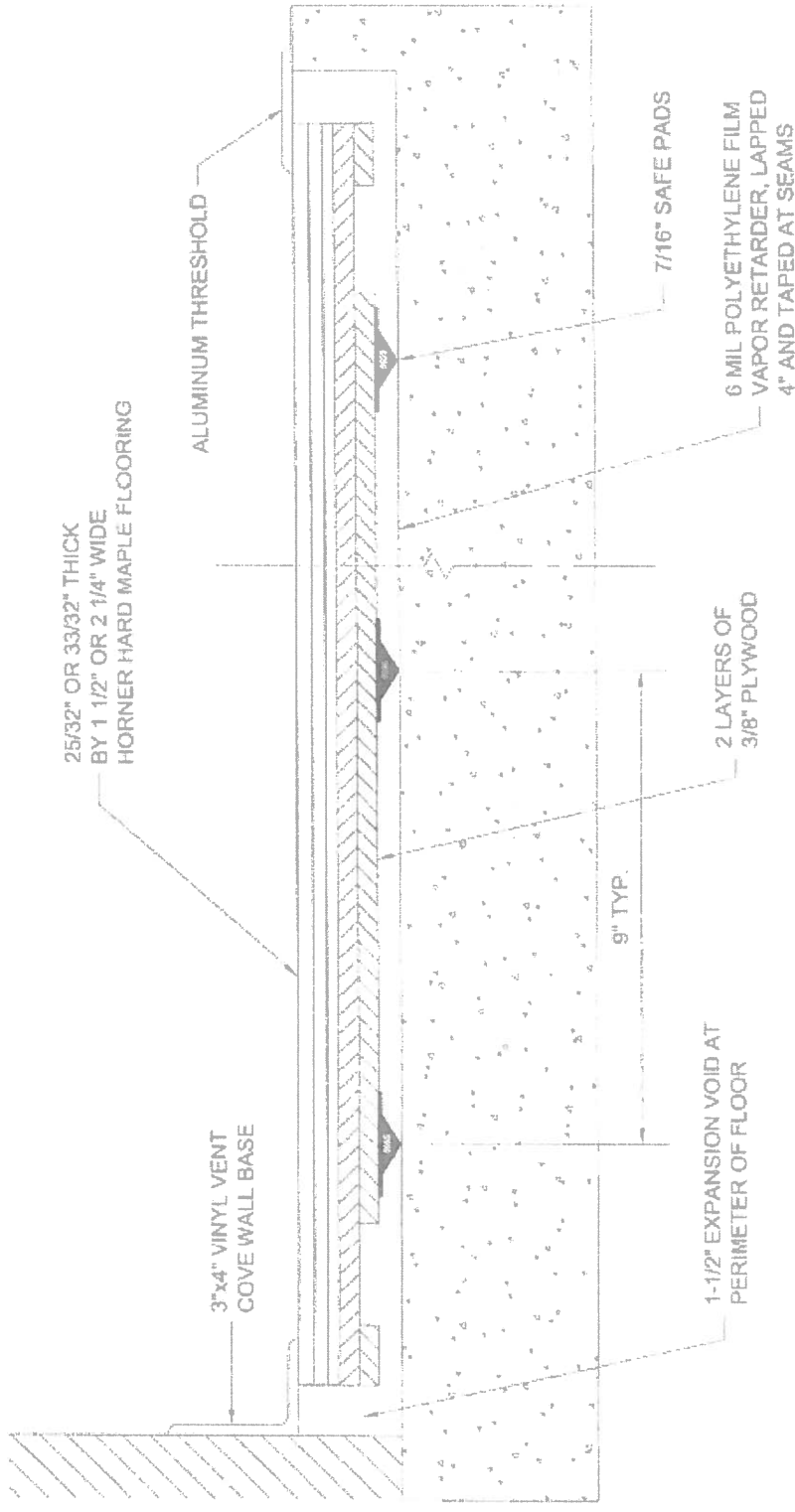
3.5 BASE INSTALLATION

- A. Install Vent Cove base, mitering inside corners and anchoring to walls with base cement or screws and anchors.

3.6 MAINTENANCE

- A. Upon completion of floor installation, the owner, attendants or individuals in charge and responsible for the upkeep of the building are to see that the care and maintenance instructions outlined within the provided Horner Care and Maintenance Manual are followed. Horner flooring and certified dealers may offer extended warranty and maintenance agreements. It is recommended that any extended agreements include maintenance and recoats by the original installing contractor or related/recommended parties. (See maintenance/cleaning and recoating information on Horner Flooring website)

END OF SECTION

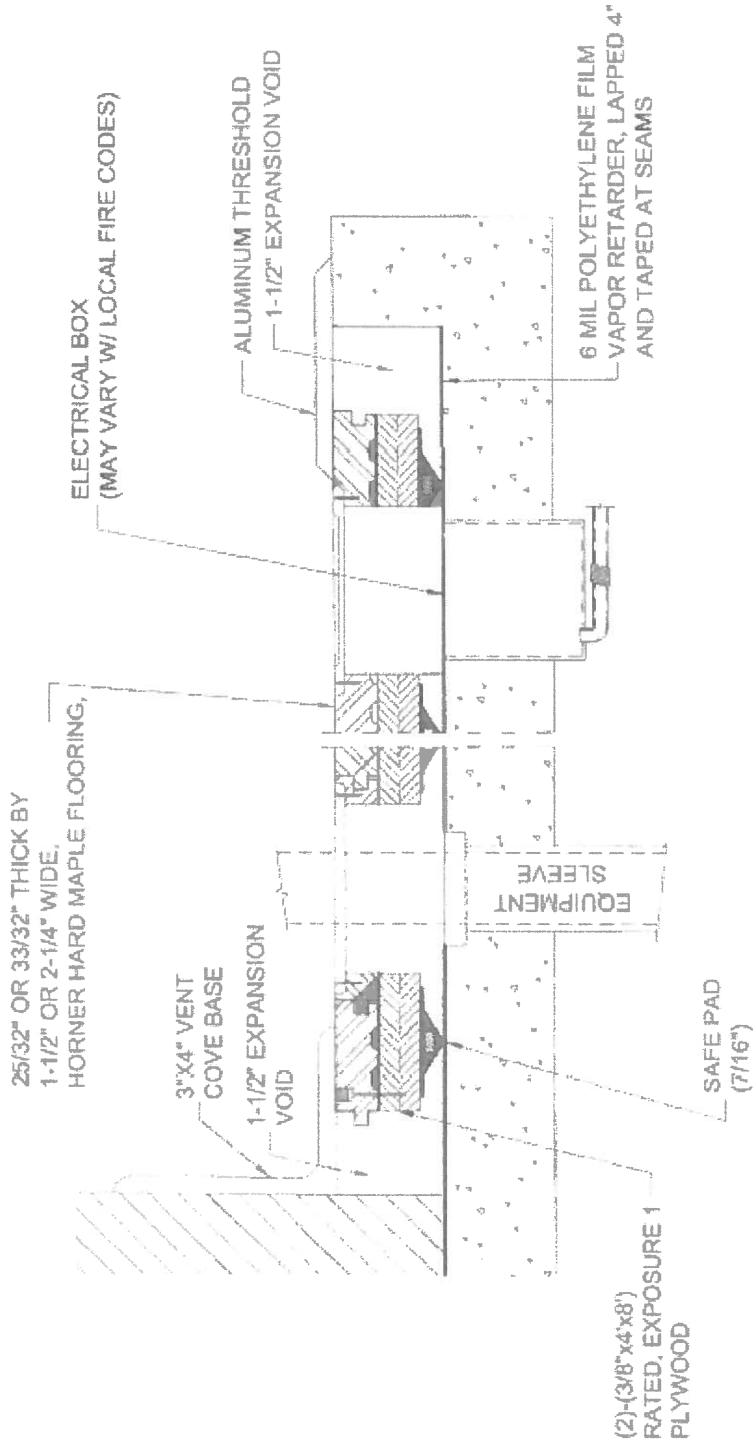


BALANCED PERFORMANCE SYSTEM (BPS) - SIDE VIEW

HORNER FLOORING COMPANY
 DOLLAR BAY, MI
 11-01-09

SLAB DEPRESSION	
FLOORING	25/32" (20mm)
REGULAR PROFILE	7/16" PADS (11mm)
LOW PROFILE	1/4" FOAM (11mm)
HIGH PROFILE*	3/4" PADS (19mm)
	2-5/16" (59mm)
	2-9/16" (65mm)

*THIS OPTION ALSO INCLUDES 2 LAYERS OF 15/32" PLYWOOD



BALANCED PERFORMANCE SYSTEM

HORNER FLOORING COMPANY

DOLLAR BAY, MI

11-01-09

TO: Board of Commissioners

FROM: Daniel Novak, Director of Arrowhead Operation
Neil Dalcero, Arrowhead Building Engineer

THROUGH: Michael Benard, Executive Director

RE: Vendor Change Request | 2024 Recycling Services

DATE: September 18, 2024



SUMMARY:

In May 2024, the Wheaton Park District Board of Commissioners approved bid results for Waste Removal, Recycling and Composting Services throughout the district facilities.

Arrowhead Golf Club is requesting a change in vendor for recycling service. LRS LCC was awarded the recycling contract, however Arrowhead is seeking a vendor that can provide a service vehicle that performs front end loading versus rear end loading. This request stems from the location of the dumpsters and the effect the large vehicles impact the asphalt within the vicinity and turning circumference.

In October of 2024, an asphalt replacement project is scheduled to repair and replace the loading dock area at Arrowhead Golf Club. Staff are looking to protect this investment by limiting the wear and tear in this location and have Groot Industries provide a recycling service with front end loading capabilities in addition to the trash service that they currently provide.

PREVIOUS COMMITTEE/BOARD ACTION:

On May 15, 2024, contracts for waste services were approved.

Company	Total Annual Cost – Trash	Cost per Ton 20 Yd & 30 Yd	Total Annual Cost – Recycling	Total Annual Cost - Composting
Groot Industries	\$49,337.92	\$62	\$8,198.56	\$5,319.00
Waste Management	\$72,584.33	\$63	\$9,552.04	N/A
LRS LLC	\$79,216.37	\$65	\$5,772.81	\$14,040.00

REVENUE OR FUNDING IMPLICATIONS:

Funds for these services are budgeted in the respective accounts for their service locations. The change in service will increase Arrowheads Operational Budget by \$1,353.48 per year.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioners approve a change request for Arrowhead Golf Club for recycling services and award the service to Groot Industries at an additional annual cost of \$1,353.48 per year.

WHEATON PARK DISTRICT



Financial Overview

August, 2024

Financial Overview Table of Contents

Page #s	Statement Description
Board Requested	
<u>1</u>	WPD Summary
<u>2</u>	AGC Month and Year to Date Departmental Operating Summary
<u>3</u>	Cosley Zoo Analysis
<u>4</u>	Cash & Investments
<u>5</u>	Cash/Fund Balance Target Status Report
<u>6</u>	Investments Report
Balance Sheets	
<u>7</u>	General Fund Balance Sheets
<u>8</u>	Recreation Fund Balance Sheets
<u>9</u>	Cosley Zoo Fund Balance Sheets
<u>10</u>	Debt Service Fund Balance Sheets
<u>11</u>	Capital Projects Fund Balance Sheets
<u>12</u>	Arrowhead Golf Club Fund Balance Sheets
<u>13</u>	Information Technology Internal Service Fund Balance Sheets
<u>14</u>	Health Insurance Internal Service Fund Balance Sheets
Operating Statements Year To Date	
<u>15</u>	General Fund
<u>15</u>	Recreation Fund
<u>15</u>	Cosley Zoo Fund
<u>16</u>	Debt Service Fund
<u>16</u>	Capital Projects Fund
<u>16</u>	Arrowhead Golf Club Fund
<u>17</u>	Information Technology Internal Service Fund
<u>17</u>	Health Insurance Internal Service Fund
Operating Statements By Department Year To Date	
<u>18</u>	General Fund
<u>18 - 20</u>	Recreation Fund
<u>21 - 22</u>	Cosley Zoo Fund
<u>22 - 23</u>	Arrowhead Golf Club Fund
Special Areas Operating Statements	
<u>24</u>	Parks Plus Fitness Operating Summary
<u>25</u>	Central Athletic Complex Operating Summary
<u>26</u>	Special Events

WPD Summary

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	\$47,231,295	\$2,578,920	\$2,851,230	(\$272,310)	-9.55%	\$25,395,690	\$26,222,643	(\$826,953)	-3.15%
5-Expenses	(\$54,218,119)	(\$2,865,391)	(\$2,770,020)	(\$95,371)	-3.44%	(\$24,550,075)	(\$22,571,573)	(\$1,978,502)	-8.77%
Grand Total	(\$6,986,824)	(\$286,471)	\$81,210	(\$367,682)	-452.75%	\$845,615	\$3,651,070	(\$2,805,455)	-76.84%
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	\$5,940,543	\$261,736	\$511,480	(\$249,744)	-48.83%	\$3,649,632	\$3,881,990	(\$232,358)	-5.99%
5-Expenses	(\$6,426,211)	(\$451,070)	(\$406,158)	(\$44,913)	-11.06%	(\$3,691,938)	(\$4,320,526)	\$628,588	14.55%
10-General Total	(\$485,668)	(\$189,335)	\$105,322	(\$294,657)	-279.77%	(\$42,306)	(\$438,536)	\$396,230	90.35%
20-Recreation									
4-Revenues	\$12,460,352	\$833,774	\$993,265	(\$159,491)	-16.06%	\$8,588,236	\$8,115,077	\$473,159	5.83%
5-Expenses	(\$13,501,071)	(\$989,187)	(\$1,021,069)	\$31,882	3.12%	(\$8,347,664)	(\$8,631,197)	\$283,532	3.28%
20-Recreation Total	(\$1,040,719)	(\$155,413)	(\$27,803)	(\$127,610)	-458.98%	\$240,572	(\$516,119)	\$756,691	146.61%
22-Cosley Zoo									
4-Revenues	\$2,091,469	\$125,184	\$163,857	(\$38,673)	-23.60%	\$1,331,277	\$1,215,511	\$115,766	9.52%
5-Expenses	(\$2,187,227)	(\$122,001)	(\$119,911)	(\$2,089)	-1.74%	(\$1,223,214)	(\$1,156,390)	(\$66,823)	-5.78%
22-Cosley Zoo Total	(\$95,758)	\$3,183	\$43,945	(\$40,762)	-92.76%	\$108,063	\$59,121	\$48,943	82.78%
30-Debt Service									
4-Revenues	\$2,839,660	\$9,123	\$8,201	\$922	11.24%	\$1,494,886	\$1,435,052	\$59,835	4.17%
5-Expenses	(\$2,892,490)	\$0	\$0	\$0	0.00%	(\$107,900)	(\$126,050)	\$18,150	14.40%
30-Debt Service Total	(\$52,830)	\$9,123	\$8,201	\$922	11.24%	\$1,386,986	\$1,309,002	\$77,985	5.96%
40-Capital Projects									
4-Revenues	\$10,999,116	\$46,296	\$53,781	(\$7,485)	-13.92%	\$1,959,172	\$3,880,124	(\$1,920,952)	-49.51%
5-Expenses	(\$15,900,728)	(\$363,918)	(\$249,967)	(\$113,951)	-45.59%	(\$3,648,013)	(\$1,339,663)	(\$2,308,350)	-172.31%
40-Capital Projects Total	(\$4,901,612)	(\$317,622)	(\$196,186)	(\$121,436)	-61.90%	(\$1,688,841)	\$2,540,461	(\$4,229,302)	-166.48%
60-Golf Fund									
4-Revenues	\$10,205,750	\$1,288,395	\$1,108,948	\$179,447	16.18%	\$6,994,596	\$6,500,423	\$494,173	7.60%
5-Expenses	(\$10,615,738)	(\$726,382)	(\$793,389)	\$67,007	8.45%	(\$5,809,731)	(\$5,455,401)	(\$354,329)	-6.50%
60-Golf Fund Total	(\$409,988)	\$562,013	\$315,560	\$246,453	78.10%	\$1,184,865	\$1,045,022	\$139,843	13.38%
70-Information Technology									
4-Revenues	\$586,031	\$0	\$0	\$0	0.00%	\$292,940	\$259,898	\$33,041	12.71%
5-Expenses	(\$585,781)	(\$37,017)	(\$30,456)	(\$6,561)	-21.54%	(\$351,112)	(\$340,941)	(\$10,171)	-2.98%
70-Information Technology Total	\$250	(\$37,017)	(\$30,456)	(\$6,561)	-21.54%	(\$58,173)	(\$81,043)	\$22,870	28.22%
75-Health Insurance									
4-Revenues	\$2,108,374	\$14,412	\$11,698	\$2,714	23.20%	\$1,084,951	\$934,567	\$150,384	16.09%
5-Expenses	(\$2,108,874)	(\$175,816)	(\$149,071)	(\$26,745)	-17.94%	(\$1,370,503)	(\$1,201,405)	(\$169,098)	-14.08%
75-Health Insurance Total	(\$500)	(\$161,404)	(\$137,373)	(\$24,031)	-17.49%	(\$285,552)	(\$266,837)	(\$18,714)	-7.01%
Grand Total	(\$6,986,824)	(\$286,471)	\$81,210	(\$367,682)	-452.75%	\$845,615	\$3,651,070	(\$2,805,455)	-76.84%

AGC Month & YTD Summary

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	\$33,500	\$35,862	\$39,656	(\$3,794)	-9.57%	\$117,168	\$63,842	\$53,325	83.53%
5-Expenses	(\$2,125,493)	(\$98,572)	(\$99,152)	\$581	0.59%	(\$918,705)	(\$816,096)	(\$102,609)	-12.57%
000-Administration Total	(\$2,091,993)	(\$62,710)	(\$59,496)	(\$3,213)	-5.40%	(\$801,537)	(\$752,253)	(\$49,284)	-6.55%
101-Parks Maintenance									
5-Expenses	(\$42,674)	(\$2,108)	(\$1,862)	(\$246)	-13.23%	(\$31,208)	(\$30,853)	(\$355)	-1.15%
101-Parks Maintenance Total	(\$42,674)	(\$2,108)	(\$1,862)	(\$246)	-13.23%	(\$31,208)	(\$30,853)	(\$355)	-1.15%
601-Golf Maintenance									
4-Revenues	\$0	\$0	\$0	\$0	0.00%	\$0	\$2,396	(\$2,396)	-100.00%
5-Expenses	(\$1,530,359)	(\$90,727)	(\$140,500)	\$49,773	35.43%	(\$886,534)	(\$858,205)	(\$28,329)	-3.30%
601-Golf Maintenance Total	(\$1,530,359)	(\$90,727)	(\$140,500)	\$49,773	35.43%	(\$886,534)	(\$855,809)	(\$30,725)	-3.59%
611-Pro Shop/Golf Fees									
4-Revenues	\$3,408,250	\$557,868	\$482,430	\$75,438	15.64%	\$2,780,921	\$2,629,942	\$150,979	5.74%
5-Expenses	(\$1,105,083)	(\$118,877)	(\$92,501)	(\$26,376)	-28.51%	(\$718,946)	(\$607,221)	(\$111,726)	-18.40%
611-Pro Shop/Golf Fees Total	\$2,303,167	\$438,991	\$389,929	\$49,061	12.58%	\$2,061,974	\$2,022,721	\$39,253	1.94%
612-Food and Beverage									
4-Revenues	\$6,744,000	\$694,666	\$586,862	\$107,804	18.37%	\$4,088,949	\$3,800,072	\$288,877	7.60%
5-Expenses	(\$5,801,446)	(\$416,081)	(\$459,358)	\$43,276	9.42%	(\$3,253,231)	(\$3,142,302)	(\$110,929)	-3.53%
612-Food and Beverage Total	\$942,554	\$278,584	\$127,505	\$151,080	118.49%	\$835,718	\$657,769	\$177,949	27.05%
613-Cross Country Skiing									
4-Revenues	\$20,000	\$0	\$0	\$0	0.00%	\$7,559	\$4,172	\$3,387	81.18%
5-Expenses	(\$10,683)	(\$17)	(\$17)	(\$1)	-3.65%	(\$1,107)	(\$724)	(\$382)	-52.80%
613-Cross Country Skiing Total	\$9,318	(\$17)	(\$17)	(\$1)	-3.65%	\$6,452	\$3,448	\$3,005	87.14%
60-Golf Fund Total	(\$409,988)	\$562,013	\$315,560	\$246,453	78.10%	\$1,184,865	\$1,045,022	\$139,843	13.38%
Grand Total	(\$409,988)	\$562,013	\$315,560	\$246,453	78.10%	\$1,184,865	\$1,045,022	\$139,843	13.38%

Zoo Analysis

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	\$1,267,884	\$14,546	\$72,232	(\$57,687)	-79.86%	\$706,771	\$661,871	\$44,901	6.78%
42-Charges for Services	\$654,248	\$76,532	\$70,080	\$6,452	9.21%	\$449,730	\$393,746	\$55,984	14.22%
44-Rentals	\$63,000	\$5,288	\$6,520	(\$1,232)	-18.90%	\$49,265	\$48,325	\$940	1.94%
45-Product Sales	\$1,000	\$150	\$0	\$150	0.00%	\$350	\$925	(\$575)	-62.16%
46-Grants & Donations	\$95,338	\$9,790	\$8,355	\$1,435	17.17%	\$67,101	\$58,778	\$8,323	14.16%
47-Misc. Income	\$0	\$127	\$48	\$80	166.10%	\$768	\$9,602	(\$8,835)	-92.01%
48-Interest Income	\$10,000	\$18,752	\$6,622	\$12,130	183.18%	\$57,292	\$42,264	\$15,029	35.56%
49-Transfers In	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
4-Revenues Total	\$2,091,469	\$125,184	\$163,857	(\$38,673)	-23.60%	\$1,331,277	\$1,215,511	\$115,766	9.52%
5-Expenses									
51-Salaries & Wages	(\$1,335,560)	(\$97,765)	(\$90,954)	(\$6,811)	-7.49%	(\$812,812)	(\$742,920)	(\$69,892)	-9.41%
52-Contractual Services	(\$468,422)	(\$7,924)	(\$11,546)	\$3,622	31.37%	(\$220,775)	(\$178,179)	(\$42,595)	-23.91%
53-Supplies	(\$206,020)	(\$12,013)	(\$13,677)	\$1,664	12.17%	(\$102,846)	(\$102,703)	(\$143)	-0.14%
54-Other Charges	(\$77,225)	(\$4,299)	(\$3,735)	(\$564)	-15.11%	(\$36,782)	(\$31,973)	(\$4,809)	-15.04%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$615)	\$615	100.01%
59-Transfers Out	(\$100,000)	\$0	\$0	\$0	0.00%	(\$50,000)	(\$100,000)	\$50,000	50.00%
5-Expenses Total	(\$2,187,227)	(\$122,001)	(\$119,911)	(\$2,089)	-1.74%	(\$1,223,214)	(\$1,156,390)	(\$66,823)	-5.78%
Cosley Zoo Total	(\$95,758)	\$3,183	\$43,945	(\$40,762)	-92.76%	\$108,063	\$59,121	\$48,943	82.78%
Foundation									
Concessions									
1-Concession Sales	\$55,000	\$10,313	\$5,635	\$4,678	83.01%	\$45,048	\$38,618	\$6,430	16.65%
2-Concession COGS	(\$20,000)	(\$7,263)	(\$3,791)	(\$3,472)	-91.58%	(\$17,967)	(\$14,974)	(\$2,993)	-19.99%
3-Concession Supplies	(\$2,000)	(\$421)	\$0	(\$421)	0.00%	(\$958)	(\$142)	(\$815)	-574.26%
Concessions Total	\$33,000	\$2,629	\$1,844	\$785	42.56%	\$26,123	\$23,502	\$2,621	11.15%
Gift Shop									
1-Gift Shop Sales	\$180,000	\$23,267	\$24,747	(\$1,480)	-5.98%	\$122,943	\$122,356	\$586	0.48%
2-Gift Shop COGS	(\$68,000)	(\$5,425)	(\$6,214)	\$789	12.69%	(\$37,501)	(\$33,425)	(\$4,076)	-12.20%
Gift Shop Total	\$112,000	\$17,842	\$18,533	(\$691)	-3.73%	\$85,441	\$88,931	(\$3,490)	-3.92%
Concession & Gift Shop									
4-Concession & Gift Shop Wages	(\$98,060)	(\$9,543)	(\$7,970)	(\$1,574)	-19.74%	(\$65,478)	(\$57,449)	(\$8,029)	-13.98%
Concession & Gift Shop Total	(\$98,060)	(\$9,543)	(\$7,970)	(\$1,574)	-19.74%	(\$65,478)	(\$57,449)	(\$8,029)	-13.98%
Foundation Total	\$46,940	\$10,927	\$12,407	(\$1,480)	-11.93%	\$46,087	\$54,984	(\$8,897)	-16.18%
Grand Total	(\$48,818)	\$14,110	\$56,353	(\$42,242)	-74.96%	\$154,150	\$114,105	\$40,046	35.10%

Cash & Investments

Description	Current Month	Prior Month	Current Month, Prior Year
<i>Operating Funds</i>			
10-General	4,145,817	4,326,567	4,750,656
20-Recreation	7,508,213	7,827,905	8,338,157
21-Special Recreation	235,530	222,892	225,989
22-Cosley Zoo	1,543,562	1,536,325	1,516,724
23-Liability	340,922	379,456	331,143
24-Audit	22,409	24,040	24,010
25-FICA	409,918	458,183	535,174
26-IMRF	471,280	480,134	604,825
30-Debt Service	2,267,078	2,257,955	2,127,651
60-Golf Fund	6,961,799	6,433,935	6,034,292
70-Information Technology	(39,055)	(2,038)	(61,925)
75-Health Insurance	(9,059)	151,449	9,073
Total Operating Funds	23,858,414	24,096,802	24,435,769
<i>Capital Funds</i>			
40-Capital Projects	9,541,513	9,638,393	11,577,264
Total Capital Funds	9,541,513	9,638,393	11,577,264
Total District Funds	33,399,927	33,735,195	36,013,033

Fund Balance Target Analysis
August, 2024

	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 2024 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	5,144,211	11,448,427	2,087,227	668,723	37,414	745,476	519,536	1,301,942	9,680,738
FY 2024 Targets									
Target Minimum	1,286,050	1,908,070	521,810	167,180	9,350	186,370	129,880	5,000	1,613,460
Target Maximum	2,572,110	3,816,140	1,043,610	334,360	18,710	372,740	259,770	1,301,942	3,226,910
Fund Balance as of August, 2024									
Fund Balance as of 12/31/2023	4,073,507	5,447,982	1,484,000	337,953	41,227	569,756	544,551		
Net Profit (Loss) YTD thru August, 2024	(42,306)	240,572	108,063	2,968	(18,817)	(171,276)	(117,053)		
Fund Balance as of August, 2024	4,031,201	5,688,554	1,592,063	340,922	22,409	398,480	427,499		
Cash & Investments 12/31/2023								880,092	5,947,698
Cash & Investments August, 2024								2,267,078	6,961,799
Analysis Results									
	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	1,459,091	1,872,414	548,453	6,562	3,699	25,740	167,729	965,136	3,734,889

All Funds Investment Report

Description	Current Balance	Prior Month Balance	Prior Year Balance
1110-Certificates of Deposit			
10-General	0	0	548,623
20-Recreation	2,250,000	2,250,000	4,548,623
21-Special Recreation	0	0	78,825
22-Cosley Zoo	0	0	825,672
23-Liability	0	0	129,273
24-Audit	0	0	0
25-FICA	0	0	50,448
26-IMRF	0	0	50,448
30-Debt Service	250,000	250,000	482,787
40-Capital Projects	3,430,194	3,430,194	4,107,297
60-Golf Fund	2,683,544	2,680,534	2,648,870
75-Health Insurance	0	0	0
Total Certificates of Deposit	8,613,738	8,610,728	13,470,866
1120-Treasuries			
10-General	1,170,378	2,671,642	3,690,686
20-Recreation	1,168,328	2,590,612	3,611,706
21-Special Recreation	3,155	124,733	121,578
22-Cosley Zoo	4,924	194,655	189,731
23-Liability	0	0	0
24-Audit	275	10,858	10,583
25-FICA	7,008	277,053	270,045
26-IMRF	9,178	362,837	353,659
30-Debt Service	0	0	0
40-Capital Projects	2,493,167	2,493,167	3,965,291
60-Golf Fund	842,654	1,164,807	1,513,856
75-Health Insurance	16	16	411
Total Treasuries	5,699,083	9,890,380	13,727,546
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	14,312,821	18,501,109	27,198,411

General Fund Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	2,975,439	1,654,924	511,347
11-Investments	1,170,378	2,671,642	4,239,309
12-Receivables	5,284,417	5,293,464	5,138,319
13-Interfund Receivables	0	0	0
14-Inventory	4,826	5,021	5,253
16-Prepaid/Deposits/Escrows	0	0	0
Total Assets	9,435,060	9,625,052	9,894,227
Liabilities			
20-ST Payables	(7,404)	(114)	(16,661)
21-Payroll Payables	(62,273)	(64,218)	(57,300)
22-Accruals	(53,804)	(53,804)	(48,545)
23-Interfund Payables	0	0	0
24-Unearned Revenues	(5,235,136)	(5,240,888)	(5,059,818)
25-Deposits/Uncashed/Stale Dated	(5,238)	(5,488)	(3,513)
29-Deferred Inflows	(40,003)	(40,003)	0
Total Liabilities	(5,403,859)	(5,404,516)	(5,185,837)
30-Fund Balance	(4,031,201)	(4,220,536)	(4,708,391)
Liabilities and Fund Balance	(9,435,060)	(9,625,052)	(9,894,227)

Recreation Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	4,089,885	2,987,293	177,829
11-Investments	3,418,328	4,840,612	8,160,329
12-Receivables	6,168,193	6,202,902	5,679,426
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	255	0	0
Total Assets	13,676,661	14,030,807	14,017,584
Liabilities			
20-ST Payables	(456,249)	(456,810)	(425,184)
22-Accruals	(73,563)	(73,563)	(71,576)
24-Unearned Revenues	(7,454,146)	(7,650,338)	(6,856,376)
25-Deposits/Uncashed/Stale Dated	(4,150)	(6,130)	(61,107)
Total Liabilities	(7,988,107)	(8,186,841)	(7,414,242)
30-Fund Balance	(5,688,554)	(5,843,967)	(6,603,341)
Liabilities and Fund Balance	(13,676,661)	(14,030,807)	(14,017,584)

Zoo Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	1,538,638	1,341,670	501,321
11-Investments	4,924	194,655	1,015,403
12-Receivables	1,346,771	1,354,292	1,155,449
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
Total Assets	2,890,334	2,890,616	2,672,173
Liabilities			
20-ST Payables	0	0	(1,760)
22-Accruals	(20,868)	(20,868)	(20,061)
24-Unearned Revenues	(1,277,402)	(1,280,868)	(1,074,431)
Total Liabilities	(1,298,270)	(1,301,736)	(1,096,252)
30-Fund Balance	(1,592,063)	(1,588,880)	(1,575,921)
Liabilities and Fund Balance	(2,890,334)	(2,890,616)	(2,672,173)

Debt Service Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	2,017,078	2,007,955	1,644,864
11-Investments	250,000	250,000	482,787
12-Receivables	2,759,711	2,759,711	2,621,331
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	5,026,789	5,017,666	4,748,982
Liabilities			
20-ST Payables	(2,046,178)	(2,046,178)	(1,928,159)
21-Payroll Payables	0	0	0
22-Accruals	0	0	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	(2,748,461)	(2,748,461)	(2,617,581)
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(4,794,639)	(4,794,639)	(4,545,740)
30-Fund Balance	(232,150)	(223,027)	(203,242)
Liabilities and Fund Balance	(5,026,789)	(5,017,666)	(4,748,982)

Capital Projects Fund Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	3,618,152	3,715,032	3,504,675
11-Investments	5,923,361	5,923,361	8,072,588
12-Receivables	298,078	518,820	112,492
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	9,839,592	10,157,214	11,689,756
Liabilities			
20-ST Payables	(347,177)	(347,177)	(52,102)
21-Payroll Payables	0	0	0
22-Accruals	(3,719)	(3,719)	(3,507)
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	(350,896)	(350,896)	(55,609)
30-Fund Balance	(9,488,696)	(9,806,318)	(11,634,147)
Liabilities and Fund Balance	(9,839,592)	(10,157,214)	(11,689,756)

Arrowhead Golf Club Fund

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	3,435,601	2,588,593	1,871,566
11-Investments	3,526,197	3,845,341	4,162,726
12-Receivables	216,016	237,696	139,632
13-Interfund Receivables	0	0	0
14-Inventory	171,750	170,469	171,344
15-Other Receivables	24,000	24,000	24,000
16-Prepaid/Deposits/Escrows	36,330	40,614	41,302
17-Other Assets	24,180	24,180	23,493
19-Capital Assets	16,724,998	16,724,998	16,969,771
Total Assets	24,159,072	23,655,891	23,403,834
Liabilities			
20-ST Payables	(67,862)	(62,817)	(89,494)
21-Payroll Payables	0	0	0
22-Accruals	(167,971)	(167,971)	(146,838)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Deposits/Uncashed/Stale Dated	(436,343)	(500,219)	(499,092)
26-Long-Term Debt	0	0	0
27-LT Vacation Accruals	(99,722)	(99,722)	(89,791)
29-Deferred Inflows	(205,258)	(205,258)	(201,071)
Total Liabilities	(977,155)	(1,035,987)	(1,026,286)
30-Fund Balance	(23,181,918)	(22,619,905)	(22,377,548)
Liabilities and Fund Balance	(24,159,072)	(23,655,891)	(23,403,834)

Information Technology Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	(39,055)	(2,038)	(61,925)
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	1,234	1,234	3,702
Total Assets	(37,821)	(804)	(58,223)
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	37,821	804	58,223
Liabilities and Fund Balance	37,821	804	58,223

Health Insurance Fund Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	(9,075)	151,433	8,662
11-Investments	16	16	411
12-Receivables	903	1,799	3,486
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	(8,156)	153,248	12,559
Liabilities			
20-ST Payables	0	0	0
21-Payroll Payables	39	39	(1,958)
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	39	39	(1,958)
30-Fund Balance	8,117	(153,287)	(10,601)
Liabilities and Fund Balance	8,156	(153,248)	(12,559)

Operating Statements for the Major and Internal Service Funds

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	\$5,209,320	\$59,773	\$340,420	(\$280,647)	-82.44%	\$2,904,389	\$3,119,295	(\$214,906)	-6.89%
42-Charges for Services	\$356,168	\$58,972	\$95,478	(\$36,506)	-38.24%	\$272,060	\$373,604	(\$101,544)	-27.18%
43-Debt Proceeds	\$0								
44-Rentals	\$51,505	\$0	\$850	(\$850)	-100.00%	\$48,469	\$45,509	\$2,960	6.50%
45-Product Sales	\$68,300	\$33,833	\$19,000	\$14,833	78.07%	\$59,148	\$58,394	\$754	1.29%
46-Grants & Donations	\$182,750	\$601	\$652	(\$51)	-7.88%	\$130,533	\$127,816	\$2,717	2.13%
47-Misc. Income	\$7,500	\$1,013	\$1,156	(\$143)	-12.38%	\$20,042	\$25,654	(\$5,612)	-21.88%
48-Interest Income	\$65,000	\$107,544	\$53,924	\$53,620	99.44%	\$214,992	\$131,720	\$83,272	63.22%
49-Transfers In	\$0								
4-Revenues Total	\$5,940,543	\$261,736	\$511,480	(\$249,744)	-48.83%	\$3,649,632	\$3,881,990	(\$232,358)	-5.99%
5-Expenses									
51-Salaries & Wages	(\$2,786,025)	(\$248,804)	(\$229,077)	(\$19,727)	-8.61%	(\$1,850,543)	(\$1,702,697)	(\$147,846)	-8.68%
52-Contractual Services	(\$1,562,936)	(\$94,288)	(\$99,022)	\$4,734	4.78%	(\$772,761)	(\$716,416)	(\$56,346)	-7.86%
53-Supplies	(\$545,607)	(\$48,800)	(\$67,251)	\$18,451	27.44%	(\$279,383)	(\$281,520)	\$2,137	0.76%
54-Other Charges	(\$249,642)	(\$20,380)	(\$10,807)	(\$9,573)	-88.58%	(\$97,105)	(\$87,682)	(\$9,423)	-10.75%
57-Capital	(\$382,000)	(\$38,798)	\$0	(\$38,798)	0.00%	(\$242,146)	(\$112,211)	(\$129,935)	-115.79%
59-Transfers Out	(\$900,000)	\$0	\$0	\$0	0.00%	(\$450,000)	(\$1,420,000)	\$970,000	68.31%
5-Expenses Total	(\$6,426,211)	(\$451,070)	(\$406,158)	(\$44,913)	-11.06%	(\$3,691,938)	(\$4,320,526)	\$628,588	14.55%
10-General Total	(\$485,668)	(\$189,335)	\$105,322	(\$294,657)	-279.77%	(\$42,306)	(\$438,536)	\$396,230	90.35%
20-Recreation									
4-Revenues									
41-Taxes	\$5,155,473	\$59,156	\$336,781	(\$277,625)	-82.43%	\$2,874,414	\$3,085,951	(\$211,537)	-6.85%
42-Charges for Services	\$6,753,174	\$639,523	\$569,762	\$69,761	12.24%	\$5,093,819	\$4,582,940	\$510,879	11.15%
44-Rentals	\$155,080	\$7,772	\$10,763	(\$2,991)	-27.79%	\$100,754	\$124,487	(\$23,733)	-19.06%
45-Product Sales	\$195,485	\$19,213	\$25,418	(\$6,205)	-24.41%	\$187,651	\$190,813	(\$3,162)	-1.66%
46-Grants & Donations	\$15,500	\$104	\$100	\$4	3.99%	\$15,698	\$15,106	\$592	3.92%
47-Misc. Income	\$20,641	\$1,155	\$678	\$477	70.30%	\$29,257	\$33,781	(\$4,524)	-13.39%
48-Interest Income	\$75,000	\$106,852	\$49,764	\$57,088	114.72%	\$286,643	\$81,999	\$204,644	249.57%
49-Transfers In	\$90,000								
4-Revenues Total	\$12,460,352	\$833,774	\$993,265	(\$159,491)	-16.06%	\$8,588,236	\$8,115,077	\$473,159	5.83%
5-Expenses									
51-Salaries & Wages	(\$5,334,740)	(\$595,655)	(\$553,985)	(\$41,670)	-7.52%	(\$3,911,889)	(\$3,511,097)	(\$400,792)	-11.42%
52-Contractual Services	(\$4,307,329)	(\$294,396)	(\$345,197)	\$50,801	14.72%	(\$2,521,444)	(\$2,177,228)	(\$344,217)	-15.81%
53-Supplies	(\$1,551,900)	(\$94,935)	(\$116,997)	\$22,062	18.86%	(\$740,006)	(\$709,924)	(\$30,082)	-4.24%
54-Other Charges	(\$254,457)	(\$4,201)	(\$4,890)	\$689	14.10%	(\$163,753)	(\$121,108)	(\$42,645)	-35.21%
57-Capital	(\$31,500)	\$0	\$0	\$0	0.00%	\$0	(\$2,341)	\$2,341	99.99%
59-Transfers Out	(\$2,021,144)	\$0	\$0	\$0	0.00%	(\$1,010,572)	(\$2,109,500)	\$1,098,928	52.09%
5-Expenses Total	(\$13,501,071)	(\$989,187)	(\$1,021,069)	\$31,882	3.12%	(\$8,347,664)	(\$8,631,197)	\$283,532	3.28%
20-Recreation Total	(\$1,040,719)	(\$155,413)	(\$27,803)	(\$127,610)	-458.98%	\$240,572	(\$516,119)	\$756,691	146.61%
22-Cosley Zoo									
4-Revenues									
41-Taxes	\$1,267,884	\$14,546	\$72,232	(\$57,687)	-79.86%	\$706,771	\$661,871	\$44,901	6.78%
42-Charges for Services	\$654,248	\$76,532	\$70,080	\$6,452	9.21%	\$449,730	\$393,746	\$55,984	14.22%
44-Rentals	\$63,000	\$5,288	\$6,520	(\$1,232)	-18.90%	\$49,265	\$48,325	\$940	1.94%
45-Product Sales	\$1,000	\$150	\$0	\$150	0.00%	\$350	\$925	(\$575)	-62.16%
46-Grants & Donations	\$95,338	\$9,790	\$8,355	\$1,435	17.17%	\$67,101	\$58,778	\$8,323	14.16%
47-Misc. Income	\$0	\$127	\$48	\$80	166.10%	\$768	\$9,602	(\$8,835)	-92.01%
48-Interest Income	\$10,000	\$18,752	\$6,622	\$12,130	183.18%	\$57,292	\$42,264	\$15,029	35.56%
49-Transfers In	\$0								
4-Revenues Total	\$2,091,469	\$125,184	\$163,857	(\$38,673)	-23.60%	\$1,331,277	\$1,215,511	\$115,766	9.52%
5-Expenses									
51-Salaries & Wages	(\$1,335,560)	(\$97,765)	(\$90,954)	(\$6,811)	-7.49%	(\$812,812)	(\$742,920)	(\$69,892)	-9.41%
52-Contractual Services	(\$468,422)	(\$7,924)	(\$11,546)	\$3,622	31.37%	(\$220,775)	(\$178,179)	(\$42,595)	-23.91%
53-Supplies	(\$206,020)	(\$12,013)	(\$13,677)	\$1,664	12.17%	(\$102,846)	(\$102,703)	(\$143)	-0.14%
54-Other Charges	(\$77,225)	(\$4,299)	(\$3,735)	(\$564)	-15.11%	(\$36,782)	(\$31,973)	(\$4,809)	-15.04%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$615)	\$615	100.01%
59-Transfers Out	(\$100,000)	\$0	\$0	\$0	0.00%	(\$50,000)	(\$100,000)	\$50,000	50.00%

Operating Statements for the Major and Internal Service Funds

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	(\$2,187,227)	(\$122,001)	(\$119,911)	(\$2,089)	-1.74%	(\$1,223,214)	(\$1,156,390)	(\$66,823)	-5.78%
22-Cosley Zoo Total	(\$95,758)	\$3,183	\$43,945	(\$40,762)	-92.76%	\$108,063	\$59,121	\$48,943	82.78%
30-Debt Service									
4-Revenues									
41-Taxes	\$2,748,460	\$0	\$0	\$0	0.00%	\$1,374,230	\$1,308,791	\$65,440	5.00%
43-Debt Proceeds	\$0								
46-Grants & Donations	\$0								
47-Misc. Income	\$0								
48-Interest Income	\$10,000	\$9,123	\$8,201	\$922	11.24%	\$39,456	\$35,311	\$4,145	11.74%
49-Transfers In	\$81,200	\$0	\$0	\$0	0.00%	\$81,200	\$90,950	(\$9,750)	-10.72%
4-Revenues Total	\$2,839,660	\$9,123	\$8,201	\$922	11.24%	\$1,494,886	\$1,435,052	\$59,835	4.17%
5-Expenses									
52-Contractual Services	(\$1,301,942)	\$0	\$0	\$0	0.00%	(\$107,900)	(\$126,050)	\$18,150	14.40%
54-Other Charges	\$0								
57-Capital	\$0								
59-Transfers Out	(\$1,590,548)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses Total	(\$2,892,490)	\$0	\$0	\$0	0.00%	(\$107,900)	(\$126,050)	\$18,150	14.40%
30-Debt Service Total	(\$52,830)	\$9,123	\$8,201	\$922	11.24%	\$1,386,986	\$1,309,002	\$77,985	5.96%
40-Capital Projects									
4-Revenues									
41-Taxes	\$0								
42-Charges for Services	\$0								
43-Debt Proceeds	\$0								
44-Rentals	\$32,024	\$0	\$0	\$0	0.00%	\$32,024	\$32,024	\$0	0.00%
45-Product Sales	\$25,000	\$3,800	\$0	\$3,800	0.00%	\$29,300	\$20,300	\$9,000	44.33%
46-Grants & Donations	\$6,242,900	\$0	\$0	\$0	0.00%	\$84,000	\$84,000	\$0	0.00%
47-Misc. Income	\$2,500	\$255	\$88	\$167	189.23%	\$900	\$6,227	(\$5,327)	-85.55%
48-Interest Income	\$35,000	\$42,241	\$53,693	(\$11,451)	-21.33%	\$277,376	\$83,073	\$194,303	233.89%
49-Transfers In	\$4,661,692	\$0	\$0	\$0	0.00%	\$1,535,572	\$3,654,500	(\$2,118,928)	-57.98%
4-Revenues Total	\$10,999,116	\$46,296	\$53,781	(\$7,485)	-13.92%	\$1,959,172	\$3,880,124	(\$1,920,952)	-49.51%
5-Expenses									
51-Salaries & Wages	(\$205,409)	(\$16,054)	(\$14,640)	(\$1,414)	-9.66%	(\$132,022)	(\$126,084)	(\$5,938)	-4.71%
52-Contractual Services	(\$301,905)	(\$9,897)	(\$5,590)	(\$4,307)	-77.05%	(\$70,708)	(\$53,817)	(\$16,891)	-31.39%
53-Supplies	(\$300,275)	(\$7,616)	(\$34,044)	\$26,428	77.63%	(\$120,993)	(\$160,559)	\$39,566	24.64%
54-Other Charges	(\$14,550)	(\$629)	(\$815)	\$186	22.76%	(\$4,957)	(\$3,863)	(\$1,094)	-28.32%
57-Capital	(\$14,997,388)	(\$329,722)	(\$194,878)	(\$134,844)	-69.19%	(\$3,238,134)	(\$904,390)	(\$2,333,744)	-258.05%
59-Transfers Out	(\$81,200)	\$0	\$0	\$0	0.00%	(\$81,200)	(\$90,950)	\$9,750	10.72%
5-Expenses Total	(\$15,900,728)	(\$363,918)	(\$249,967)	(\$113,951)	-45.59%	(\$3,648,013)	(\$1,339,663)	(\$2,308,350)	-172.31%
40-Capital Projects Total	(\$4,901,612)	(\$317,622)	(\$196,186)	(\$121,436)	-61.90%	(\$1,688,841)	\$2,540,461	(\$4,229,302)	-166.48%
60-Golf Fund									
4-Revenues									
41-Taxes	\$0								
42-Charges for Services	\$2,945,500	\$475,290	\$388,948	\$86,341	22.20%	\$2,503,072	\$2,306,282	\$196,790	8.53%
44-Rentals	\$620,750	\$110,913	\$105,830	\$5,083	4.80%	\$463,365	\$464,731	(\$1,366)	-0.29%
45-Product Sales	\$6,567,000	\$659,139	\$571,923	\$87,216	15.25%	\$3,898,442	\$3,652,179	\$246,264	6.74%
46-Grants & Donations	\$0								
47-Misc. Income	\$42,500	\$8,159	\$3,246	\$4,914	151.38%	\$20,504	\$34,881	(\$14,376)	-41.22%
48-Interest Income	\$30,000	\$34,894	\$39,002	(\$4,107)	-10.53%	\$109,212	\$42,351	\$66,861	157.87%
49-Transfers In	\$0								
4-Revenues Total	\$10,205,750	\$1,288,395	\$1,108,948	\$179,447	16.18%	\$6,994,596	\$6,500,423	\$494,173	7.60%
5-Expenses									
51-Salaries & Wages	(\$4,498,425)	(\$375,499)	(\$350,375)	(\$25,125)	-7.17%	(\$2,888,777)	(\$2,612,227)	(\$276,550)	-10.59%
52-Contractual Services	(\$2,138,802)	(\$132,691)	(\$147,021)	\$14,330	9.75%	(\$1,176,855)	(\$1,059,241)	(\$117,614)	-11.10%
53-Supplies	(\$2,759,879)	(\$180,978)	(\$238,154)	\$57,176	24.01%	(\$1,508,318)	(\$1,455,756)	(\$52,562)	-3.61%
54-Other Charges	(\$283,633)	(\$22,528)	(\$19,757)	(\$2,772)	-14.03%	(\$152,198)	(\$144,761)	(\$7,437)	-5.14%
57-Capital	(\$885,000)	(\$14,685)	(\$38,082)	\$23,397	61.44%	(\$58,584)	(\$158,417)	\$99,833	63.02%
59-Transfers Out	(\$50,000)	\$0	\$0	\$0	0.00%	(\$25,000)	(\$25,000)	\$0	0.00%
5-Expenses Total	(\$10,615,738)	(\$726,382)	(\$793,389)	\$67,007	8.45%	(\$5,809,731)	(\$5,455,401)	(\$354,329)	-6.50%
60-Golf Fund Total	(\$409,988)	\$562,013	\$315,560	\$246,453	78.10%	\$1,184,865	\$1,045,022	\$139,843	13.38%

Operating Statements for the Major and Internal Service Funds

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
70-Information Technology									
4-Revenues									
42-Charges for Services	\$585,781	\$0	\$0	\$0	0.00%	\$292,890	\$259,820	\$33,071	12.73%
43-Debt Proceeds	\$0								
47-Misc. Income	\$250	\$0	\$0	\$0	0.00%	\$49	\$79	(\$29)	-37.22%
48-Interest Income	\$0								
49-Transfers In	\$0								
4-Revenues Total	\$586,031	\$0	\$0	\$0	0.00%	\$292,940	\$259,898	\$33,041	12.71%
5-Expenses									
52-Contractual Services	(\$475,206)	(\$33,713)	(\$29,594)	(\$4,120)	-13.92%	(\$315,308)	(\$297,263)	(\$18,046)	-6.07%
53-Supplies	(\$110,575)	(\$3,303)	(\$862)	(\$2,441)	-283.21%	(\$35,804)	(\$43,679)	\$7,875	18.03%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
5-Expenses Total	(\$585,781)	(\$37,017)	(\$30,456)	(\$6,561)	-21.54%	(\$351,112)	(\$340,941)	(\$10,171)	-2.98%
70-Information Technology Total	\$250	(\$37,017)	(\$30,456)	(\$6,561)	-21.54%	(\$58,173)	(\$81,043)	\$22,870	28.22%
75-Health Insurance									
4-Revenues									
42-Charges for Services	\$1,925,292	\$0	\$0	\$0	0.00%	\$961,671	\$834,564	\$127,107	15.23%
47-Misc. Income	\$182,582	\$14,410	\$11,697	\$2,713	23.19%	\$123,248	\$100,003	\$23,245	23.24%
48-Interest Income	\$500	\$2	\$1	\$1	149.00%	\$32	\$1	\$31	3148.00%
49-Transfers In	\$0								
4-Revenues Total	\$2,108,374	\$14,412	\$11,698	\$2,714	23.20%	\$1,084,951	\$934,567	\$150,384	16.09%
5-Expenses									
52-Contractual Services	(\$2,108,874)	(\$175,816)	(\$149,071)	(\$26,745)	-17.94%	(\$1,370,503)	(\$1,201,405)	(\$169,098)	-14.08%
5-Expenses Total	(\$2,108,874)	(\$175,816)	(\$149,071)	(\$26,745)	-17.94%	(\$1,370,503)	(\$1,201,405)	(\$169,098)	-14.08%
75-Health Insurance Total	(\$500)	(\$161,404)	(\$137,373)	(\$24,031)	-17.49%	(\$285,552)	(\$266,837)	(\$18,714)	-7.01%
Grand Total	(\$6,986,824)	(\$286,471)	\$81,210	(\$367,682)	-452.75%	\$845,615	\$3,651,070	(\$2,805,455)	-76.84%

Major Operating Funds by Department

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
41-Taxes	\$5,155,473	\$59,156	\$336,781	(\$277,625)	-82.43%	\$2,874,414	\$3,085,951	(\$211,537)	-6.85%
42-Charges for Services	\$182,900	\$0	\$0	\$0	0.00%	\$126,958	\$136,947	(\$9,989)	-7.29%
44-Rentals	\$21,680	\$0	\$0	\$0	0.00%	\$2,201	\$17,021	(\$14,820)	-87.07%
45-Product Sales	\$54,585	\$0	(\$7)	\$7	95.29%	\$54,592	\$55,733	(\$1,141)	-2.05%
46-Grants & Donations	\$15,500	\$104	\$100	\$4	3.99%	\$15,698	\$15,106	\$592	3.92%
47-Misc. Income	\$3,641	\$1,155	\$678	\$477	70.30%	\$9,332	\$22,935	(\$13,604)	-59.31%
48-Interest Income	\$75,000	\$106,852	\$49,764	\$57,088	114.72%	\$286,643	\$81,999	\$204,644	249.57%
49-Transfers In	\$0								
4-Revenues Total	\$5,508,778	\$167,266	\$387,316	(\$220,050)	-56.81%	\$3,369,837	\$3,415,693	(\$45,856)	-1.34%
5-Expenses									
51-Salaries & Wages	(\$1,507,606)	(\$105,397)	(\$104,459)	(\$938)	-0.90%	(\$955,182)	(\$927,914)	(\$27,268)	-2.94%
52-Contractual Services	(\$956,694)	(\$41,518)	(\$67,469)	\$25,950	38.46%	(\$561,395)	(\$461,670)	(\$99,726)	-21.60%
53-Supplies	(\$169,154)	(\$1,188)	(\$1,465)	\$278	18.95%	(\$51,548)	(\$72,024)	\$20,477	28.43%
54-Other Charges	(\$123,541)	(\$3,752)	(\$3,346)	(\$405)	-12.11%	(\$77,223)	(\$57,735)	(\$19,488)	-33.75%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$1,081)	\$1,081	99.99%
59-Transfers Out	(\$2,021,144)	\$0	\$0	\$0	0.00%	(\$1,010,572)	(\$2,050,000)	\$1,039,428	50.70%
5-Expenses Total	(\$4,778,139)	(\$151,855)	(\$176,740)	\$24,885	14.08%	(\$2,655,919)	(\$3,570,424)	\$914,504	25.61%
000-Administration Total	\$730,639	\$15,411	\$210,576	(\$195,165)	-92.68%	\$713,917	(\$154,731)	\$868,648	561.39%
101-Parks Maintenance									
4-Revenues									
42-Charges for Services	\$0								
44-Rentals	\$10,000	\$3,065	\$2,220	\$845	38.06%	\$14,447	\$10,768	\$3,680	34.17%
45-Product Sales	\$0								
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$5,525	\$0	\$5,525	0.00%
4-Revenues Total	\$10,000	\$3,065	\$2,220	\$845	38.06%	\$19,972	\$10,768	\$9,205	85.48%
5-Expenses									
51-Salaries & Wages	(\$940,946)	(\$68,068)	(\$63,574)	(\$4,494)	-7.07%	(\$600,301)	(\$591,586)	(\$8,715)	-1.47%
52-Contractual Services	(\$347,088)	(\$10,792)	(\$11,228)	\$436	3.88%	(\$170,903)	(\$185,711)	\$14,808	7.97%
53-Supplies	(\$600,809)	(\$22,063)	(\$26,059)	\$3,996	15.33%	(\$198,475)	(\$147,706)	(\$50,768)	-34.37%
57-Capital	(\$31,500)	\$0	\$0	\$0	0.00%	\$0	(\$36)	\$36	100.00%
5-Expenses Total	(\$1,920,343)	(\$100,923)	(\$100,861)	(\$62)	-0.06%	(\$969,679)	(\$925,039)	(\$44,639)	-4.83%
101-Parks Maintenance Total	(\$1,910,343)	(\$97,858)	(\$98,641)	\$783	0.79%	(\$949,707)	(\$914,272)	(\$35,435)	-3.88%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	\$4,413,274	\$386,263	\$327,701	\$58,561	17.87%	\$3,150,181	\$2,842,950	\$307,231	10.81%
44-Rentals	\$65,000	\$893	\$1,752	(\$859)	-49.03%	\$31,822	\$40,136	(\$8,314)	-20.72%
45-Product Sales	\$9,100	\$3,574	\$5,747	(\$2,173)	-37.80%	\$11,893	\$14,203	(\$2,310)	-16.26%
46-Grants & Donations	\$0								
47-Misc. Income	\$0								
4-Revenues Total	\$4,487,374	\$390,730	\$335,200	\$55,530	16.57%	\$3,193,896	\$2,897,289	\$296,607	10.24%
5-Expenses									
51-Salaries & Wages	(\$1,397,618)	(\$183,095)	(\$139,574)	(\$43,521)	-31.18%	(\$1,087,012)	(\$844,068)	(\$242,944)	-28.78%
52-Contractual Services	(\$1,981,561)	(\$169,509)	(\$191,340)	\$21,831	11.41%	(\$1,218,029)	(\$1,005,421)	(\$212,608)	-21.15%
53-Supplies	(\$225,797)	(\$8,441)	(\$24,399)	\$15,957	65.40%	(\$98,639)	(\$128,717)	\$30,078	23.37%
54-Other Charges	(\$500)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$288)	\$288	99.98%
5-Expenses Total	(\$3,605,476)	(\$361,045)	(\$355,312)	(\$5,733)	-1.61%	(\$2,403,679)	(\$1,978,493)	(\$425,186)	-21.49%
220-Recreation Programs Total	\$881,897	\$29,684	(\$20,112)	\$49,797	247.60%	\$790,217	\$918,796	(\$128,579)	-13.99%
221-Athletics									
4-Revenues									
42-Charges for Services	\$618,300	\$84,637	\$78,859	\$5,778	7.33%	\$469,355	\$407,258	\$62,097	15.25%
45-Product Sales	\$12,700	\$144	\$1,650	(\$1,507)	-91.31%	\$1,266	\$5,824	(\$4,559)	-78.27%
47-Misc. Income	\$0								
49-Transfers In	\$90,000								
4-Revenues Total	\$721,000	\$84,781	\$80,509	\$4,272	5.31%	\$470,621	\$413,082	\$57,538	13.93%
5-Expenses									
51-Salaries & Wages	(\$67,078)	(\$6,562)	(\$4,200)	(\$2,363)	-56.26%	(\$42,720)	(\$37,767)	(\$4,952)	-13.11%
52-Contractual Services	(\$194,649)	(\$11,334)	(\$33,843)	\$22,509	66.51%	(\$122,708)	(\$141,191)	\$18,483	13.09%
53-Supplies	(\$338,261)	(\$53,025)	(\$45,318)	(\$7,706)	-17.01%	(\$256,312)	(\$241,369)	(\$14,943)	-6.19%

Major Operating Funds by Department

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
41-Taxes	\$1,267,884	\$14,546	\$72,232	(\$57,687)	-79.86%	\$706,771	\$661,871	\$44,901	6.78%
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	\$8,879	(\$8,879)	-100.00%
48-Interest Income	\$10,000	\$18,752	\$6,622	\$12,130	183.18%	\$57,292	\$42,264	\$15,029	35.56%
49-Transfers In	\$0								
4-Revenues Total	\$1,277,884	\$33,298	\$78,854	(\$45,557)	-57.77%	\$764,064	\$713,014	\$51,050	7.16%
5-Expenses									
51-Salaries & Wages	(\$78,538)	(\$5,727)	(\$5,550)	(\$177)	-3.18%	(\$50,406)	(\$47,738)	(\$2,668)	-5.59%
52-Contractual Services	(\$52,313)	(\$531)	(\$594)	\$63	10.64%	(\$17,155)	(\$8,856)	(\$8,298)	-93.70%
53-Supplies	\$0								
54-Other Charges	(\$103)	\$0	\$0	\$0	0.00%	(\$55)	(\$54)	(\$1)	-1.85%
57-Capital	\$0								
59-Transfers Out	\$0	\$0	\$0	\$0	0.00%	\$0	(\$50,000)	\$50,000	100.00%
5-Expenses Total	(\$130,954)	(\$6,257)	(\$6,144)	(\$113)	-1.85%	(\$67,615)	(\$106,648)	\$39,033	36.60%
000-Administration Total	\$1,146,930	\$27,041	\$72,711	(\$45,670)	-62.81%	\$696,448	\$606,365	\$90,083	14.86%
101-Parks Maintenance									
4-Revenues									
47-Misc. Income	\$0								
4-Revenues Total	\$0								
5-Expenses									
51-Salaries & Wages	(\$62,969)	(\$4,859)	(\$4,490)	(\$369)	-8.22%	(\$42,378)	(\$42,627)	\$249	0.58%
52-Contractual Services	(\$8,698)	\$0	\$0	\$0	0.00%	(\$4,349)	(\$3,943)	(\$406)	-10.30%
53-Supplies	\$0								
57-Capital	\$0								
5-Expenses Total	(\$71,667)	(\$4,859)	(\$4,490)	(\$369)	-8.22%	(\$46,727)	(\$46,570)	(\$157)	-0.34%
101-Parks Maintenance Total	(\$71,667)	(\$4,859)	(\$4,490)	(\$369)	-8.22%	(\$46,727)	(\$46,570)	(\$157)	-0.34%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	\$204,248	\$20,246	\$17,768	\$2,478	13.95%	\$147,658	\$118,321	\$29,337	24.79%
45-Product Sales	\$1,000	\$150	\$0	\$150	0.00%	\$350	\$915	(\$565)	-61.75%
46-Grants & Donations	\$738	\$0	\$0	\$0	0.00%	\$15	\$75	(\$60)	-80.00%
4-Revenues Total	\$205,985	\$20,396	\$17,768	\$2,628	14.79%	\$148,023	\$119,311	\$28,712	24.06%
5-Expenses									
51-Salaries & Wages	\$0								
52-Contractual Services	(\$2,550)	(\$750)	(\$950)	\$200	21.05%	(\$750)	(\$950)	\$200	21.05%
53-Supplies	(\$19,121)	(\$965)	(\$501)	(\$465)	-92.74%	(\$14,920)	(\$4,573)	(\$10,347)	-226.26%
57-Capital	\$0								
5-Expenses Total	(\$21,671)	(\$1,715)	(\$1,451)	(\$265)	-18.24%	(\$15,670)	(\$5,523)	(\$10,147)	-183.72%
220-Recreation Programs Total	\$184,314	\$18,681	\$16,317	\$2,364	14.48%	\$132,353	\$113,788	\$18,565	16.32%
350-Special Facilities									
5-Expenses									
51-Salaries & Wages	(\$97,863)	(\$2,548)	(\$6,157)	\$3,609	58.61%	(\$49,983)	(\$53,210)	\$3,228	6.07%
52-Contractual Services	(\$10,028)	\$0	\$0	\$0	0.00%	(\$5,014)	(\$4,593)	(\$421)	-9.18%
53-Supplies	\$0								
54-Other Charges	(\$16,000)	(\$353)	\$0	(\$353)	0.00%	(\$6,118)	(\$6,563)	\$446	6.79%
57-Capital	\$0								
5-Expenses Total	(\$123,891)	(\$2,901)	(\$6,157)	\$3,256	52.88%	(\$61,114)	(\$64,366)	\$3,252	5.05%
350-Special Facilities Total	(\$123,891)	(\$2,901)	(\$6,157)	\$3,256	52.88%	(\$61,114)	(\$64,366)	\$3,252	5.05%
501-Cosley Zoo Operations									
4-Revenues									
42-Charges for Services	\$450,000	\$56,286	\$52,313	\$3,973	7.60%	\$302,072	\$275,425	\$26,647	9.67%
44-Rentals	\$63,000	\$5,288	\$6,520	(\$1,232)	-18.90%	\$49,265	\$48,325	\$940	1.94%
45-Product Sales	\$0	\$0	\$0	\$0	0.00%	\$0	\$10	(\$10)	-100.00%
46-Grants & Donations	\$94,600	\$9,790	\$8,355	\$1,435	17.17%	\$67,086	\$58,703	\$8,383	14.28%
47-Misc. Income	\$0	\$127	\$48	\$80	166.10%	\$768	\$723	\$44	6.13%
4-Revenues Total	\$607,600	\$71,490	\$67,235	\$4,256	6.33%	\$419,190	\$383,186	\$36,004	9.40%

Major Operating Funds by Department

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	(\$1,096,189)	(\$84,631)	(\$74,757)	(\$9,874)	-13.21%	(\$670,046)	(\$599,345)	(\$70,701)	-11.80%
52-Contractual Services	(\$394,834)	(\$6,643)	(\$10,002)	\$3,359	33.58%	(\$193,507)	(\$159,837)	(\$33,670)	-21.06%
53-Supplies	(\$186,899)	(\$11,047)	(\$13,176)	\$2,129	16.16%	(\$87,926)	(\$98,130)	\$10,204	10.40%
54-Other Charges	(\$61,122)	(\$3,947)	(\$3,735)	(\$212)	-5.67%	(\$30,609)	(\$25,356)	(\$5,253)	-20.72%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$615)	\$615	100.01%
59-Transfers Out	(\$100,000)	\$0	\$0	\$0	0.00%	(\$50,000)	(\$50,000)	\$0	0.00%
5-Expenses Total	(\$1,839,043)	(\$106,268)	(\$101,670)	(\$4,598)	-4.52%	(\$1,032,087)	(\$933,283)	(\$98,805)	-10.59%
501-Cosley Zoo Operations Total	(\$1,231,443)	(\$34,778)	(\$34,435)	(\$342)	-0.99%	(\$612,897)	(\$550,097)	(\$62,801)	-11.42%
22-Cosley Zoo Total	(\$95,758)	\$3,183	\$43,945	(\$40,762)	-92.76%	\$108,063	\$59,121	\$48,943	82.78%
60-Golf Fund									
000-Administration									
4-Revenues									
41-Taxes	\$0								
42-Charges for Services	\$0	\$0	\$0	\$0	0.00%	\$0	\$4,500	(\$4,500)	-100.00%
46-Grants & Donations	\$0								
47-Misc. Income	\$3,500	\$968	\$655	\$313	47.78%	\$7,955	\$16,991	(\$9,036)	-53.18%
48-Interest Income	\$30,000	\$34,894	\$39,002	(\$4,107)	-10.53%	\$109,212	\$42,351	\$66,861	157.87%
49-Transfers In	\$0								
4-Revenues Total	\$33,500	\$35,862	\$39,656	(\$3,794)	-9.57%	\$117,168	\$63,842	\$53,325	83.53%
5-Expenses									
51-Salaries & Wages	(\$578,526)	(\$38,328)	(\$34,463)	(\$3,864)	-11.21%	(\$350,918)	(\$296,648)	(\$54,270)	-18.29%
52-Contractual Services	(\$675,139)	(\$46,217)	(\$50,265)	\$4,048	8.05%	(\$369,523)	(\$294,254)	(\$75,268)	-25.58%
53-Supplies	(\$130,195)	(\$5,205)	(\$4,493)	(\$712)	-15.84%	(\$50,185)	(\$39,836)	(\$10,349)	-25.98%
54-Other Charges	(\$146,633)	(\$8,162)	(\$9,931)	\$1,769	17.81%	(\$78,520)	(\$71,004)	(\$7,516)	-10.59%
57-Capital	(\$545,000)	(\$660)	\$0	(\$660)	0.00%	(\$44,559)	(\$89,353)	\$44,794	50.13%
59-Transfers Out	(\$50,000)	\$0	\$0	\$0	0.00%	(\$25,000)	(\$25,000)	\$0	0.00%
5-Expenses Total	(\$2,125,493)	(\$98,572)	(\$99,152)	\$581	0.59%	(\$918,705)	(\$816,096)	(\$102,609)	-12.57%
000-Administration Total	(\$2,091,993)	(\$62,710)	(\$59,496)	(\$3,213)	-5.40%	(\$801,537)	(\$752,253)	(\$49,284)	-6.55%
101-Parks Maintenance									
5-Expenses									
51-Salaries & Wages	(\$24,889)	(\$1,959)	(\$1,730)	(\$229)	-13.25%	(\$17,003)	(\$17,239)	\$236	1.37%
52-Contractual Services	(\$7,785)	(\$149)	(\$132)	(\$17)	-12.91%	(\$4,123)	(\$3,948)	(\$174)	-4.42%
53-Supplies	(\$10,000)	\$0	\$0	\$0	0.00%	(\$10,083)	(\$9,667)	(\$416)	-4.31%
54-Other Charges	\$0								
57-Capital	\$0								
5-Expenses Total	(\$42,674)	(\$2,108)	(\$1,862)	(\$246)	-13.23%	(\$31,208)	(\$30,853)	(\$355)	-1.15%
350-Special Facilities Total	\$0								
601-Golf Maintenance									
4-Revenues									
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$0	\$0	\$0	0.00%	\$0	\$2,396	(\$2,396)	-100.00%
4-Revenues Total	\$0	\$0	\$0	\$0	0.00%	\$0	\$2,396	(\$2,396)	-100.00%
5-Expenses									
51-Salaries & Wages	(\$715,750)	(\$60,073)	(\$57,793)	(\$2,280)	-3.95%	(\$474,010)	(\$415,557)	(\$58,452)	-14.07%
52-Contractual Services	(\$198,842)	(\$8,710)	(\$7,306)	(\$1,404)	-19.21%	(\$109,857)	(\$100,197)	(\$9,660)	-9.64%
53-Supplies	(\$432,767)	(\$14,617)	(\$33,711)	\$19,094	56.64%	(\$288,540)	(\$288,769)	\$229	0.08%
54-Other Charges	(\$18,000)	(\$7,327)	(\$3,608)	(\$3,720)	-103.09%	(\$14,127)	(\$15,491)	\$1,364	8.81%
57-Capital	(\$165,000)	\$0	(\$38,082)	\$38,082	100.00%	\$0	(\$38,190)	\$38,190	100.00%
5-Expenses Total	(\$1,530,359)	(\$90,727)	(\$140,500)	\$49,773	35.43%	(\$886,534)	(\$858,205)	(\$28,329)	-3.30%
601-Golf Maintenance Total	(\$1,530,359)	(\$90,727)	(\$140,500)	\$49,773	35.43%	(\$886,534)	(\$855,809)	(\$30,725)	-3.59%
611-Pro Shop/Golf Fees									
4-Revenues									
42-Charges for Services	\$2,610,500	\$415,973	\$348,165	\$67,809	19.48%	\$2,174,816	\$2,029,581	\$145,236	7.16%
44-Rentals	\$617,750	\$110,441	\$105,830	\$4,611	4.36%	\$462,299	\$462,808	(\$509)	-0.11%
45-Product Sales	\$180,000	\$31,421	\$27,857	\$3,565	12.80%	\$143,669	\$136,880	\$6,789	4.96%
46-Grants & Donations	\$0								
47-Misc. Income	\$0	\$32	\$578	(\$546)	-94.50%	\$136	\$673	(\$537)	-79.77%
4-Revenues Total	\$3,408,250	\$557,868	\$482,430	\$75,438	15.64%	\$2,780,921	\$2,629,942	\$150,979	5.74%

Major Operating Funds by Department

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	(\$529,341)	(\$62,495)	(\$57,606)	(\$4,888)	-8.49%	(\$413,193)	(\$353,590)	(\$59,603)	-16.86%
52-Contractual Services	(\$279,734)	(\$24,728)	(\$27,152)	\$2,424	8.93%	(\$177,508)	(\$152,382)	(\$25,126)	-16.49%
53-Supplies	(\$176,008)	(\$17,555)	(\$7,668)	(\$9,887)	-128.94%	(\$105,836)	(\$91,470)	(\$14,366)	-15.71%
54-Other Charges	(\$30,000)	(\$75)	(\$75)	\$0	0.00%	(\$8,384)	(\$9,529)	\$1,145	12.02%
57-Capital	(\$90,000)	(\$14,025)	\$0	(\$14,025)	0.00%	(\$14,025)	(\$250)	(\$13,775)	-5510.05%
5-Expenses Total	(\$1,105,083)	(\$118,877)	(\$92,501)	(\$26,376)	-28.51%	(\$718,946)	(\$607,221)	(\$111,726)	-18.40%
611-Pro Shop/Golf Fees Total	\$2,303,167	\$438,991	\$389,929	\$49,061	12.58%	\$2,061,974	\$2,022,721	\$39,253	1.94%
612-Food and Beverage									
4-Revenues									
42-Charges for Services	\$315,000	\$59,316	\$40,783	\$18,533	45.44%	\$320,696	\$268,029	\$52,667	19.65%
44-Rentals	\$3,000	\$472	\$0	\$472	0.00%	\$1,066	\$1,923	(\$857)	-44.55%
45-Product Sales	\$6,387,000	\$627,718	\$544,066	\$83,652	15.38%	\$3,754,773	\$3,515,299	\$239,475	6.81%
46-Grants & Donations	\$0								
47-Misc. Income	\$39,000	\$7,160	\$2,013	\$5,147	255.69%	\$12,413	\$14,821	(\$2,407)	-16.24%
4-Revenues Total	\$6,744,000	\$694,666	\$586,862	\$107,804	18.37%	\$4,088,949	\$3,800,072	\$288,877	7.60%
5-Expenses									
51-Salaries & Wages	(\$2,644,919)	(\$212,644)	(\$198,782)	(\$13,862)	-6.97%	(\$1,632,757)	(\$1,528,647)	(\$104,110)	-6.81%
52-Contractual Services	(\$976,619)	(\$52,871)	(\$62,150)	\$9,279	14.93%	(\$515,633)	(\$508,281)	(\$7,352)	-1.45%
53-Supplies	(\$2,005,908)	(\$143,601)	(\$192,282)	\$48,680	25.32%	(\$1,053,674)	(\$1,026,015)	(\$27,659)	-2.70%
54-Other Charges	(\$89,000)	(\$6,964)	(\$6,143)	(\$821)	-13.36%	(\$51,167)	(\$48,736)	(\$2,431)	-4.99%
57-Capital	(\$85,000)	\$0	\$0	\$0	0.00%	\$0	(\$30,624)	\$30,624	100.00%
59-Transfers Out	\$0								
5-Expenses Total	(\$5,801,446)	(\$416,081)	(\$459,358)	\$43,276	9.42%	(\$3,253,231)	(\$3,142,302)	(\$110,929)	-3.53%
612-Food and Beverage Total	\$942,554	\$278,584	\$127,505	\$151,080	118.49%	\$835,718	\$657,769	\$177,949	27.05%
613-Cross Country Skiing									
4-Revenues									
42-Charges for Services	\$20,000	\$0	\$0	\$0	0.00%	\$7,559	\$4,172	\$3,387	81.18%
45-Product Sales	\$0								
4-Revenues Total	\$20,000	\$0	\$0	\$0	0.00%	\$7,559	\$4,172	\$3,387	81.18%
5-Expenses									
51-Salaries & Wages	(\$5,000)	\$0	\$0	\$0	0.00%	(\$896)	(\$546)	(\$350)	-64.10%
52-Contractual Services	(\$683)	(\$17)	(\$17)	(\$1)	-3.65%	(\$211)	(\$178)	(\$32)	-18.14%
53-Supplies	(\$5,000)								
57-Capital	\$0								
5-Expenses Total	(\$10,683)	(\$17)	(\$17)	(\$1)	-3.65%	(\$1,107)	(\$724)	(\$382)	-52.80%
613-Cross Country Skiing Total	\$9,318	(\$17)	(\$17)	(\$1)	-3.65%	\$6,452	\$3,448	\$3,005	87.14%
60-Golf Fund Total	(\$409,988)	\$562,013	\$315,560	\$246,453	78.10%	\$1,184,865	\$1,045,022	\$139,843	13.38%
Grand Total	(\$2,032,133)	\$220,448	\$437,024	(\$216,576)	-49.56%	\$1,491,194	\$149,488	\$1,341,707	897.53%

Parks Plus Fitness

PPF	Full Year Budget	Sum of				Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance
		CY Month	Sum of LY Month	Month Variance	% Month Variance				
4-Revenues									
42-Charges for Services	\$549,500	\$39,996	\$32,366	\$7,630	23.57%	\$301,797	\$261,839	\$39,958	15.26%
44-Rentals	\$2,000	\$3	\$26	(\$23)	-89.58%	\$63	\$232	(\$169)	-72.73%
45-Product Sales	\$500								
47-Misc. Income	\$500								
4-Revenues Total	\$552,500	\$39,998	\$32,392	\$7,606	23.48%	\$301,861	\$262,071	\$39,790	15.18%
5-Expenses									
51-Salaries & Wages	(\$404,003)	(\$28,203)	(\$28,776)	\$573	1.99%	(\$248,607)	(\$250,261)	\$1,654	0.66%
52-Contractual Services	(\$59,455)	(\$431)	(\$734)	\$303	41.22%	(\$24,180)	(\$15,330)	(\$8,849)	-57.73%
53-Supplies	(\$58,644)	(\$682)	(\$229)	(\$454)	-198.09%	(\$29,862)	(\$13,610)	(\$16,252)	-119.41%
54-Other Charges	(\$5,000)	\$0	(\$274)	\$274	100.00%	(\$3,432)	(\$2,991)	(\$441)	-14.73%
57-Capital	\$0	\$0	\$0	\$0	0.00%	\$0	(\$180)	\$180	99.99%
5-Expenses Total	(\$527,101)	(\$29,316)	(\$30,012)	\$696	2.32%	(\$306,080)	(\$282,372)	(\$23,708)	-8.40%
Grand Total	\$25,399	\$10,682	\$2,380	\$8,302	348.82%	(\$4,219)	(\$20,301)	\$16,082	79.22%

Central Athletic Center

CAC	Full Year Budget	Sum of		Month Variance	% Month Variance	Sum of Curr YTD	Sum of LY YTD	YTD Variance	% YTD Variance	
		CY Month	Sum of LY Month							
4-Revenues										
42-Charges for Services	\$77,105	\$3,574	\$6,257	(\$2,683)	-42.88%	\$61,296	\$61,621	(\$324)	-0.53%	
44-Rentals	\$65,000	\$893	\$1,752	(\$859)	-49.03%	\$31,822	\$40,136	(\$8,314)	-20.72%	
45-Product Sales	\$100	\$0	\$0	\$0	0.00%	\$153	\$101	\$52	51.24%	
4-Revenues Total	\$142,205	\$4,467	\$8,009	(\$3,542)	-44.22%	\$93,271	\$101,858	(\$8,587)	-8.43%	
5-Expenses										
51-Salaries & Wages	(\$74,956)	(\$8,521)	(\$5,683)	(\$2,838)	-49.93%	(\$50,973)	(\$40,172)	(\$10,801)	-26.89%	
52-Contractual Services	(\$147,203)	(\$13,243)	(\$11,985)	(\$1,259)	-10.50%	(\$82,544)	(\$70,236)	(\$12,307)	-17.52%	
53-Supplies	(\$38,080)	\$0	(\$4,949)	\$4,949	99.99%	(\$10,672)	(\$15,388)	\$4,716	30.65%	
54-Other Charges	(\$500)	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%	
57-Capital	\$0									
5-Expenses Total	(\$260,739)	(\$21,764)	(\$22,617)	\$852	3.77%	(\$144,188)	(\$125,795)	(\$18,393)	-14.62%	
Grand Total	(\$118,534)	(\$17,297)	(\$14,608)	(\$2,690)	-18.41%	(\$50,917)	(\$23,938)	(\$26,979)	-112.71%	

Special Events

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	\$3,000	\$0	\$0	\$0	0.00%	\$3,000	\$7,750	(\$4,750)	-61.29%
5-Expenses	(\$17,500)	(\$3,032)	(\$4,293)	\$1,262	29.39%	(\$6,935)	(\$4,677)	(\$2,258)	-48.28%
1900-Special Events-Miscellaneous Total	(\$14,500)	(\$3,032)	(\$4,293)	\$1,262	29.39%	(\$3,935)	\$3,073	(\$7,008)	-228.05%
1902-4th of July									
4-Revenues	\$43,500	\$0	\$0	\$0	0.00%	\$48,290	\$39,140	\$9,150	23.38%
5-Expenses	(\$57,581)	(\$5,145)	(\$549)	(\$4,596)	-837.17%	(\$41,935)	(\$45,914)	\$3,979	8.67%
1902-4th of July Total	(\$14,081)	(\$5,145)	(\$549)	(\$4,596)	-837.17%	\$6,355	(\$6,774)	\$13,129	193.82%
1903-Ale Fest									
4-Revenues	\$74,000	\$0	\$51,996	(\$51,996)	-100.00%	\$0	\$55,496	(\$55,496)	-100.00%
5-Expenses	(\$82,300)	\$0	(\$32,791)	\$32,791	100.00%	\$0	(\$41,926)	\$41,926	100.00%
1903-Ale Fest Total	(\$8,300)	\$0	\$19,205	(\$19,205)	-100.00%	\$0	\$13,570	(\$13,570)	-100.00%
1904-Memorial Park Events									
4-Revenues	\$500	\$0	\$0	\$0	0.00%	\$0	\$500	(\$500)	-100.00%
5-Expenses	(\$5,961)	(\$1,150)	(\$128)	(\$1,022)	-798.48%	(\$3,649)	(\$3,758)	\$108	2.89%
1904-Memorial Park Events Total	(\$5,461)	(\$1,150)	(\$128)	(\$1,022)	-798.48%	(\$3,649)	(\$3,258)	(\$392)	-12.02%
1905-Cream of Wheaton									
4-Revenues	\$181,500	\$0	\$0	\$0	0.00%	\$172,450	\$184,979	(\$12,530)	-6.77%
5-Expenses	(\$168,150)	(\$175)	(\$26,408)	\$26,233	99.34%	(\$131,405)	(\$121,565)	(\$9,841)	-8.09%
1905-Cream of Wheaton Total	\$13,350	(\$175)	(\$26,408)	\$26,233	99.34%	\$41,044	\$63,414	(\$22,370)	-35.28%
1906-Summer Concerts									
4-Revenues	\$149,000	\$79,946	\$39,081	\$40,865	104.57%	\$163,045	\$198,274	(\$35,229)	-17.77%
5-Expenses	(\$243,700)	(\$54,797)	(\$39,186)	(\$15,610)	-39.84%	(\$132,757)	(\$124,694)	(\$8,063)	-6.47%
1906-Summer Concerts Total	(\$94,700)	\$25,150	(\$105)	\$25,255	24052.38%	\$30,288	\$73,580	(\$43,292)	-58.84%
1907-Shakespeare Event									
4-Revenues	\$10,000	\$0	\$1,837	(\$1,837)	-100.00%	\$4,273	\$16,837	(\$12,564)	-74.62%
5-Expenses	(\$25,450)	(\$50)	(\$8,545)	\$8,495	99.41%	(\$750)	(\$9,822)	\$9,072	92.36%
1907-Shakespeare Event Total	(\$15,450)	(\$50)	(\$6,708)	\$6,658	99.25%	\$3,523	\$7,015	(\$3,492)	-49.78%
1908-Fun Run Event									
4-Revenues	\$49,000	\$0	\$9,203	(\$9,203)	-100.00%	\$41,823	\$43,335	(\$1,512)	-3.49%
5-Expenses	(\$52,669)	(\$13,182)	\$0	(\$13,182)	0.00%	(\$28,641)	(\$19,716)	(\$8,925)	-45.27%
1908-Fun Run Event Total	(\$3,669)	(\$13,182)	\$9,203	(\$22,385)	-243.24%	\$13,182	\$23,619	(\$10,437)	-44.19%
1910-Light the Torch Run									
4-Revenues	\$22,500	\$0	\$5,570	(\$5,570)	-100.00%	\$0	\$15,958	(\$15,958)	-100.00%
5-Expenses	(\$47,700)	\$0	(\$280)	\$280	99.93%	\$0	(\$1,052)	\$1,052	100.03%
1910-Light the Torch Run Total	(\$25,200)	\$0	\$5,290	(\$5,290)	-100.00%	\$0	\$14,906	(\$14,906)	-100.00%
1925-Reindeer Run									
4-Revenues	\$53,000	\$630	\$105	\$525	500.00%	\$10,190	\$11,623	(\$1,433)	-12.33%
5-Expenses	(\$27,500)	\$0	\$0	\$0	0.00%	(\$166)	(\$779)	\$613	78.66%
1925-Reindeer Run Total	\$25,500	\$630	\$105	\$525	500.00%	\$10,024	\$10,844	(\$820)	-7.56%
Grand Total	(\$142,511)	\$3,045	(\$4,389)	\$7,434	169.38%	\$96,833	\$199,989	(\$103,157)	-51.58%

TO: Mike Benard, Executive Director
FROM: Dan Novak, Director of Arrowhead Operations
Kim Prazak, Assistant Director of Arrowhead Operations
DATE: September 18, 2024
RE: Arrowhead Board Report

Arrowhead Golf Club

	2024	2023	2022	2021	2020	5 Yr. Avg.
August Paid Rounds	9,534	9,098	9,679	9,199	9,834	9,469
Year to Date Rounds	51,991	50,136	45,529	48,559	37,521	44,549

- August temperatures averaged near normal even though it saw a record high daily temperature near the end of the month. Below average in precipitation for the month with only three days having cart path restrictions. We had a heat advisory for the a few days near the end of the month as well.
- We hosted six large outings during the month with all of them utilizing the banquet hall for their post golf events. Two of the six large outings used all 27-holes, including the Mike Williams’ Cosley Classic Golf Outing. Arrowhead hosted eight groups that ranged from 32-72 players per group that golfed on tee times and a large percentage of those groups stayed to eat in our restaurant.
- Under Armour Junior Tour, which spans the ages of 9–17-year-old boys & girls, came out on Sunday, August 25. This is the 2nd of three outings this year for this organization. 72 juniors came out to participate in the event with a lot of families spending the afternoon on the course and going to our restaurant afterwards.
- Arrowhead is the home course for the Wheaton North & South golf teams. Tryouts started early in the month and matches began the following week. Both High Schools utilize our driving range for practice. WWS High School gym classes have begun to come out and use our driving range during the morning periods.
- Arrowhead’s Monday morning Men’s league hosted a food drive on 8/19 for the People’s Resource Center. The food drive donated nearly 400 pounds of food. Arrowhead Golf Club was recognized as the host facility in their PRC weekly e-newsletter which is distributed to a large number of residents in the area.
- Seasonal staff across all departments saw a lot of high school & college aged employees leave for school.
- Golf Staff began seeking quotes for a replacement beverage cart unit. A new beverage cart was budgeted as a capital expense for 2026.
- Building maintenance projects have included: Kitchen equipment maintenance, repairing damaged driving range polls, re-wiring banquet halls in anticipation of the new A/V system to be installed this fall; coordinating install schedule for rooftop HVAC units this fall; Loading dock area repaving project will begin in October.
- Grounds maintenance projects have included: completing evaluations and end of year paperwork for part-time staff leaving for school; combated the extreme heat and humidity by applying chemicals to assist with water retention and disease prevention, hand watering greens, spot irrigating fairways, and adjusting mowing practices; Beginning 2025 Chemical Bid research.

Arrowhead Food and Beverage

- The banquets team held 59 events in August.
 - 10 weddings, with 5 outdoor ceremonies
 - 11 golf outings
 - 5 events hosted in the restaurant dining room with a personalized menu
 - Below is a note the banquet team received from recent guest:

Review from event on August 22nd who hosted their 3rd annual luncheon here at Arrowhead.

I just wanted to drop a quick note to say a huge thank you for the outstanding service, Arrowhead provided for our Prime-Time Annual Luncheons. Your team is amazing! Everything ran so smoothly; food was delicious and we've received great feedback from everyone who attended.

Thanks again for all your hard work! Have a great weekend."

Best Regards, Marcela Avila | Retail Program Manager | Old Second National Bank

- Arrowhead Restaurant welcomed 7,768 guests.
- The chef special featured in the restaurant was a Chicken Bruschetta Sandwich. Which is a guest favorite.
- We continued to have our monthly live music in the restaurant. The performance was Call Me Jo. They play acoustic versions of your favorite pop, rock and country songs.
- Staff hosted the third and final cooking class of the summer. This time the class was led by Joe Kipp, Executive Sous Chef. This class had 44 attendees, and Lucy was once again on hand serving two signature cocktails, a coconut bramble and an apricot pie cocktail.
- The end of August means going back to school. A lot of seasonal staff went back to school. We started a hiring blitz at the beginning of August to make for a smooth transition and to keep service levels high without any disruption.
- August 30 was the first night of the 50% off appetizer special to coincide with the start of the high school football season for Friday nights and Saturday afternoon.
- Some recent reviews from OpenTable. Left after guests dine in the restaurant:

"A wonderful local restaurant run by the Wheaton Park District. Great selection of food, at prices you'd expect from a sit-down restaurant. They have multiple menus, depending on time of day and season. They've got multiple seating areas, including a bar, a restaurant, and a patio (overseeing the driving range and some of the courses), to suit your preferences. Their reuben is fantastic!"

&

"Hostess and sever were excellent! Food quality was great and prices very reasonable. Sitting on the deck overlooking the golf course was so relaxing. Highly recommend. This is a definite place to go and relax, have a cocktail, talk, and then eat. We did exactly that, the food was excellent, the service was great. First time there and will be going back for sure."

TO: Michael Benard, Executive Director
FROM: Adam Lewandowski, Director of Athletic Programs & Facilities
RE: Athletic Programs & Facilities Board Report
DATE: September 1, 2024



- **Rams Football**
 - Rams Wheaton Bowl took place on Sunday, August 18 and had over 80 tackle football teams come out to participate with over 5,000 people in attendance. Games kicked off at 8am and ran until 7pm. Games were played at Wheaton Warrenville South HS and Graf Park.
 - Rams Tackle Football season kicked off at the beginning of August. For the Fall 2024 season, there are currently 354 participants signed up bringing in \$147,819 in registration fees. Last season there were 320 participants bringing in \$131,320.48 in registration fees. This is an increase of 34 participants for the program!
 - Rams Flag Football season began at the beginning of August. For the Fall 2024 season, there are currently 342 participants signed up bringing in \$57,969 in registration fees. Last season there were 288 participants, bringing in \$44,565 in registration fees. This is an increase of 54 participants for the program!
- **Rams Cheerleading**
 - Rams Cheerleading season is in full swing with practices at the Central Athletic Complex. There are a total of 198 participants for the 2024 season. Last year there were 189 participants registered. This is an increase of 9 participants!
- **Wheaton United Soccer Club**
 - Wheaton United fall season games begin in early September. The 2024/2025 season will feature 53 teams with approximately 650 players in the program. These numbers are up from the 2023/2024 season where the program had 45 teams and 540 players.
- **Fall In-House Soccer**
 - 2024 Fall Soccer registrations are complete, and games began in the middle of August. Registration ended with 1,156 participants enrolled bringing in \$110,513.00 in registration fees.
- **Soccer Shots**
 - Soccer Shots Fall classes beginning in early September are filling up with registrants. Currently 164 participants are signed up, which will bring in \$24,380.00 in registration fees. 2023 total participants were 204, with \$25,464.00 brought in for registration fees.
- **Baseball/Softball**
 - Fall Baseball/Softball began at the beginning of August. There are 224 participants signed up for the season. There are also 20 outside community teams participating in our leagues which help bolster the league numbers and provide our participants with further competition opportunities.
 - The Warriors Travel Baseball and Wildcats Travel Softball wrapped up their tryouts for forming their 2025 teams. The Warriors Travel Baseball program will have 13 total teams, while the Wildcats Travel Softball program will have 7 total teams. For the 2024 season there was a combined 18 travel baseball/softball teams.

- **Pickleball**

- Summer Pickleball leagues wrapped up in late August with a combined 239 participants spanning over the 12 leagues offered. Fall leagues will begin in the middle of September.
- Summer Pickleball classes had a combined 65 participants bringing in \$1,711 in registration fees. A handful of these classes took place at the new Briar Patch pickleball courts which have received raving reviews.

- **Hot Shots Youth Athletic Classes**

- Hot Shots youth athletic class offer numerous sport opportunities including tennis, hockey, basketball, baseball, soccer, and many more. August camps had 92 total participants bringing in \$8,848.00 in registration fees. The second session of summer classes had 131 total participants bringing in \$10,465 in registration fees.

- **Camp Sports and Sorts**

	2023	2024	% Change
Full Day	454	630	38.77%
AM Camp	138	161	16.67%
PM Camp	158	128	-18.98%
Before Care	81	151	86.41%
After Care	84	105	25%
Total	915	1175	28.41%

- **Feeder Basketball Tryout Participants**

	2023	2024	% Change
3 rd Vipers	45	30	-33.33%
4 th Vipers	38	45	18.42%
5 th Vipers	37	57	54.05%
6 th Vipers	42	47	11.90%
4 th Thunder	0	16	160%
5 th Thunder	11	15	36.36%
6 th Thunder	16	13	-18.75%
7 th WN Boys	27	18	-33.33%
8 th WN Boys	16	33	106.25%
7 th WWS Boys	20	18	-10%
8 th WWS Boys	13	13	0%
7 th WN Girls	11	11	0%
8 th WN Girls	2	6	200%
7 th WWS Girls	6	10	66.67%
8 th WWS Girls	6	12	100%
Total	290	344	18.62%

- **Fall In-House Volleyball as of 8/28/2024 (league starts 9/30/24)**

	2023	2024	% Change
3 rd Grade	31	45	45.16%
4 th Grade	60	62	3.33%
5 th Grade	56	47	-16.07%
6 th Grade	41	30	-26.82%
7 th Grade	20	15	-25%
8 th Grade	22	12	-45.45%

- **Clocktower Commons**

YTD through July		
Categories	2023	2024
Mini Golf	\$21,508.80	\$24,574.12
Facility Rentals	\$930.00	\$523.00
Concessions	\$944.00	\$812.15
TOTAL	\$23,382.80	\$25,909.27

- **Central Athletic Complex**

- The Central Athletic Complex is currently hosting a Jiu-Jitsu program Monday-Friday, cheerleading practices, and numerous batting cage and birthday party rentals.
- The Kale Gym floor is undergoing renovation which will provide our basketball participants with a much higher-quality court.

Usage Hours for July			
Categories	2023	2024	Change %
Paying Renters	58.50	8.00	-86.3%
Complimentary	0.00	0.00	0.0%
WPD Programs	825.75	791.25	-4.2%
WPD training	0.00	0.00	0.0%
TOTAL	884.25	799.25	-9.6%

YTD Total Usage Hours			
Categories	2023	2024	Change %
Paying Renters	1,061.00	728.25	-31.4%
Complimentary	0.00	0.00	100.0%
WPD Programs	3,085.75	4,709.13	52.6%
WPD training	0.00	0.00	0.0%
TOTAL	4,146.75	5,437.38	31.1%

Total Rental Revenue			
Month	2023	2024	Change %
January	\$5,755.00	\$1,782.75	-223%
February	\$3,642.25	\$4,196.19	13%
March	\$8,063.00	\$9,823.89	18%
April	\$9,778.50	\$11,457.67	15%
May	\$9,120.50	\$12,358.78	26%
June	\$7,870.69	\$1,502.16	-424%
July	\$2,862.00	\$2,861.16	0%
TOTAL	\$47,091.94	\$43,982.60	-7%

• **Parks Plus Fitness**

PPF Membership Numbers												
Month	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024
Monthly EFT	352	357	343	357	414	431	458	468	486	513	514	546
Student's	17	16	19	51	d/c - 5 left	d/c - 1 left	d/c - 0	d/c	41	64	58	25
3-Month	23	16	14	13	d/c - 9 left	d/c - 3 left	d/c - 0	d/c	d/c	d/c	d/c	d/c
Annual (No Flex or M/M)	425	425	410	408	447	472	516	506	526	530	480	476
Medicare/Medicaid	589	601	613	625	661	696	742	774	804	825	834	864
Personal Training w/ Membership	76	75	77	91	97	83	87	79	79	87	75	79
Recovery Room	X	X	X	X	24	37	73	67	66	69	70	71
Group Fitness	87	84	79	74	89	98	112	108	126	120	113	134
Kidz Kingdom	28	29	31	32	32	34	26	27	24	23	24	25
TOTAL	1,736	1,735	1,719	1,675	1,746	1,855	2,014	2,029	2,152	2,231	2,168	2,220

*Numbers ran on 8/27/2024

- The total amount of paying members PPF currently stands at 2,220. 19 members are currently suspended.
- The total number of visits currently sits at 6,458 this month.
- Net MEMBERSHIP profits from this month totaled \$21,857.00. (Up \$6,484.50 from last month).
- Total net profits from this month amount to **\$28,241.71** (This includes July insurance-based memberships) - Up \$6,102.71 from last month.
 - \$40.00 From ClassPass
 - \$175.50 From ASHF (Active/Siver & Fit)
 - \$1,644.00 from Healthy Contributions (Renew Active)
 - \$4,525.25 from Tivity (Silver Sneakers)
 - \$6,384.75 Total**

• **Marketing/Promotion**

- PPF Store - Members can buy PPF merchandise through Blue Sky Marketing. The store currently has 8 orders.

• **Programming/Operations**

- PPF is starting a Holistic Health program beginning next year.

- **Aquatics** – numbers ran on 9/5/24
 - Pool Passes
 - Sales
 - ❖ 2024: 8,086 passes / \$554,533.75
 - ❖ 2023: 8,252 passes/ \$532,869.00
 - Visits
 - ❖ Rice Pool & Water Park
 - 2024 – 44,853 visits
 - 2023 – 46,626 visits
 - ❖ Northside Family Aquatic Center
 - 2024 – 19,662 visits
 - 2023 – 16,876 visits
 - Daily Admissions
 - ❖ Rice Pool & Water Park
 - 2024 – 23,027 patrons / \$229,844.25
 - 2023 – 24,246 patrons / \$221,107.87
 - ❖ Northside Family Aquatic Center
 - 2024 – 4,034 patrons / \$36,864.75
 - 2023 – 4,053 patrons / \$31,910.75
 - Both Northside Family Aquatic Center and Rice Pool & Water Park had their facilities audited 3 times by Ellis & Associates during the 2024 season. Both facilities received 1 score of Meets and 2 scores of Exceeds!

Marketing, Events & Development Board Report

Arrowhead Restaurant, Golf Course and Events

Football Sunday wings and bucket special kicked off on September 8. Oktoberfest special menu goes live on September 21. Staff is working together on the design of the fall/winter menu and promotions for holiday parties.

Cosley Zoo

The 50th anniversary year is wrapping up with the Gala event and the installation of a giant/life size thank you card for people to sign for Sue Wahlgren. Pumpkin Fest is being promoted via kidlist.com, macaronikid.com, email and social media.

DuPage County Historical Museum

Content for eblasts that were sent out included an invite to the Geoffrey Baer event, Shakespeare, September News, Camp thanks, HOPTober Fest, Membership news and Foundation Events. Social media content included but was not limited to membership announcements, #ThrowbackThursday, special event promotion, Michelle Podkova 10-year anniversary, and exhibit and program promotion.

Parks Plus Fitness

The online store was open for members and staff to purchase merchandise. Two emails were sent to promote the store along with a poster at Parks Plus and a display of samples of the items. There were 8 orders received. The store will reopen during the holiday season.

Top Social Media Posts for August (Facebook)

- Summer camp recap | August 14 | Reach 8,207 | Impressions 8,207
- MLC Day Trip recap | August 22 | Reach 3,949 | Impressions 3,949
- Shakespeare promo | August 20 | Reach 3,444 | Impressions 3,746
- Benefit Concert | August 25 | Reach 2,811 | Impressions 2,868

Top Social Media Posts for August (Instagram)

- Benefit Concert | August 21 | Reach 1,545 | Impressions 1,764
- Tuffcurls SES concert | August 16 | Reach 1,200 | Impressions 1,394
- Sensory Art Play Day | August 13 | Reach 1,095 | Impressions 1,152

Overall, we saw 86 new Facebook page followers and 68 new Instagram followers

Email Marketing

E-Blast/Subject	Date	Click to Open Rate	Results
September WPD Newsletter	August 28	3.6%	6 tickets for Too Fighters and PettyBreakers concerts purchased
Briar Patch Ribbon Cutting	August 29	3.2%	N/A

Cosley August news	August 14	3.2%	1 registration for Armadillo Adventure and 14 registrations for Spooktacular
Shakespeare	August 27	3%	N/A
Cosley Gala auction	August 30	2.9%	90 bids

Past Events

Summer Entertainment Series | August 2, 3, 16, 17 & 25

Memorial Park was rockin' on Friday, August 2 with a performance by Rocks Off: A Tribute to the Rolling Stones with Second Hand News. 1246 tickets were sold for this concert and all concessions tips for this night benefited the Milton Township Food Pantry, raising over \$1300.00. Saturday, August 3 featured a unique performance by The Red Roses who presented *An Evening of Radiohead*. Killing Me Smalls opened the night and 613 tickets were sold for this concert.

Inclement weather rolled in on Friday, August 16 after the opening band, Our So-Called Band. Rod Tuffcurls and The Bench Press were not able to take the stage due to rain, lightning, and winds. The weather improved on Saturday, August 16 and 920 tickets were sold for the concert featuring a BON JOVI experience and JUMP: America's Van Halen Experience. The final free concert on August 19 featuring Project Nostalgia featured over 200 attendees.

The concert on Sunday, August 25 was a special benefit concert, in memory of Cameron Babiarz. 719 tickets were sold and a portion of ticket sales will be donated to the International Rett Syndrome Foundation. Local bands Side Project and Nicki Neal performed during the event.

Shakespeare in the Park | August 29 - 31

The As You Like It production was hosted in partnership with Wheaton College Arena Theater and three performances were held on Thursday, August 29, Friday, August 30, and Saturday, August 31. An estimated 2500+ attendees came out for the performances over 3 days, which had warm weather and clear skies. This free event was open to the public and all concessions proceeds benefited the DuPage County Historical Museum.

Upcoming Events

Summer Entertainment Series | September 13 and 14

The final weekend of the Summer Entertainment Series will take place on September 13 and 14. Friday, September 13 will feature Too Fighters with Rearview. Saturday, September 14 will feature a returning performance by The PettyBreakers, with Tennessee Whiskey opening the show. As of September 9, 282 tickets have been sold for Too Fighters and 618 for PettyBreakers.

Reindeer Run | December 7

The 13th Annual Lions Charities Reindeer Run returns to downtown Wheaton, in partnership with the Wheaton Lions Club. A total of \$8,000 in sponsorship has been secured and 137 runners are registered as of September 9.

Development

Cosley Foundation

Past Event

Cosley Zoo Gala | September 7

The gala was a beautiful and successful event and celebration for the zoo's 50th anniversary. We had a total of 145 registered with 135 in attendance. The silent auction, live auction and raise the paw (paddle) generated an additional \$57,000 for the event. Dave McGowan served as the emcee for the evening.

Upcoming Event

Donor Appreciation Event | November 21

We will be hosting a donor appreciation event on Thursday, November 21 at Arrowhead Golf Club to celebrate Cosley Zoo's 50th anniversary and Susan Wahlgren's 40 years of service.

Membership

During August, we had we had 44 new memberships and 45 renewals.

DuPage County Historical Museum Foundation

Upcoming Events

HOtober Fest | September 28

As of September 9, we have 258 guests registered for the event. We hosted a flash sale on September 7 in honor of National Beer Lovers Day offering \$10 off, which resulted in more than a couple dozen registrations. We have secured \$14,000 in sponsorship.

Geoffrey Baer Event | November 7

The Museum will host WTTW's Geoffrey Baer for a presentation on November 7, 2024. Baer will present about DuPage County architecture, local history, and more. Light appetizers will be served. As of September 9, we have sold 34 tickets and secured \$3,250 in sponsorship.

Membership

The new membership program launched on August 1 with support of marketing, development, and Museum staff. During the month of August, we received nine new memberships.

Play For All Playground & Garden Foundation

Summer Play Days

The final Summer Play Day took place on August 17. Throughout the four play days, we hosted over 500 visitors. This year, Cosley Zoo, Lincoln Marsh, WDSRA, Wheaton Public Library, RISE Fitness and Bloom Psychology Services joined us at Summer Play Days.

5 to 12-year-old Playground Construction

The construction of the 5 to 12-year-old playground is underway and expected to be

completed by late FALL. Signage has been updated at the site and weekly social posts are continuing to keep the public informed of the progress.

TO: Mike Benard, Executive Director
FROM: Rob Sperl, Director of Parks & Planning
DATE: September 8, 2024
SUBJECT: Board Report, August

Administration/Overall Department

- Park Permitting – fifty-two reservations were held in August and twenty-three future rentals were reserved.
- Commemorative Program – One commemorative bench was installed. One commemorative tree and a bench were sold.
- Parks Admin staff inspected and tested the AED's installed at five locations and will continue to inspect weekly.
- Part-time year-round Ground Maintenance position is open for applications.
- The department held their end of summer picnic on August 2. We had great seasonal staff this year and many of them intend to return next summer.
- The Wheaton police reached out to us about integrating our cameras into their emergency response system.
- Veggiefest was held at Danada South on August 10-11. Once again, they did a great job organizing the event and left the site in good condition. Timely rains after the event helped the turf bounce back better than it was before.

Purchases between \$10,000 - \$20,000

- Toohey HVAC replacement \$10,725 (Air-Rite)
- Two Skag mowers \$17,938.00 (DeKane)
- Rathje windows \$15,295.00 (Wall-Fill)

Planning

- Bids were received for renovations to the Cosley restrooms and adding a family restroom. Work is proposed to occur this fall.
- Bids were received to replace the asphalt paving in the Arrowhead clubhouse loading dock. A thicker cross section of asphalt and gravel has been proposed to manage the heavier loads from deliveries and waste removal.
- Bids were received for asphalt work throughout the district. The work consists of replacement of asphalt paths at Briar Patch Park as well as smaller patching work at other parks.
- Work has begun on the basketball and pickleball courts at Northside. A change order with Chicagoland Paving for additional work related to poor soil and some minor revisions to the plan has been recommended.
- Work on the Kale Gym floor at the Central Athletic Complex is in progress. A change order with HDI to replace the subfloor was proposed.

- Staff is working on an OSLAD grant application for improvements to Graf Park, including replacement of the artificial turf, playground replacement and new batting cages. The extended lease term with CUSD200 should improve our chances of obtaining this grant.

Parks & Buildings Operations

Electrical

- Mounted Smart information screen at the CAC Rec N Roll room for WDSRA.
- EV charging station wrap up, all units were connected to the Tesla charging app and cameras are up and operating.
- An AED was installed on the Briar Patch Shelter, electrical run and support cabinet mounted.
- Low voltage lighting was installed to illuminate the Memorial Park Dough Boy statue. This included running electrical conduit and wire from the Mary Lubko building under two sidewalks to a new electrical ground vault next to the memorial. The trees alongside the memorial were also lit.
- New audio cables were run from the CC Memorial room to the Albright room to restore speaker function for the stage.
- A conduit was repaired at the Kale gym in two locations and two hundred feet of new wire was pulled to restore service that was interrupted during installation of the new floor.
- Two hundred feet of low voltage lighting was installed along both sides of the Cosley Zoo front entrance fence line to illuminate the path.

Plumbing

- The ponds at the Clocktower mini golf had to be drained, power washed and filled. The hot summer temperatures had accelerated the growth of algae in those ponds.
- The drinking fountain at Northside Park was sanded and repainted.
- A sump pump was replaced in the Toohey Park basement.

General Maintenance /Repairs/inspections

- Three posts were replaced at Sunnyside Park boundary fence to replace rotted posts.

Projects and Special Events

- Installation began on the 5 to 12-year-old playground at Sensory Gardens.
- Briar Patch Fitness equipment installation was completed.
- Crews completed set up/takedown and assisted in staffing for our Summer Concert Series.
- Shakespeare in the Park Special Event. Assisted Wheaton college constructing their stage and hauling materials to Memorial Park.
- Work orders for signs and banners throughout the district were completed.

- Completed the 2024 Summer Pool Season. Successfully maintained the pools from Memorial Day through Labor Day.

Horticulture, Turf & Natural Resources

- Staff prepared parks along the Parks Tour route that was held on August 31st. Parks were trimmed, weeded, tree rings mulched, trees pruned, hard surfaces blown off, and trash picked up throughout.
- Repairs were made at Danada South following Veggiefest. The grass areas on both ballfields and the soccer field took a beating with the many thousands of participants. Staff aerated, overseeded, fertilized, and added a soil surfactant, which helps with moisture control. Within two weeks these areas greened up and are on their way to a full recovery. The time and materials used were paid for by the event organizers.
- To reestablish some of our natural areas, staff has been collecting seed and redistributing it in areas that need of improvement. Last winter, a significant effort was put into removing invasive species from Hoffman and Toohey Parks. As a follow up, staff continues to remove/treat any invasive resprouts and has been overseeding these areas with seed that has been collected from Lincoln Marsh and other natural areas that can spare seed stock.
- A section of overgrown weeds/shrubs along the prairie path next to the new Hoffman playground has been cleared and has been converted to turfgrass. This will be much easier for staff to maintain and opens the park for prairie path users to see and enjoy all the amenities. This is also expected to reduce bad behavior in the park with increased visibility.
- Path repairs were made at Northside Park and the CAC. Recent storms had blown out sections of the screening paths. Staff added material, leveled, and tamped down areas where needed.
- Issues with stinging insects (wasps, bees, hornets, etc.) have been particularly bad this summer. We have received numerous reports, and staff address them as soon as they come in. There have been several occasions when a bee suit is needed to remove nests.
- Asphalt repairs were made at Scottdale Park. When the old back stops were removed last year, it left sections of asphalt cracked and uneven. Staff cut out these sections and added new hot patch, leveling and tamping down where needed.

Conservation

- Lots of summer tree work including pruning and removals. Several storms moved through the area.
- A large cottonwood at Northside Park that was scheduled to be removed came down on its own. It had been fenced off previously and the majority landed in the lagoon.

- Crew assisted with setup of Shakespear in the Park.

Fleet Mechanics

- The annual inspections on the four genie lifts were all completed with no issues. The inspector commented on the excellent condition the equipment has been kept.
- All state safety on trucks and trailers were completed the month.
- The fleet manager attended “Fire & Ice” workshop at the Morton Arboretum. Networking opportunities for future equipment purchases and new equipment were viewed.
- The canoes at Northside were inspected and repaired as needed.
- The electric gator at the Lincoln Marsh had a battery short; replacement cables and terminals were made in house by mechanics.



TO: Mike Benard, Executive Director
FROM: Vicki Beyer, Director of Recreation
Jamie Martinson, Superintendent of Recreation
RE: Recreation Department Board Report
DATE: September 18, 2024

Recreation Department- General

- Recreation Intern, Lizzy Lewinski, completed her internship with the Recreation Department on August 30. Lizzy completed 600 contact hours to complete her degree with Southern Illinois University. Lizzy experienced a well-rounded internship experience working with staff, events, projects and programs in all departments and buildings of the district.
- Recreation Intern Lizzy Lewinski and Athletics Intern Andrew Derwent planned and hosted “Popsicles in the Park” as an assigned internship project.
 - Popsicles in the Park was held at Rathje Park and invited families to enjoy free activities, athletic games, nature games and unlimited popsicles. The event was well attended with 250+.

Preschool & Camps- Kelly Nielsen

- 2024 summer camps have concluded with another highly successful camp season.

Summer Camp Total Enrollment	2023	2024	% Increase
	3,454	4,378	26.75%

- Building upgrades took place at Toohey Park with new carpeting installed and at Rathje Park with new window installation.
- Wide Horizons Parent Orientation was held on August 21 with over 100 people that attended the evening. A photo montage was shown that displayed the highlights of Wide Horizons followed by a presentation.
- Toohey Park and Wide Horizons staff attended the Wheaton Public Library’s Community Partners Playdate on Friday, August 23. They shared our early childhood resources with families in our community who have children under the age of 5.
- “Meet The Teacher” day was August 29 in Wide Horizons classrooms where students come into their classrooms, drop off school supplies, meet their new classmates and teachers. Wide Horizons will welcome 86 students into the program this school year!

Mary Lubko Center- Megann Panek

- August Day Trips:
 - 8/13 – Odyssey River Cruise – 38 patrons
 - 8/21 – Celebration Belle – Sold out with 56 patrons
 - 8/28 – The Audience at Drury Lane – 14 patrons
- A therapy dog program, “Paws & Relax” was hosted with over 40 people in attendance.
- The annual Picnic in the Park was held on August 14 in Memorial Park. Over 50 people enjoyed lunch and entertainment on a beautifully sunny afternoon. Local senior living community, Travanse Living, brought a busload of residents over for the event.
- The Mary Lubko Center participated in the Wyndemere Community Connections Event on August 29. Staff connected with Wyndemere residents and shared information on the MLC and WPD programs and events.

Lincoln Marsh/Green Team- Terra Johnson, Deb Ditchman

- Lincoln Marsh staff presented 39 outdoor education programs to 438 participants in August.
 - 11 environmental education programs were presented to 97 participants.
 - 22 challenge course programs were presented to 294 participants.
 - 6 nature and adventure summer camps were presented to 47 participants.
- A total of 52 sessions of nature and adventure camps for 488 participants were hosted by Lincoln Marsh staff this summer.
- Outdoor educators hosted all of the 5th grade students from Sandburg Elementary on the Teams course to kick off their school year.

Cultural Arts & Varied Interest- Chad Shingler

- Children’s playhouse Moana Jr auditions took place with 63 actors, compared to 42 actors for Fall 2023 (34% Increase)
- Dance and theater camps were well attended with over 20 in attendance
- Planning is underway for the first ever “Winter Showcase” for the upcoming fall dance season.

DuPage County Historical Museum- Michelle Podkowa

- Meetings and planning continues to be underway for the new permanent exhibit and the Heritage Gallery with Taylor Studios.
- Work continues on future exhibits including Before Barbie, Tense Times, Woven Together and a possible Route 66 exhibit.

Customer Service, Gracie Aviles & Lyn Havelka

- Updated Reach communication monitor as requested by staff
- Updated PowerPoint daily schedules
- Added/removed F.T. & IMRF benefits as requested per Human Resources
- Merged/deleted RecTrac Households as needed and requested by staff.
- Revised & corrected newly created HH accounts to match our Resident & Non-resident status.
- Created a cleaning task list for front desk and back-office area
- Updated the Zone Party Request Form
- Created and sent Survey Monkey participant surveys for all recreation department day camps
- Coded VISA transactions for staff
- Assisted with showing rooms to potential renters.

Registration/Software- Rick Napier

- Wide Horizon's 2024/25 – The second of nine invoices due on 9/1 have been processed and sent.
- Archived Spring League programming
- Began activating, updating, and creating programs for the Winter season
- Ran RecConnects for Marketing Dept
 - All museum camp participants for 2024
 - Current PPF memberships
- Assisted Parks Department in set up of online rentals of picnic areas
 - Set Rule so picnic areas can only be rented out 2 weeks in advance
 - Set some listings to "Inquiry Only"
 - Adjusted filter in online search to include picnic areas only
 - Changed wording in WebTrac menu under search to say "Picnic Area Rentals" instead of "Facility Rentals"
 - Preschool Nature Time: 456253-01 through -10
- Ran Activity Trend Analysis report for Preschool and Camps Manager to determine camp enrollments and total revenue 2024 vs 2023

- **August Leisureship Program Summary**
 - 62 families have been assisted in current fiscal year.
 - 46 families had been assisted in previous fiscal year.
 - 34.78% increase in families requesting assistance in 2024 vs. 2023.

- **August Refund Summary**
 - 510 refunds processed.
 - 562 refunds were processed in the same month previous fiscal year.
 - 9.25% decrease in refunds processed.
 - Total refunds: \$34,038.23 vs \$51,221.97 in 2023 (32.91% decrease in fees refunded)
 - Check refunds: \$714
 - Household credits: \$16,297.04
 - Credit cards: \$17,027.19
 - Administrative/service fees: \$455

- **August Activity Registration Summary**
 - Total registrations: 2688
 - Fees processed: \$311,864.75
 - Web registration: 1977
 - Web percent: 73.55%
 - Walk-in registration: 711
 - Walk-in percent: 26.45%
 - Resident registration: 2164
 - Non-Resident registration: 524

Cosley Zoo Board Report
August 2024

Fundraising/Revenue Activities

Admissions:

- A total of 15,743 people visited the zoo in August (89,597 year-to-date) compared to 14,749 (82,948 year-to-date) during the same timeframe in 2023. Of the August visitors, 61.4% attended free of charge due to age, residency, reciprocity, or membership. Financial data is below:

Month	2024 Revenue	2022 Avg./Day	2023 Revenue	2022 Avg./Day
January	\$ 2,184	\$ 72.79	\$ 3,847	\$ 128.23
February	\$ 12,521	\$ 431.76	\$ 8,797	\$ 314.18
March	\$ 26,958	\$ 869.61	\$ 12,938	\$ 417.36
April	\$ 36,100	\$ 1,203.35	\$ 32,238	\$ 1,074.57
May	\$ 54,823	\$ 1,768.48	\$ 54,546	\$ 1,759.55
June	\$ 48,711	\$ 1,623.68	\$ 51,546	\$ 1,718.20
July	\$ 63,000	\$ 2,032.26	\$ 58,241	\$ 1,878.74
August	\$ 56,270	\$ 1,815.16	\$ 51,344	\$ 1,656.26
Total	\$300,567	\$ 1,231.83	\$273,497	\$ 1,120.89

General Revenue/Fundraising:

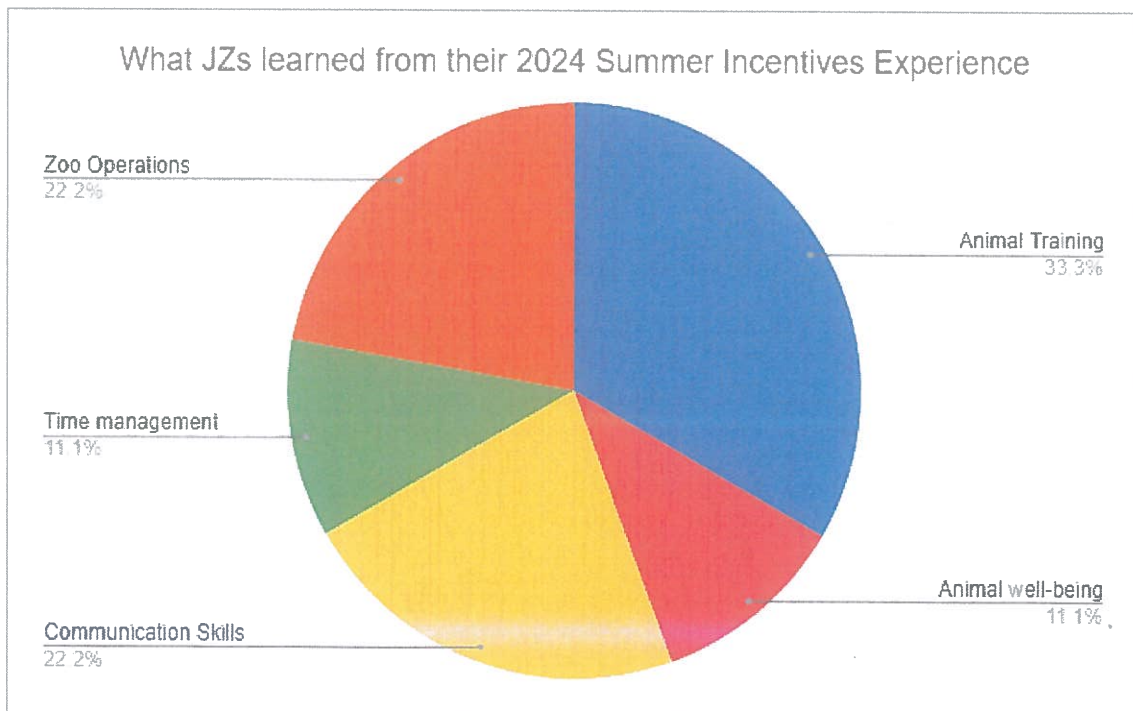
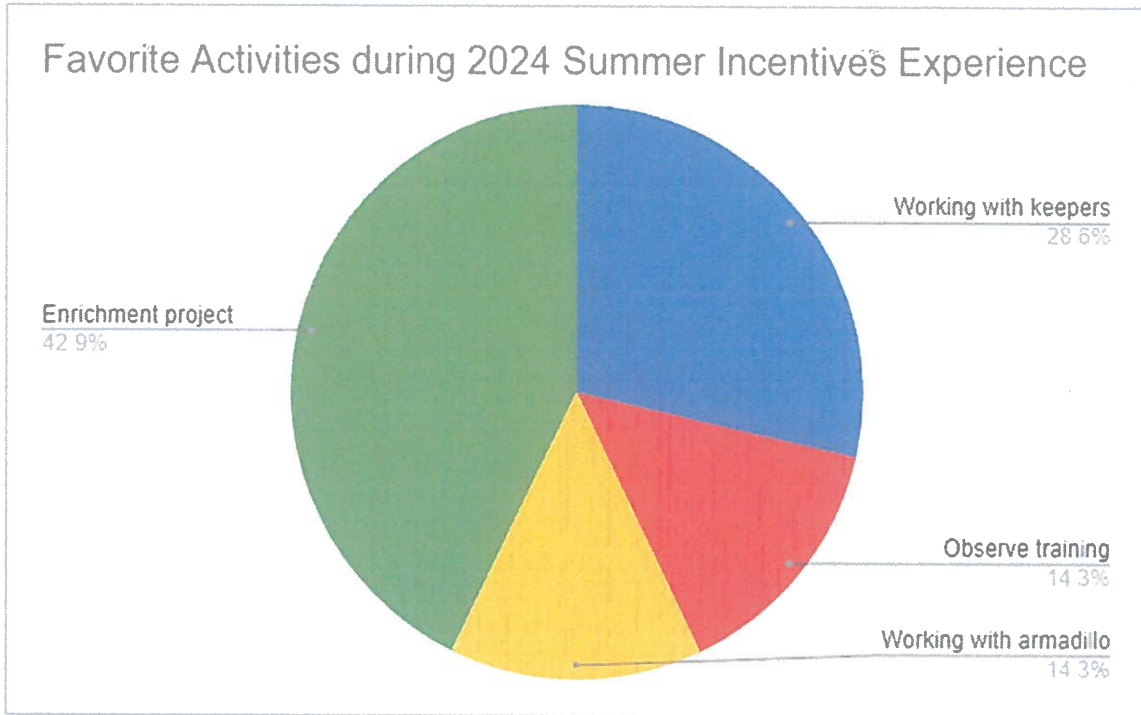
- The zoo received August operational donations of \$8,408. This brings 2024 year-to-date operational donations to \$64,456.
- Since mid-April, public duck and chicken feeding opportunities have earned a total of \$22,480, \$5,441 of it in August.
- The Coyote Café has earned gross revenue of \$43,378, compared to \$38,618 during the same timeframe in 2023.
- The Wild Side gift shop has earned year-to-date gross revenue of \$118,610 compared to \$122,356 in 2023.
- A longtime supporter donated \$14,100 for the purchase of a portable medical laser to be used to promote excellent health for the zoo's residents.
- Cathy Mousseau and Sue Wahlgren met with a supporter who presented the zoo with a check for \$50,000 for the Taylor barn project. To date, this donor has contributed \$125,000 to this venture.

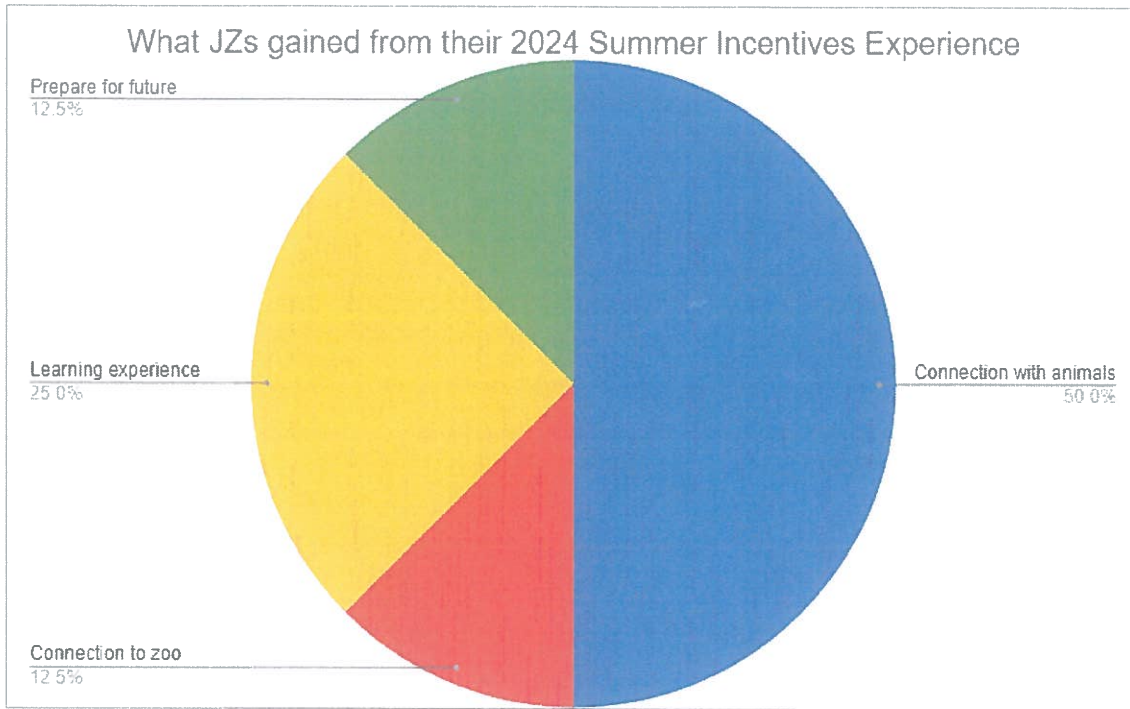
Significant Activities/Accomplishments

Education Programs and Activities:

- Junior Zookeeper (JZ) interviews were held for the 2024/2025 program year. Education Supervisor, Sarah Tulicki, had 26 applicants, new to the program, attend small group interviews. There are also 30 returning JZs for a total of 56 participants for the coming year.

- Education Specialist, Kelly Golbeck attended a Suburban Educator Roundtable about adult programming.
- On August 8, 18 of our JZs made the trek to Lincoln Park Zoo to meet with their teens and take part in some behind-the-scenes experiences.
- Junior Zookeeper Summer Incentives wrapped up for the year in August. JZs were asked to reflect on their experience. Below is an overview of some of the responses that were received.





- Program data for August and year-to-date is below:

Total Programs – August

Type of Program	2024 Programs	2024 Participants	2023 Programs	2023 Participants
Outreach	4	220	9	286
Guest Engagement	145	6974	169	7166
Camps	1	15	2	28
Teen Programs	8	28	8	48
School programs	5	100	9	185
Scout programs	0	0	0	0
Individual/Family programs	3	64	6	118
Special Events	1	741	0	0
Rentals	14	615	12	485
Total	181	8757	215	8316

Virtual VS. On-Site – August

	Number of Programs	Number of Participants
On-site In-person	160	7179
Off-site In-person	4	220
Virtual	2	2
Total	166	7401

(On-site includes JZs, Bookworms, Family Enrichment Workshop, School; Virtual includes JZs, Pre-recorded ZTY, Volunteer Open House)

Total Programs – Year-to-Date

Type of Program	2024 Programs	2024 Participants	2023 Programs	2023 Participants
Outreach	123	3677	113	3771
Guest Engagement	688	29936	989	35562
Camps	7	107	7	99
Teen Programs	61	339	77	471
School programs	167	4245	142	3527
Scout programs	34	470	12	199
Individual/Family programs	31	570	33	642
Special Events	10	2053	10	1519
Rentals	70	4379	72	3365
Total	1191	45776	1455	49155

General Activities:

- More than 100 people have applied for the Zoo Director position, 17 of which were selected to take part in the first round of interviews. Several candidates were chosen to move on to a second interview in September. The second round of interviews will help to determine the final two to three candidates who will be asked to take part in a third on-site interview.
- The animal care department welcomes two fall interns and one new volunteer.
- Cosley Zoo celebrated its 50th Anniversary on August 17. During the day the zoo welcomed 741 visitors who enjoyed a scavenger hunt, crafts, animal programs, swag bags, cupcakes, and more to mark the special day.
- New “Staff Only” signs containing the zoo’s updated logo were installed throughout the facility.
- The parks department added new ambient lighting along the entrance path into the zoo. This will be a big benefit to guests during after-hours events.
- A new animal encounter program, Armadillo Adventure, became available to the public in late August. This unique program requires pre-registration and will be offered Saturdays, Sundays, and Tuesdays through the end of September.
- Sue Wahlgren met virtually with the CEO of San Diego Safari Park who is also a member of the AZA Board of Directors. The meeting was a general check-in and to gather input on a draft version of a new AZA strategic plan.
- The 41st annual Mike Williams Cosley Zoo Classic was held on August 5 at Arrowhead Golf Club. Despite the sultry weather, participants seemed to enjoy the day of golf, great food, and camaraderie.
- Fundraising consultant Cathy Mousseau and Zoo Director Wahlgren conducted a few VIP tours and meetings in August. These meetings resulted in total donations of almost \$56,000.
- Director Wahlgren took part in a zoo anniversary promotional video with NCTV17.