

Periodic Review of the Job Description of the Executive Director of the Wheaton Park District

Approved by the Park Board of Commissioners October 18, 2017





Wheaton Park District Job Description

Job Title:	Executive Director				
Division:	Administrative			Job Code:	
Reports to:	Park District Board of Commissioners				
Supervises:	Directors of Finance, Special Facilities, Recreation, Parks & Planning, Athletics, Marketing, and the Human Resource Manager and Executive Assistant				
Classification:	Full-time	Salary Grade:		FLSA:	Exempt
Last Review/Revision:	June 2017			EEO-4 Code:	

D R A F T update

GENERAL PURPOSE

Responsible for the implementation of agency policies as approved by the Board. Chief Executive Officer of the overall management of the park and recreation system.

REQUIRED EDUCATION, QUALIFICATIONS, KNOWLEDGE, SKILLS AND ABILITIES

Bachelor's degree in Park and Recreation Management required, Master's degree preferred. Certification as a Parks and Recreation Executive preferred. Minimum of five years' experience related to and commensurate with the size and needs of the District. At least eight years administrative experience. Must be familiar with the use of Microsoft Office Suite. Must possess strong problem solving, analytical, interpersonal, and organizational skills. Must be able to lead, manage, and motivate assigned staff. Must have great written and verbal communication skills.

ESSENTIAL FUNCTIONS

1. Serve as the appointed Secretary to the Board of Park commissioners
2. Develop statement of purpose for the district.
3. Develop leisure philosophies for the district.
4. Develop agency goals and objectives.
5. Establish and implement standards of performance and evaluation.
6. Establish and review written job descriptions, organizational chart (with Board approval) and department personnel procedures.
7. Establish and review written personnel policies.
8. Conduct staff meetings.
9. Serve on district Risk Management Committee.
10. Carries out/implements Board decisions and policies.
11. Analyze, coordinate and prepare official agreements.
12. Supervise and control short and long-range planning.
13. Administer program of research and development.
14. Develop strategy to prepare and implement special projects and programs.
15. Analyze and plan for special facility needs.
16. Review, identify and recommend sites for acquisition.

17. Review and maintain park ordinances and codes.
18. Maintain a positive public relations program, acting as official spokesperson for the district.
19. Seek, interpret and implement input from the public.
20. Maintain open communication with other agencies and institutions.
21. Keeps public and staff informed of Board policies.
22. Analyze and handle crisis situations, delegating authority as necessary.
23. Prepare the district's annual budget for Board adoption.
24. Review and project financial resources.
25. Plan and coordinate outside funding.
26. Supervise and implement investment programs.
27. Perform internal audit functions as needed.
28. Continue education on new issues, trends, procedures and techniques.
29. Attend all Board meetings.
30. Contribute to a feedback rich environment.
31. Hire, train, manage, lead, coach, direct, schedule, discipline, motivate, evaluate, provide quarterly feedback and recommend merit increases for assigned staff ensuring an effective, efficient, and successful District run in accordance with Department of Labor laws and District policies and procedures.
32. Proactively support the V.A.L.U.E.S. (integrity, fun, commitment, adaptability & growth, kindness, and service) on a daily basis.
33. Provide a high quality of customer service in a professional manner to the internal customer that will facilitate team building and exceptional customer service to the external customer.
34. Follow the Wheaton Park District policies, procedures, and guidelines.
35. Proactively support the V.A.L.U.E.S. (integrity, fun, commitment, adaptability and growth, kindness, and service) on a daily basis.
36. Maintain good safety awareness and follow all safety guidelines and procedures.

MARGINAL FUNCTIONS

1. Attend in-service trainings and staff meetings as required.
2. Represents Wheaton Park District at community functions as a guest or speaker.
3. Serves on the Board of Directors of The Cosley Foundation, Inc.
4. Serves on Western DuPage Special Recreation Board of Directors.
5. Other duties as assigned.

REQUIRED CERTIFICATIONS, LICENSES, ETC.

Must have and maintain: a valid driver's license with acceptable driving record; CPR/AED certified or obtain within one (1) year of employment; and registered by a state professional park and recreation organization and an appropriate national organization.

PHYSICAL DEMANDS

Must have the ability to: continuously remain in a stationary position for long periods of time with hand/arm/finger movements and use of eyes while using a computer. Must be able to move about the facility and travel to other facilities and locations for meetings and events. Must be able to move objects weighing up to 25 lbs.

ENVIRONMENTAL DEMANDS

Must be able to: work in a standard office setting with variance in lighting and temperature; and tolerate all weather conditions while traveling to other facilities.

OTHER DEMANDS

Must be able to: handle stress related to the highly visible position, responsibility for quality parks and recreation services, and resolving problems with customers, employees, and commissioners. Must be able to demonstrate good problem-solving ability, sound judgment, resilience, flexibility, and behave maturely and responsibly.

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements and effects of working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job when circumstances change: e.g., emergencies, rush jobs, changes in personnel, workload, technological development, etc.

CERTIFICATION

“I have read this job description, and certify that I can perform all essential job functions without a significant risk to my own health and the health and safety of others that cannot be eliminated by reasonable accommodations.” The Executive Director may amend this position’s description from time to time at his/her discretion. In addition, the Executive Director, and/or appointed authority, have and retain the rights to revise, eliminate, combine, and or establish positions and classifications. Amendments by the Executive Director shall be effective on such date as designated.

Employee Printed Name

Employee Signature

Date

Revision/Review Dates:	5/06; 6/17
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from 2007

WHEATON PARK DISTRICT JOB DESCRIPTION

Title of Position: Executive Director

Division: Administrative

Reports To: Park District Board of Commissioners

Updated: 05/06

FLSA: Exempt

General Purpose

Responsible for implementation of agency policy and the overall management of the park and recreation system. A full-time position.

Qualifications

Bachelor's degree in Park and Recreation Management required, Master's degree preferred. Minimum five years experience related to and commensurate with the size and needs of the District. At least eight years administrative experience. A valid Illinois driver's license required. Should be registered by a state professional park and recreation organization and an appropriate national organization.

Essential Duties

1. Develops statement of purpose for district.
2. Develops leisure philosophies for the district.
3. Develops agency goals and objectives.
4. Establishes and implements standards of performance and evaluation.
5. Establishes and reviews written job descriptions, organizational chart and department personnel procedures.
6. Recruits, hires, trains, supervises and evaluates department heads.
7. Establishes and reviews written personnel policies.
8. Conducts staff meetings.
9. Serves on district Risk Management Committee.
10. Carries out/implements Board decisions and policies.
11. Analyzes, coordinates and prepares official agreements.
12. Supervises and controls short and long-range planning.
13. Administers program of research and development.
14. Develops strategy to prepare and implement special projects and programs.
15. Analyzes and plans for special facility needs.
16. Reviews, identifies and recommends sites for acquisition.
17. Reviews and maintains park ordinances and codes.

18. Maintains a positive public relations program, acting as official spokesperson for the district.
19. Seeks, interprets and implements input from the public.
20. Maintains open communication with other agencies and institutions.
21. Keeps public and staff informed of Board policies.
22. Analyzes and handles crisis situations, delegating authority as necessary.
23. Prepares the district's annual budget for Board adoption.
24. Reviews and projects financial resources.
25. Plans and coordinates outside funding.
26. Supervises and implements investment programs.
27. Performs internal audit functions as needed.
28. Continues education on new issues, trends, procedures and techniques.
29. Serves as official spokesperson for the park district.
30. Attends all Board meetings.

Other Duties and Responsibilities

1. Represents Wheaton Park District at community functions as a guest or speaker.
2. Serves on the Board of Directors of The Cosley Foundation, Inc.
3. Serves on Western DuPage Special Recreation Board of Directors.

Psychological Considerations

Highly visible position with extensive leadership responsibilities and high degree of public interaction. May feel stress from being held responsible for quality park and recreation services. Must resolve difference and solve problems with customers, employees and commissioners.

Physical Demands

May encounter long periods of sitting, standing, walking, reading and writing, and do moderate lifting up to 25 pounds. May experience variance in lighting and temperature in district facilities. May be exposed to all weather conditions.

Cognitive and Safety Considerations

Must demonstrate good problem-solving ability, sound judgment, resilience and flexibility, and behave maturely and responsibly with good safety awareness.

This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements and effects of working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job when circumstances change; e.g., emergencies, rush jobs, changes in personnel, workload, technological development, etc.

“I have read this Job Description, and certify that I can perform all essential job functions without a significant risk to my own health and the health and safety of others that cannot be eliminated by reasonable accommodations.” The Executive Director may amend this position’s description from time to time at his/her discretion. In addition, the Executive Director, and/or appointed authority, has and retains the rights to revise, eliminate, combine, and or establish positions and classifications. Amendments by the Executive Director shall be effective on such date as designated.

Employee Printed Name

Employee Signature

Date

Periodic Review of the Commissioners General Practices Manual for the Wheaton Park District

Approved by the Park Board of Commissioners October 18, 2017



**Wheaton Park District
Board of Commissioners
General Practices Manual**

Revisions 10/18/17

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

Vision Statement We, the Wheaton Park District team, commit to service excellence, financial stability and an enriched quality of life for out stakeholders. We accomplish this through continues improvement of people and systems while living values.

Core Values	Integrity	Fun	Adaptability	Growth
	Kindness	Service	Commitment	

General Practices This General Practices Manual, of the Wheaton Park District Board of Park Commissioners represents an insight into the intent of the members. They are a manifestation of a desire to establish a means of measuring acceptable behavior and protocol that ensures honest and accountable representation. While not processing the force of the law, the intent of this manual is to provide a guideline for board conduct.

Definitions

1. The Wheaton Park District shall hereinafter be referred to as “the District” or as “The Park District”
2. The Wheaton Park District Board of Commissioners shall hereinafter be referred to as “The Board”
3. The Executive Director shall hereinafter be referred to as “the Director”

Statement of Objectives It shall be the purpose and objective of the district to: provide wholesome and meaningful recreation programs; to preserve, restore and maintain parks and other natural areas; construct, maintain and operate facilities for the recreational, athletic, wellness, social and cultural services to be housed and held for families and individuals in the area served by the District

The District shall, within financial limits set by the Board, obtain, plan, develop, and maintain park and recreation resources to serve the varied recreational interests of the residents of the District. Recreation programs and services shall be planned, developed and operated which, while consistent with the District’s financial ability, will provide a broad and varied selection of activities, both active and passive, to adequately service the recreational needs and interests of all ages, sexes and economic levels in the area served by the District. It is the desire of the District though its programs, services and facilities to provide for a better quality of life for its residents in a financially sustainable manner.

Responsibilities of the Board The Board functions under the authority of the Illinois Park District Code, Illinois Compiled Statutes, Chapter 70, ACT 1205 and within the framework of the laws, court decisions, opinions of the Illinois Attorney General and similar mandates from the state and national levels of government. Board members, collectively and individually, act as representatives of all residents of the District in maintaining and promoting the use of park and recreation activities. Through an evaluation of the available resources and the often conflicting needs and demands of all interested parties and groups, Board members seek to move toward decisions and actions which best serve the recreational needs of the community as a whole.

The Board shall concern itself primarily with board questions of policy rather than with the administrative details. The Board should not be involved in the “day to day” operations of the District. The application of these policies is an administrative task to be performed by the Director and his staff who shall be held responsible for the effective administration and supervision of the entire Park District, including all facilities, services and programs. All such facilities, services and programs shall be operated within the financial guidelines determined by the Board.

In the discharge of duties, Board members act as a Board and not as individuals. The individual Board member has no more authority over park and recreation policies or personnel than any other Board member. He/she have no legal right to speak for the Board unless specifically authorized to do so by the action of the Board. It is improper, ill-advised and unethical for individual Board members to make public pronouncements and/or conjectures about the matters not yet decided by official Board action. Board members should respect the Board’s commitment to work through its chief executive officer, the Director, by requesting desired information about the facilities, services and programs directly from him/her. Board members should also seek the professional opinion of the Director when asked by a resident to address a particular issue or complaint. Board members who are approached by a District Staff member on a matter of operations or personnel, or who receive concerns or complaints from District Staff, should advise the staff member to contact their immediate supervisor first, the Human Resources Department second, and the Director third to resolve the matter. A Board member should not attempt to resolve the Staff member’s issue themselves. A Board member should advise Staff to follow the chain of command and to reference the District’s personnel policy manual for additional direction.

Board members will abide by the majority vote and support the actions of the Director, when those actions have received the support of the Board via official voting. However, it is not necessary that all Board votes be unanimous. Finally, having ratified the contents of the General Practices Manual, all members of the Board will act in accordance with the provisions of the document.

Financial Authority The Board shall annually, according to State Statutes, appropriate funds and levy taxes for the various operations of the District in order to provide for its needs. The Board shall annually approve a Budget and Appropriation Ordinance, an Audit and shall, if necessary, hold a “Truth in Taxation” hearing as part of its annual tax levy process and shall adhere to all other legal requirements as may be enacted by the State.

Planning & Gathering Resident Input The Board shall provide for the planning, improvement, financing, construction and maintenance of the property of the District. The Director shall lead the Districts Comprehensive Master and Strategic Planning Process and submit for Board Approval said plans on a recurring five year basis. The Planning process shall include the formal solicitation of Resident / Taxpayer input using a variety of data gathering tools annually and using statistically valid means at 5 years intervals.

Employment of Chief Executive The Board shall employ a properly educated and trained professional to serve as the chief administrator for the District, to fill the position of Executive Director, and to annually evaluate in written form his/her services. The Board shall review and update the Job Description of the Executive Director every 3 years.

Park District Attorney The Board shall retain the services of a qualified attorney either through an annual retainer or on an as-needed basis for purposes of assisting the Board in conducting its regular business according to the legal requirements of the Park District Code.

Appointment of Board Secretary and Treasurer It is the practice of the District for the Board to annually appoint the Executive Director as Board Secretary and the Finance Director as Board Treasurer.

Reimbursable Expenses Individual members of the Board shall be reimbursed for reasonable expense incurred in attending meetings, conferences or in making trips on official business for the Park District when so authorized by the Board. If Board members are elected or selected for Park and Recreation Association involvement, the district will pay associated expenses if the Association does not.

Employment Practices The Board shall approve and regularly review and amend personal policies as described in the District's Personal Policies Manual.

Policies, Ordinances and Resolutions The Board shall enact policies and approve ordinances and resolutions as necessary to see that the District is effectively, legally and safely administrated.

Outside Interests Each action taken by a Board member in the course of their duties will be motivated by the District's best interests and should, therefore, be free of outside influences and self-interest. Board members shall have no direct or indirect financial interest in any aspect of the District's operations. Board and Staff Members will see to it that the Board is aware of all membership or financial interest in companies or organizations doing business with the District.

Board Committees The Board of Commissioners shall maintain a Finance Subcommittee and a Buildings and Grounds Subcommittee. Subcommittee Chairmen shall be appointed by the President annually. The Board President shall create temporary task forces and appoint members on an as needed basis at his or her discretion. The subcommittees and temporary task forces will make recommendations for Board action when appropriate.

Board Liaisons The Board President may appoint a Board member to serve as a District Liaison to affiliated local groups and organizations at his or her discretion. The role of the liaison is to (when possible) attend the meetings of, and communicate the Board's interests to, the local affiliated group or organization and to keep the Board apprised of the activity of the local affiliated groups or organization. Examples of Organizations to which the President may appoint at liaison are: The Cosley Foundation, the DuPage Historical Museum Foundation, Athletic Leagues Boards of Control, Units of Local Government, Chamber of Commerce, Downtown Wheaton Association, and Service Clubs. Absent the appointment of the specific liaison, it shall be the Director's responsibility to keep the Board informed about the activities and interests of affiliated groups and organizations.

Intergovernmental Cooperative Agreements It shall be the practice of the Board to seek cooperative agreements with other units of government with the intent of providing community public services in the most efficient manner possible and for the general improvement of the quality of life for the Residents. Examples include but are not limited to:

Land Cash Donation Ordinance with the City of Wheaton

Park School Joint Agreements for Facility & Land Use with CUSD #200

Agreement with the City of Wheaton for Policing of Park Land and Enforcement of the Park Use Ordinance

Board Members Development Park District Board members shall have an equal opportunity to attend local, state and national educational conferences and meetings designed to familiarize members with park and recreation issues, governance and legislation, Appropriate educational materials, publications and notices of training or development will be made available to members through the Illinois Association of Park Districts, the National Recreation and Parks Association and other allied service organizations.

New Board Members Orientation The Director shall provide a newly elected Park Board member with a copy of the District's General Practices Manual, the Districts Master and Strategic Plan, the Districts operating budget and most recent financial statements, the Park District Code, the Park Commissioner's Handbook, Park District financial Procedures, and the minutes of the Park Board meetings for the last six (6) months. Additional materials explaining the powers and duties of the Park District Board and the operations of the Park District can also be provided by the Illinois Association of Park Districts. A New Commissioner Orientation Checklist is used to manage this process. Meeting between the Director and the new member should be arranged by the Director for the purpose of reviewing the material referenced above, answering questions and acquainting the new member with internal operations of the Park District. In addition to the Director and other staff providing specific and factual information, board members should orient the new member to Board beliefs and practices. They should review, as a board, what members, including the new member, should expect of each other.

New members will be encouraged to attend workshops conducted by the Illinois Association of Park Districts.

Meeting Attendance While it may not be possible for every Commissioner to attend every Board meeting; a recurrent pattern of missing meetings is not fair to the other Board members or to the taxpayers. Thus, the Board may deem it necessary to share their concern with any Commissioner if that Commissioner regularly fails or neglects to attend regular and special meetings of the Board.

Closed Session No Commissioner shall disclose the contents of any discussion, debate, strategy or direction occurring in a properly convened executive or closed session. Any Commissioner disclosing such shall be deemed to have acted in violation of Board rules. Any commissioner who violates Board rules by disclosing the contents of any discussion, debate or direction occurring in a properly convened executive session, may, either upon admission of same, or upon a majority vote of the Board, be subject to discipline, including, but not limited to, verbal reprimand, written reprimand or censure for a defined period of time. Infractions of this Board rule may also result in the Board referring the matter to proper legal authorities for prosecution of charges, including, but not limited to, misfeasance of malfeasance in office and/or official misconduct.

Vacancies A vacancy will occur whenever a member of the Board dies, resigns, becomes under legal disability, ceases to be a legal voter in the District, is convicted of any infamous crime or refuses or neglects to take his or her oath in office. Vacancies shall be filled by advertising directly and in local newspaper of general circulation for applications to fill the vacancy. Of those submitting written applications to the Board, the most qualified, in the Board opinion, will be invited for oral interview with the Board.

Vacancies shall be filled by appointment by a majority of the remaining members of the Board (70 ILCS 1205/2-25). Any person so appointed shall hold his or her office until the next regular election for this office, at which time a member shall be elected to fill the vacancy for the unexpired term, subject to the applicable Illinois Statute.

General Practices Review Review of these General Practices should be completed every other year by the Park Board and Director. Revision shall be by majority vote of the Board.

Board Services The Board of Commissioners performs a valuable and necessary service in providing a sound Park District. The members of the Board provide the service without monetary or other types of compensation.

Quality Employees The Board recognizes that the Park District competes with private as other public agencies for quality employees. Thus, it is imperative that the Board encourage the Director to maintain, within reasonable financial constraints, a policy of providing a suitable salary and benefits programs for the employees of the District. The Director shall recommend salary ranges for full time and part time employees of the District for Board Approval. Salary Ranges should be reviewed and updated every three years.

Meetings Regular Business Meetings, Subcommittee Meetings and Temporary Task Force Meetings are subject to the Open Meeting Act. The board will typically conduct subcommittee meetings on the first Wednesday of the each month in preparation for the regular monthly business meeting of the Board on the third Wednesday.

Regular Monthly Meeting The regular meeting of the Board will be held on the third Wednesday of the month at 7:00 p.m. at the City of Wheaton Council Chambers. Should it prove impractical for the Board to meet at this designated time and place, the Board shall determine some other date and/or place when such meeting shall be held and shall provide notice of that meeting consistent with the Illinois Open Meeting Act. The regular Board meeting should be for discussions on final action only. This makes the Board meetings more efficient and more productive. Concerns of the public that are brought to the Board's attention will be considered at the appropriate time at any given meeting.

Director's Attendance at Meetings of the Board The Director shall be present at all meetings of the Board except when the Director is excused by the presiding officer.

Roberts Rules of Order Robert's Rules of Order will govern in all questions of procedure not otherwise provided herein of meetings of the Board and committees.

Special Meetings Special meetings may be called by the President or any two members of the Board. Notice of such meetings stating the time and place of the meeting and the purpose for which said meeting is called, shall be provided to Board members and the press through the Secretary, or shall be delivered to each member and press at least 48 hours prior to such meeting per the Open Meetings Act.

Fiscal Year and Annual Meeting The fiscal year of the District will commence on the first day of January and end the last day of December each year. The Annual Meeting of the Board will be held the third Wednesday in May and shall include election of the office of President and Vice-President and the appointment of the Secretary, Treasurer and Subcommittee Chairmen of the Board.

Public Input Requests by the public for additions to the agenda of a regular Board meeting shall be made in writing to the Director not later than 5:00 p.m. the Thursday prior to the scheduled meeting. Such items will be considered under the portion of the agenda defined as "New Business". All other public input at regular Board meetings shall be handled under the portion of the agenda defined as "Community Input".

President The President shall be the executive officer of the Board it shall be his/her duty to preside at all meeting when present. The President shall call special meeting of the Board on his own motion or upon the request of two or more Commissioners. The president shall cause, through the Executive Director, a notice to be given to all Commissioners of any regular or special meetings of the Board. Subcommittee Chairmen shall be appointed by the President annually. The Board President shall create temporary task forces and appoint members on an as needed basis at his or her discretion. The subcommittees and temporary task forces will make recommendations for Board action when appropriate.

All committees shall keep minutes, and no committee recommendations shall be implemented without approval by the Board. Other committees may be appointed at the discretion of the President. All committees of the Board shall be subjected to the Illinois Open Meetings Act. (5 ILCS 120/1 *et seq.*)

It shall be the duty of the President to see that all policies of the Board are enforced and all orders of the Board faithfully executed. The President's vote shall be called for on all matters before the Board with the other Commissioners. The President shall also appoint the Director to serve on the Board of Directors for the Western DuPage Special Recreation Association.

The President is a member of the Board and shall have the right to vote upon all questions coming before the Board. It shall be the duty of the President to sign all Ordinances and Resolutions and all such other documents and paper of the Park District which by law require a signature. The President shall be designated as the Board member authorized to act for, speak on behalf of, or make representations, on behalf of the Board. The President may delegate the authority to speak on behalf of the Board to the Executive Director.

Vice-President The Vice President shall be vested with the powers to perform the duties of the President in the President's absence or in the event of the President's refusal or inability to act. In the event that both the President and Vice President are absent from the meeting at which a quorum of Commissioners may be present, the Commissioners present shall designate a member or the Secretary to conduct the meeting.

Secretary The secretary shall perform those duties prescribed by statute and as directed by the Board. The Secretary may, in his or her discretion delegate those secretarial functions to District Staff, to the extent such delegation is not inconsistent with law.

Treasurer The Treasurer shall perform those duties prescribed by statute and as directed by the Board. The Treasurer may, in his or her discretion delegate those functions to District Staff, to the extent such delegation is not inconsistent with law.

Commissioners As the corporate authority of the District, the Board governs the District. The Board has the power to control and regulate the District and to make and enforce all necessary ordinances, and rules and regulations for the proper management and conduct of the business of the Board for carrying into effect the objects for which the District was formed, and to adopt rules and procedures to regulate Board action and conduct pertaining to the District. Such powers are subject to the provisions of the statutes of the State of Illinois and ordinance of the District.

Commissioners Powers and Duties Pursuant to 70 ILCS 1205/ 2-10, the Board consists of seven (7) persons who shall be elected to four (4) year terms, and until his or her successor has been duly appointed and qualified. The Board shall perform such duties and have such powers as may be delegated to it by statute. The Board may act only in a properly convened meeting, and no Commissioner shall have the authority to act for or make representations on behalf of the Board or under the title of his or her Board position unless specifically authorized by statute, policy,

and procedure or by the direction of the Board. The Board must ratify any act delegated to a Commissioner by the Board.

Commissioner Ethics The Wheaton Park District Ethics Ordinance is provided as an addendum to this document.

Board and Executive Director Relations The Board shall assign and delegate the administration and operation of the District to its Executive Director, who shall also serve as Chief Administrator of the District. The written policies of the Board shall guide the Executive Director in the administration of the District. The relationship of the Board and Executive Director shall be conducted on a level of mutual confidence and respect with each recognizing the role and responsibilities of the other. The Board may delegate those powers and duties it possesses by law to the Executive Director to act on its behalf, unless such conduct is specifically authorized by statute to be performed or conducted by the Board.

Written Communication Written communication to the Board from the Public may be submitted to the Executive Director/ Secretary, or the President, at any time. Such communications shall be brought to the attention of the Commissioners of the Board at their next meeting and will be acknowledged in the minutes as having been received. A copy of all written communications made on behalf of the Board shall be provided to each Commissioner.

Minutes The board may appoint a Recording Secretary to assist the Secretary with the taking, preparation and keeping of the minutes. The Recording Secretary shall be under the direction and control of the Secretary and, at the Secretary's discretion may keep, or cause to be kept, a true and correct copy of all transactions of the Board in regular and special meetings, open or closed, and committee meetings. The minutes shall include the date, time and place of the meeting; the members of the Board as either present or absent; a summary of discussion on all matters proposed, deliberated, or decided; and a record of any votes taken, including the Commissioner making the motion, the second and the results of the voting.

The minutes of the proceedings of the Board at a regular or special meeting shall be prepared in draft form and copies shall be mailed or delivered to all Commissioners along with the notice of the next regular business meeting. The minutes of the preceding meeting, with any changes made by a motion properly made and carried or as directed by the President without objection shall be approved by the Board and signed by the Secretary at the next business meeting. The official minutes of the Board shall be kept in the District's Administrative Offices and shall be made available to citizens for inspection during regular business hours within (7) days of approval.

The board Shall keep a verbatim recording of all closed sessions for at least eighteen (18) months, in addition to written closed session minutes. The Board shall periodically, but no less than semi-annually, meet to review minutes of all closed sessions. At such meetings a determination shall be made, and reported in open session that the need for confidentiality still exists as to all or part of those minutes or that the minutes or portion thereof no longer require confidential treatment and are available for public inspection. (5ILCS 120/2.06; 5 ILCS 140/3)

Rules of Order

- A. **Rule 1. Preparation of the Agenda** The Director, with the concurrence of the presiding officer, is responsible for the preparation of the agenda for all Board meetings including workshops and committee meetings. To the extent possible, a Board packet for the regular Board meeting including the meeting agenda, the monthly bills to be approved and paid, an up-to-date statement of all the income and expenditure listed by fund, as well as a Treasurer's Report showing the financial condition of the District, and all monthly staff reports will be provided to all Commissioners no less than five days prior to meeting. The Agenda will be as Follows:

Call to Order
Presentations
Community Input
Consent Agenda
Unfinished Business
New Business
Staff Reports
Board Member Input/ Discussion
Closed Session (if needed)
Adjournment

- B. **Rule 2. Presiding Officer** The President shall preserve order and decorum, may speak to points of order subject to an appeal by any two (2) members. The President may speak upon any question and otherwise fully participate in the deliberations of the Board without having to vacate the chair, unless required to do so by a conflict of interests. The President shall be able to vote on matters the same as the other Commissioner.
- C. **Rule 3. Quorum** A majority of the duly elected, or appointed, Commissioners will constitute a quorum. However, if no quorum is present for a Regular Monthly Board Meeting, the Commissioners attending must adjourn the meeting.
- D. **Rule 4. Voting** They ayes and nays shall be taken on ordinances, resolutions, and other matters as required by law. All ayes and nays taken shall be recorded in the meeting's minutes. A concurrence of a majority of all commissioners present at a meeting shall be necessary to the passage of ant such propositions unless otherwise provided by the law. The roll shall be called in rotating order (with the Board President voting last); such that the voting order is different for successive roll calls. The Secretary shall also record initiation and seconding of the motions and maintain these records. These records, except for the minutes and roll call of legally executed Executive Sessions shall be available for public inspection.

- E. **Rule 5. Questions before the Board** Every question before the Board shall be distinctly stated by the President before it is open for debate. A motion shall be reduced to writing before a vote if so requested by any Commissioner. Commissioners discussing a question shall address the President and no Commissioner shall be deemed to have the floor until recognized by the President. If any question under consideration contains several distinct propositions, the Board may, by a majority of the Commissioners present, divide such questions.
- F. **Rule 6. Ordinance and Resolutions** If required by law, an ordinance or resolution, as well as amendments thereto, shall be reduced to writing before action shall be taken on them. The title of all such ordinances and resolutions shall be read aloud before a vote is taken, except when the Commissioner presents request that it be read in its entirety.
- G. **Rule 7. Addressing 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.

A portion of every regular Board meeting shall be provided for public comment. The person wishing to speak shall sign in advance or raise his or her hand in signal to the President. The speaker must be designated and authorized to speak by the President. Each speaker must state his or her name and address and shall limit his or her public participation to a period of five (5) minutes or less so that all persons shall have an adequate opportunity to make their statement to the Board.

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.

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 actions 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.

- H. **Rule 9. Robert's Rules of Order** The most current edition of Robert's Rules of Order shall govern, as appropriate, matters not covered by law and these rules.

- I. **Rule 10. Repeal and Amendment** These Rules of Order and General Practices may be amended or repealed by majority vote of the Commissioners present. A vote on a motion to amend or repeal shall be taken at the next regular meeting following the meeting at which the motion is made.

Initial Adoption November 3, 2010

Reviewed and Amended October 18, 2017

Ayes _____

Nays _____

ORDINANCE NO. 2009-2

**WHEATON PARK DISTRICT
ETHICS ORDINANCE**

BE IT ORDAINED by the Board of Park Commissioners of the Wheaton Park District, DuPage County, as follows:

Section 1 Definitions

1. The term "business" shall include the actual business entity to which a Wheaton Park District contract is to be awarded as well as any of the business's principals, their immediate families and any other legal entities in which those principals have a controlling interest or otherwise have control over the disbursement of funds.
2. The term "Committee" means an Ethics Committee created by the Board of Park Commissioners of the Wheaton Park District pursuant to this Ordinance.
3. The term "compensated time" means any time worked by or credited to an employee that counts toward any minimum work time requirement imposed as a condition of employment with the Wheaton Park District, but does not include any designated Wheaton Park District holidays or any period when the employee is on a leave of absence.
4. The term "compensatory time off" means authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of employment with the Wheaton Park District.
5. The term "contribution" has the same meaning as that term is defined in Section 9-1.4 of the Election Code.
6. The term "employee" means all full-time, part-time and contractual employees of the Wheaton Park District or any appointee.
7. The term "gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance or other tangible or intangible item having monetary value, including, but not limited to, cash, food and drink and honoraria for speaking engagements related to or attributable to government employment or the official position of an employee or officer.
8. The term "leave of absence" means any period during which an employee does not receive (i) compensation for Wheaton Park District employment, (ii) service credit towards Wheaton Park District pension benefits, and (iii) health insurance benefits paid for by the Wheaton Park District.
9. The term "market value" means the price that the gift would bring for assets of like type, quality and quantity in the local market at the time of acquisition.

10. The term "nominal value" means a gift to any one employee worth less than One Hundred Dollars (\$100.00) as an annual aggregate from a particular donor.
11. The term "officer" means all officials, whether elected or appointed, including but not limited to the Board of Park Commissioners, the Executive Director, the Secretary and the Treasurer.
12. The term "political" means any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative or administrative action (as those terms are defined in Section 2 of the Lobbyist Registration Act), (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official Wheaton Park District duties.
13. The term "political organization" means a party, committee, association, fund or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or a county Executive Director under Section 9-3 of the Election Code, but only with regard to those activities that require filing with the State Board of Elections or a county Executive Director.
14. The term "prohibited political activity" means:
 - a. preparing for, organizing or participating in any political meeting, political rally, political demonstration or other political event;
 - b. soliciting contributions, including but not limited to, the purchase of, selling, distributing or receiving payment for tickets for any political fundraiser, political meeting or other political event;
 - c. soliciting, planning the solicitation of, or preparing any document or report regarding any thing of value intended as a campaign contribution;
 - d. planning, conducting or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question;
 - e. surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question;
 - f. assisting at the polls on election day on behalf of any political organization or candidate for elective office or for or against any referendum question;
 - g. soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls;

- h. initiating for circulation, preparing, circulating, reviewing or filing any petition on behalf of a candidate for elective office or for or against any referendum question;
 - i. making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office;
 - j. preparing or reviewing responses to candidate questionnaires in connection with a campaign for elective office or on behalf of a political organization for political purposes;
 - k. distributing, preparing for distribution or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question;
 - l. campaigning for any elective office or for or against any referendum question;
 - m. managing or working on a campaign for elective office or for or against any referendum question;
 - n. serving as a delegate, alternate, or proxy to a political party convention; and
 - o. participating in any recount or challenge to the outcome of any election.
15. The term "prohibited source" includes any person or entity who:
- a. is seeking official action from (i) the officer or (ii) in the case of an employee, by the employee or by the officer or other employee directing the employee;
 - b. does business or seeks to do business (i) with the officer or (ii) in the case of an employee, with the employee or with the officer or other employee directing the employee;
 - c. conducts activities regulated by (i) the officer or (ii) in the case of an employee, by the employee or by the officer or other employee directing the employee;
 - d. has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee; or
 - e. is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, 25 ILCS 170/1 *et seq.*, except that an entity not otherwise a prohibited source does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors.
16. The term "retaliatory action" means the reprimand, discharge, suspension, demotion, or denial of promotion or transfer of any employee in the terms and conditions of

employment, and that is taken in retaliation for an employee's involvement in protected activity.

17. The term "Board of Park Commissioners" means the Board of Park Commissioners of the Wheaton Park District.
18. The term "ultimate jurisdictional authority" means the following: for all employees, the Executive Director.

Section 2 Prohibited Political Activities

1. Officers and employees shall not intentionally perform any prohibited political activity during any compensated time (other than vacation, personal or compensatory time off). Officers and employees shall not intentionally misappropriate any Wheaton Park District property or resources by engaging in any prohibited political activity for the benefit of any campaign for elective office of any political organization.
2. At no time shall any officer or employee intentionally misappropriate the services of any employee by requiring that employee to perform any political activity (i) as part of that employee's Wheaton Park District duties, (ii) as a condition of employment, or (iii) during any time off that is compensated by the Wheaton Park District (such as vacation, personal or compensatory time off).
3. An employee shall not be required at any time to participate in any prohibited political activity in consideration for that employee being awarded any additional compensation or employee benefit, in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise.
4. An employee shall not be awarded any additional compensation or employee benefit, in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, in consideration for the employee's participation in any prohibited political activity.
5. Nothing in this Section prohibits activities that are otherwise appropriate for an employee to engage in as part of his or her official employment duties or activities that are undertaken by an employee on a voluntary basis as permitted by law.
6. No person either (i) in a position that is subject to recognized merit principles of public employment or (ii) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, of a political party, or of a political organization or club.

Section 3 Prohibited Offer or Promise

An officer or employee may not promise anything of value related to the Wheaton Park District, including but not limited to positions with the Wheaton Park District, promotions or salary increases, in consideration for a contribution to a political committee, political party or other entity that has as one of its purposes the financial support of a candidate for elective office.

Nothing in this Section prevents the making or accepting of voluntary contributions otherwise in accordance with law.

Section 4 Contributions on Wheaton Park District Property

No Park Commissioner, employee or candidate for the office of Park Commissioner, or any person required to be registered under the Lobbyist Registration Act, or any officer, employee or agent of any political organization shall intentionally solicit or accept any political campaign contribution on Wheaton Park District property, except as provided in this Section. For purposes of this Section, "Wheaton Park District property" means any building or portion thereof owned or operated exclusively by the Wheaton Park District. "Wheaton Park District property" does not, however, include any portion of a building that is rented or leased from the Wheaton Park District by a private person or entity.

An inadvertent solicitation or acceptance of a contribution is not a violation of this Section so long as reasonable and timely action is taken to return the contribution to its source.

The provisions of this Section do not apply to the residences of Park Commissioners or employees of the Wheaton Park District, except that no fundraising events shall be held at residences owned by the Wheaton Park District or paid for, in whole or in part, with Wheaton Park District funds. The provisions of this Section also do not apply to solicitations by any person required to be registered under the Lobbyist Registration Act, or any officer, employee or agent of any political organization at the DuPage County Historical Museum, the Arrowhead Golf Club or the Leisure Center, provided that such individual or organization is using the facility pursuant to a permit or license issued by the Park District and has paid the required fee for such use.

Regulation

Section 5 Gift Ban

Except as otherwise provided in this Ordinance, no officer or employee shall intentionally solicit or accept any gift from any prohibited source or in violation of any federal or state statute, rule, regulation or Wheaton Park District Ordinance. This ban applies to and includes spouses and immediate family living with the officer or employee. No prohibited source shall intentionally offer or make a gift that violates this Section.

Section 6 Exceptions

The restrictions in Section 5 of this Ordinance and in Section 10-10 of the State Officials and Employees Ethics Act, shall not apply to the following:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the officer or employee pays the market value.
3. Any (i) contribution as defined in Article 9 of the Election Code, 10 ILCS 5/9-1 *et seq.*, that is lawfully made under that Act or under this Ordinance or (ii) activities associated with a fundraising event in support of a political organization or candidate.
4. Travel expenses for a meeting to discuss Wheaton Park District business.
5. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great uncle, great aunt, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather or grandmother of the individual's spouse and the individual's fiancé or fiancée.
6. Anything provided by an individual on the basis of a personal friendship, unless the officer or employee has reason to believe that, under the circumstances, the gift was provided due to the official position or employment of the recipient rather than due to the personal friendship.

In determining whether a gift has been provided on the basis of a personal friendship, the officer or employee shall consider the circumstances under which the gift was offered, such as:

- a. the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals;
 - b. whether to the actual knowledge of the officer or employee the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and
 - c. whether to the actual knowledge of the officer or employee the individual who gave the gift also at the same time gave the same or similar gift to other officers or employees.
7. Intra-governmental and inter-governmental gifts. For the purpose of this Ordinance, "intra-governmental gift" means any gift given to an officer or employee of the Wheaton Park District from another officer or employee of the Wheaton Park District; and "inter-governmental gift" means any gift given to an officer or employee of the Wheaton Park District from any member, officer, or employee of any other governmental entity.
 8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they

were purchased or prepared or (ii) catered. For the purpose of this Section, "catered" means food or refreshments that are purchased ready to eat and delivered by any means.

9. Food, lodging, refreshments, transportation and other benefits resulting from the outside business or employment activities (or outside activities not connected to the duties of the officer or employee as an officeholder or employee) of the officer or employee, or the spouse of the officer or employee, if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee and are customarily provided to others in similar circumstances.
10. Educational materials and missions, including meetings with government officials, either foreign or domestic, intended to educate public officials on matters of public policy to which the officer or employee may be invited to participate alone or with other federal, state or local public officials and community leaders.
11. Bequests, inheritances and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the exceptions listed in this Section is mutually exclusive and independent of one another.

Section 7 Disposition of Gifts

The recipient of a gift that is given in violation of this Ordinance does not violate this Ordinance if the officer or employee promptly takes reasonable action to return the item to its source or give the item or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501(c)(3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered, or succeeded.

Section 8 Protected Activity

An officer or employee shall not take any retaliatory action against an employee because the employee does any of the following:

1. discloses or threatens to disclose to a Board of Park Commissioners or to a public body an activity, policy or practice of any officer or other employee that the employee reasonably believes is in violation of a law, rule, regulation or ordinance;
2. provides information to or testifies before any public body conducting an investigation, hearing or inquiry into any violation of a law, rule, regulation or ordinance by any officer or other employee; and
3. assists or participates in a proceeding to enforce the provisions of this Ordinance.

Section 9 Posting

The Wheaton Park District and its officers shall conspicuously display notices of employee protection under this Ordinance.

Section 10 Ethics Committee

1. When a complaint is received, the President shall create a special Ethics Committee to conduct proceedings relating solely to that complaint.
2. In the event that the complaint is directed at the President, the Vice President of the Wheaton Park District Board of Park Commissioners shall create a special Ethics Committee to conduct proceedings relating solely to that complaint.
3. The Committee shall be composed of three (3) members of the Board of Park Commissioners.
4. The Committee shall meet as often as necessary to perform its duties.
5. Upon a final resolution of the complaint, the Committee shall be disbanded.

Section 11 Staff

The Committee shall utilize existing staff, as necessary, and may contract for services that cannot be satisfactorily performed by the staff.

Section 12 Powers and Duties

The Committee shall have the following powers and duties:

1. To promulgate procedures and rules governing the performance of its duties and the exercise of its powers.
2. To investigate, conduct research, conduct closed hearings and deliberations, issue recommendations and impose a penalty or fine.
3. To receive information from the public pertaining to its investigations and to require additional information and documents from persons who may have violated this Ordinance.
4. To subpoena witnesses and compel the production of books and papers pertinent to an investigation authorized by this Ordinance.
5. To request that the Attorney General provide legal advice without charge.

The powers and duties of the Committee are limited to matters clearly within the purview of this Ordinance.

Section 13 Complaint Procedure

1. Complaints alleging a violation of this Ordinance shall be filed with the Executive Director of the Wheaton Park District. In the event the complaint is directed at the Executive Director, then the complaint shall be filed with the Board of Park

Commissioners. Such complaints shall be written and shall contain the complainant's address.

2. Upon receipt of a written complaint by the Executive Director, the Executive Director shall forward same to the Board of Park Commissioners, who shall then appoint an Ethics Committee within a reasonable time period. In the event the complaint is directed at the Board of Park Commissioners, the Executive Director shall then appoint an Ethics Committee within a reasonable time period.
3. Within seven (7) business days after the creation of the Ethics Committee, the Committee shall send by certified mail, return receipt requested, a notice to the respondent that a complaint has been filed against him or her and a copy of the complaint. The Committee shall send by certified mail, return receipt requested, a confirmation of the receipt of the complaint to the complainant within seven (7) business days after the creation of the Committee. The notices to the respondent and the complainant shall also advise them of the date, time and place of the meeting on the sufficiency of the complaint and probable cause.
4. Upon at least twenty-four (24) hours' public notice of the session, the Committee shall meet in closed session to review the sufficiency of the complaint and, if the complaint is deemed to sufficiently allege a violation of this Ordinance, to determine if there is probable cause to proceed based on evidence presented by the complainant. The Committee shall issue notice to the complainant and the respondent of the Committee's ruling on the sufficiency of the complaint and, if necessary, on probable cause within fourteen (14) business days after the closed session meeting. If the complaint is deemed to sufficiently allege a violation of this Ordinance and there is a determination of probable cause, then the Committee's notice to the parties shall include a hearing date scheduled within four (4) weeks after the closed session meeting. If the complaint is deemed not to sufficiently allege a violation, or if there is no determination of probable cause, then the Committee shall send by certified mail, return receipt requested, a notice to the parties of the decision to dismiss the complaint and that notice shall be made public.
5. On the scheduled date and upon at least twenty-four (24) hours' public notice of the meeting, the Committee shall conduct a closed meeting on the complaint and allow both parties the opportunity to present testimony and evidence.
6. Within eight (8) weeks after the creation of the Committee, the Committee shall (i) dismiss the complaint or (ii) issue a preliminary recommendation to the alleged violator and to the violator's ultimate jurisdictional authority or impose a fine upon the violator, or both. The particular findings in the instant case, the preliminary recommendation and any fine shall be made public.
7. Within seven (7) business days after the issuance of the preliminary recommendation or imposition of a fine, or both, the respondent may file a written demand for a public hearing on the complaint. The filing of the demand shall stay the enforcement of the preliminary recommendation or fine. Within two (2) weeks after receiving the demand, the Committee shall conduct a public hearing on the complaint after at least twenty-four

(24) hours' public notice of the hearing and allow both parties the opportunity to present testimony and evidence. Within five (5) business days, the Committee shall publicly issue a final recommendation to the alleged violator and to the violator's ultimate jurisdictional authority or impose a fine upon the violator, or both.

8. If a complaint is filed during the sixty (60) days preceding the date of any election at which the respondent is a candidate, the Committee shall render its decision as required under subsection (5) within fourteen (14) days after the Committee is created, and during the fourteen (14) days preceding that election, the Committee shall render such decision before the date of that election, if possible.
9. The Committee may levy a fine of up to \$5,000 against any person who knowingly files a frivolous complaint alleging a violation of this Ordinance.
10. A complaint alleging the violation of this Ordinance must be filed within one (1) year after the alleged violation.

Section 14 Enforcement

1. The Committee may recommend to a person's ultimate jurisdictional authority disciplinary action against the person it determines to be in violation of this Ordinance. The recommendation may prescribe the following courses of action:
 - a. reprimand;
 - b. to cease and desist the offensive action;
 - c. a return or refund of money or other items, or an amount of restitution for services received in violation of this Ordinance;
 - d. dismissal, removal from office, impeachment or expulsion; and
 - e. donation to a charity of an amount equal to the gift.
2. The Committee may impose a fine of up to \$5,000 per violation to be deposited into the General Revenue Fund.
3. The ultimate jurisdictional authority of a person who violates an ethics provision may take disciplinary action against the person as recommended by the Committee or as it deems appropriate, to the extent it is constitutionally permissible for the ultimate jurisdictional authority to take that action. The ultimate jurisdictional authority shall make its action, or determination to take no action, available to the public.
4. If after a hearing the Committee finds no violation of this Ordinance, the Committee shall dismiss the complaint.

Section 15 Penalty

1. An individual who intentionally violates Section 2 or 3 of this Ordinance is guilty of a Class A misdemeanor.
2. An individual who intentionally violates Section 4 or 5 of this Ordinance is guilty of a business offense and is subject to a fine of at least \$1,001 and up to \$5,000.

Section 16 Review

The Committee's decision to dismiss a complaint or its recommendation is not a final administrative decision, but its imposition of a fine is a final administrative decision subject to judicial review under the Administrative Review Law of the Code of Civil Procedure.

Section 17 Severance

1. It is hereby declared to be the intention of the Wheaton Park District that the several provisions of this Ordinance are severable.
2. If any court of competent jurisdiction shall adjudge any provisions, or part thereof, of the State Officials and Employees Ethics Act to be invalid, the corresponding provisions, or part thereof, of this Ordinance shall also be deemed null and void without any further action of the Board. Such judgment shall not affect any other provision or part thereof of this Ordinance declared invalid which are not declared to be invalid in said judgment.
3. If any court of competent jurisdiction shall adjudge any provision, or part thereof, of this Ordinance to be invalid, such judgment shall not affect any other provision, or part thereof, of this Ordinance declared invalid which are not declared to be invalid in said judgment.
4. If any court of competent jurisdiction shall adjudge invalid the application of any provision, or part thereof, of this Ordinance to a particular person, such judgment shall not affect the application of said provision, or part thereof, to any other person not specifically included in said judgment.

Section 18 Effective Date

This Ordinance shall be effective upon approval by the Wheaton Park District Board of Trustees.

Enacted this 15 day of July, 2009.

Wheaton Park District Board of Park Commissioners

ATTEST:


Secretary


President

Periodic Review of the New Commissioner Orientation Checklist for the Wheaton Park District

Approved by the Park Board of Commissioners October 18, 2017



Wheaton Park District

New Commissioner Orientation Outline Wheaton Park District

1. Letter - Welcome to the Park Board _____
2. Park District Local Government Directory _____
3. Mission Vision and Values of the Wheaton Park District _____
4. Organizational Chart _____
5. Roles & Obligations of the Board _____
6. Roles & Obligations of the Executive Director _____
7. Annual Meeting Schedule _____
8. Board Member General Practices Manual _____
9. Park District Legal Counsel _____
10. Sample Board Meeting Agenda and Packet _____
11. Review of Agency Website, Government Transparency Portal and
Opengov.com _____
12. Seeking Public Input _____
13. Park District Jurisdiction, Facilities and Properties _____
14. Park District Business Units & Annual Reports _____
15. Program & Facility Guides _____
16. Budget & Appropriation Ordinance _____
17. Fund Balance Reserve Policy _____
18. Personnel Policies _____
19. Tax Levy Ordinance _____
20. Park Use Ordinance _____
21. Open Meetings Act _____
22. Freedom of Information Act _____
23. Short & Long Term Comprehensive Strategic & Master Planning _____
24. Long Term Capital Expenses Program _____
25. Intergovernmental Agreements and Partnerships _____
26. Affiliated Foundations and Athletic Boards _____
27. Park and Facility Tour _____

Commissioner Signature _____ Date _____

Board Obligations

- ♦ Establish policies based on sound research and consideration of pros and cons of each issue.
- ♦ Adopt policies that allow the organization to run efficiently, effectively, legally and ethically.
- ♦ Hire, fire, supervise, evaluate and support the Executive Director.
- ♦ Request, receive, evaluate and make decisions based on effective and guidance from the Executive Director.
- ♦ Interpret the agency's mission, values and vision to the public.
- ♦ Set a strategic direction that adopts goals relating to the mission of the organization.
- ♦ Secure adequate funds to carry out the agency's goals.
- ♦ Monitor operational and capital finances.
- ♦ Act as a resource, as a sounding board and as the eyes and ears of the citizens of the community, making sure that the agency is meeting their needs.
- ♦ Develop, maintain and update long-range plans.
- ♦ Adopt a code of ethics.
- ♦ Support board decisions even when a decision conflicts with their personal views (recognizing the authority rests with the board, not with one board member).

Long Range Capital Expenses Schedule for the Wheaton Park District 2019-2032

Approved by the Park Board of Commissioners October 18, 2017



Wheaton Park District

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
10-101-000 Nonspecified Area											
2011 Toro 7210	62,000										
2007 Arctic Cat 4x4 and Plow #ATV1		10,000									
2011 TORO GROUNDMASTER4000-D - turf/snow	80,000										
#1193 Truck - Ford F250					32,000						
#R163 ATV - John Deere										10,600	
#1211 Tract - Toro Sand Pro			20,000								
#1414 Tract - Gator						13,000					
#1429 Equip - Vermeer Chipper	42,500										
#1430 Equip - Vermeer Stump Grinder		29,000									
#1154 Truck - F250 Reg. Cab 4x4								32,000			
#1153 Truck - F250 Crew Cab 4x4								30,000			
#1152 Truck - F250 Crew Cab 4x4								36,000			
#T2608 Trailer - Zoo Horse Trailer							22,000				
#1117 Truck - Express Cargo Van					28,000						
#1729 RTV - Kubota RTV	16,000										
#1312 Mower - Toro 4000 D			74,000								
#1010 Truck - Ford Explorer (Marketing)			33,000							40,000	
#1382 Mower - 4000D Toro - turf/snow						108,000					
#1301 Mower - TORO 7210						65,000					
#1108 Truck - F350 Utility Body - Projects truck/plow								50,000			
2008 #1383 Mower - 4000D Toro - turf/snow	89,000										
2008 #1381 Mower - 7210 Toro - turf/snow	72,000										
2009 #1220 - Bobcat Skid Steer-Diesel						45,000					
2009 #2791 Tract - Kubota, RTV 900	16,000										
2005 #1686 Equip - Power Boss floor sweeper - PSC							63,000				
1987 #1401 Equip - Hot Patcher - Park Blacktop Repair	23,000										
#1352 Mower - Toro 4010D				86,000							
2000 #1310 Mower - Toro Mower 325	41,350										
2008 #1218 - New Holland	48,000										
1999 #1204 Equip - Forklift	18,000										
2006 #1201 Tract - Kubota - Districtwide tractor	30,000										
#1305 Mower - Toro Z-Master Mower									18,600		
#1998 Equip - Walk roller							12,600				
#1999 Equip - Ride on roller							21,000				
# Golf 6 - Golf Cart				125,000							

2018 CIP Schedule
Future Capital Projects

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
2006 #T2607 Trailer - Vermeer Tree Spade								28,000			
#1318 Mower - Z Master Walk Behind Mower											18,000
2003 #A801 Equip - Aeravator - sportsfield maintenance					15,000						
2006 #T2601 Trailer - Skidsteer Trailer - transport		11,500									
2012 #1305 Mower - Toro Z-Master Mower		16,000									
2006 #1202 Tract - Kubota - Districtwide tractor and loader		30,000									
#ICE 1 Ice Equip - Olympia Ice Resurfacer		50,000									
2007 #2703 Equip - Foley Blade Grinder		22,000									
2008 #1385 Equip - Toro MP 5700 (Pesticide Sprayer)		62,000									
2012 #1318 Mower - Z Master Walk Behind Mower		15,000									
2006 #1141 Truck - 15 Passenger Van - Rec department		22,000									
2010 #1107 Truck - Ford Ranger - manager truck		21,000									
Toro Greenmaster 3320 Hybrid (3)								47,142			
2008 #1384 Equip - 328D Toro - snow			55,000								
2008 #1919 Equip - Sweep Star - leaf/goose cleanup			39,000								
#1744 Equip - Pressure Washer - PSC equipment maintenance					12,000						
#1116 Truck - Chevy Boom Truck										75,000	
2011 #1116 Truck - Chevy Boom Truck			62,000								
#1120 Truck - Dodge Dakota											25,000
2011 #1120 Truck - Dodge Dakota			21,000								
#1308 Mower - 4000D Toro			56,000								
#1209 Tract - Mini Loader			32,000								
#1104 Truck - Chevy Dump/ Plow				54,000							65,000
2012 #1207 Tract - New Holland 545D						84,000					
#1130 Truck - F450 Dump - Tree removal/chipping											67,000
2012 #1130 Truck - F450 Dump - Tree removal/chipping				53,000							
#1118 Truck - Pickup											25,000
2012 #1118 Truck - Pickup				21,000							
#1192 Truck - Ford F250											33,000
2012 #1192 Truck - Ford F250				27,000							
#1212 Tract - Kubota Ballfield											45,000
2012 #1212 Tract - Kubota Ballfield				37,000							
#1103 Truck - F450 Dump - dump/plow truck						56,000					
2004 #1112 Truck - F450 Dump (F350 1-Ton Dump)						43,000					
2004 #1408 Equip - Top dresser - sports fields					16,500						
2013 #1112 Truck - Dump - Crew cab/dump truck					40,000						

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
2009 #1709 Equip - Genie Personal Lift - PSC						12,000					
#1303 Mower -Toro 4000D							85,600				
#1102 Truck - F350 - service truck						40,000					
#2550 Equip - Mule 200 - zoo utility vehicle							10,000				
#1307 Mower - Toro 4000D - turf and snow							88,230				
#1101 Truck - F250 - plow truck/pickup						33,000					
#1206 Tract- Bobcat Skidsteer - projects								66,000			
#1128 Truck - Ford F650 - Hi Ranger									98,000		
#1114 Truck- dump/snow plow F450									60,000		
#1170 Truck- dump/snow plow F450									60,000		
#1177 Truck -F250 Crew Cab - Trim Crew									39,000		
#1181 Truck - Ford Ranger - manager truck									31,000		
#1182 Truck - Ford Ranger - manager truck									30,000		
#1127 Truck - F350 Utility Body - park/playground repair									50,000		
#1201 Tract - Kubota - Districtwide tractor											38,000
#1385 Equip - Toro MP 5700 (Pesticide Sprayer)											75,000
10-101-000 Nonspecified Area Total	537,850	288,500	392,000	403,000	143,500	499,000	302,430	239,142	436,600	125,600	391,000
20-101-000 Nonspecified Area											
#G102 Golf Cart		12,500									
2008 #2810 Equip - Sand Pro Smitco - baseball fields		17,000									
#1400 Equip - Turfco T3000 Applicator				12,000							14,400
#7 Golf Cart		12,500									
20-101-000 Nonspecified Area Total		42,000		12,000							14,400
20-224-220 Community Center											
Carpet-Memorial Room				31,366							
20-224-220 Community Center Total				31,366							
40-000-000 Nonspecified Area											
Annual Pond and Stream Maintenance			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
District Wide Asphalt Replacement	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Synthetic Turf - 1 Field						450,000					
District Wide Unforeseen Capital Expenses	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Facility Master Planning	25,000	25,000									
Alarm & Video Surveillance Project	500,000										

2018 CIP Schedule
Future Capital Projects

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
District Wide IT Infrastructure Cabling (Other)		25,000	25,000								
40-000-000 Nonspecified Area Total	875,000	400,000	475,000	450,000	450,000	900,000	450,000	450,000	450,000	450,000	450,000
40-800-805 Atten											
Atten Playground Surfacing	48,000										
Atten Field 18 Netting					50,000						
Atten Irrigation							210,000				
40-800-805 Atten Total	48,000				50,000		210,000				
40-800-806 Briarpatch											
Briar Patch Backstop Replacement		170,000									
Briar Patch Playground Surfacing				80,000							
Briar Patch Replace Tennis Courts/Fence		150,000									
40-800-806 Briarpatch Total		320,000		80,000							
40-800-811 Manchester											
PARK SERVICES CENTER ROOF							400,000				
Park Services Painting				55,000							
Park Services Waterheaters							10,000				
Park Services Furniture											40,000
40-800-811 Manchester Total				55,000			410,000				40,000
40-800-812 Central Park & Athletic Complex											
Gateway Gardens Phase III	100,000										
Central Tennis and Fence Replacement						150,000					
40-800-812 Central Park & Athletic Complex Total	100,000					150,000					
40-800-813 Cosley Zoo											
1997 Holding Cages (deer, raptor)	10,000										
1997 Exhibit Fence - deer					30,000						
2001 Gate - Staff Lot								11,500			
1993 Exhibit Enclosure (shotcrete) - raccoons		50,000									
2012 Aviary											40,000
2012 Butterfly Garden											23,000
1999 Walk-in Freezer		12,000									
2007 Pump House -used											20,000

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
COSLEY POND IRRIGATION EQUIP		10,666									
1995 #BBQ Trailer & Grill for Zoo		21,000									
2000 Roof Train Station - Cedar Shake			30,000								
40-800-813 Cosley Zoo Total	10,000	93,666	30,000		30,000			11,500			83,000
40-800-815 Graf Park											
GRAF PARKPLAYGROUND EQUIP					125,000						
Graf Synthetic Turf Carpet Replacement				390,000							
Graf Fence along Railroad				50,000							
Graf Backstops				140,000							
Graf Sports Lights Main Field								145,000			
Graf Bleachers/ Grandstand				70,000							
40-800-815 Graf Park Total					650,000	125,000		145,000			
40-800-816 Hawthorne Junction											
1999 Playground Replacement - Hawthorn Junction		100,000									
40-800-816 Hawthorne Junction Total		100,000									
40-800-817 Herrick											
CL Herrick Playground Surfacing				80,000							
40-800-817 Herrick Total				80,000							
40-800-818 Hoffman Park											
1999 Hoffman Playground Replacement		125,000									
Hoffman Backstop Replacement		40,000									
40-800-818 Hoffman Park Total		165,000									
40-800-819 Hurley Gardens											
Resurface Tennis Courts - Hurley				60,000							
Hurley Tennis Court/ Fence Replacement	65,000										
40-800-819 Hurley Gardens Total	65,000			60,000							
40-800-820 Kelly Park											
2000 Kelly PLAYGROUND EQUIP	175,000										
40-800-820 Kelly Park Total	175,000										

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
40-800-821 Briar Knoll											
Briar Knoll Playground Surfacing		70,000									
Briar Knoll Playground Replacement										225,000	
40-800-821 Briar Knoll Total		70,000								225,000	
40-800-822 Lincoln Marsh											
#2702 Equip - E Gator (Marsh)					13,200						
Lincoln Marsh Driveway	75,000										
Lincoln Marsh Boardwalk 3	45,000										
#2702 Equip - Land Pride - Lincoln Marsh			11,000								
Lincoln Marsh Offices									150,000		
Central Batting Cage Nets				50,000							
40-800-822 Lincoln Marsh Total	120,000		11,000	50,000	13,200				150,000		
40-800-825 Memorial Park											
1991 MEMORIAL PARKROOF	60,000										
Memorial Bandshell Roof		70,000									
Memorial Park Tennis Court & Fence Replacement			65,000								
Memorial Parking Lot Replacement			44,000								
Memorial Park Lighting									24,000		
Memorial Benches (x75)				60,000							
40-800-825 Memorial Park Total	60,000	70,000	109,000	60,000					24,000		
40-800-826 Northside Park											
Northside Playground Surfacing			100,000								
Northside Backstop & Fence Replacement	85,000										
Northside Basketball Color Coat					25,000						
Northside Tennis Color Coat					48,000						
Northside Dredge Settling Basin						100,000					
NS Pool - Boilers	30,000									45,000	
Northside Girl Scout Cabin Restoration			40,000								
Northside Boy Scout Cabin Restoration							40,000				
40-800-826 Northside Park Total	115,000		140,000		73,000	100,000		40,000		45,000	
40-800-828 Rathje											
Playground Replacement										120,000	

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
Rathje Playground Surfacing						85,000					
Rathje Roof Replacement		35,000									
Rathje Window Replacement						25,000					
40-800-828 Rathje Total		35,000				110,000				120,000	
40-800-829 Hull											
Hull Park Playground Surface Replacement									60,000		
40-800-829 Hull Total									60,000		
40-800-835 Seven Gables											
PICNIC SHELTER ROOF-SEVEN GABLESROOF		27,900									
2012 SEVEN GABLES PARK TENNIS COURTS											40,520
Seven Gables Pond Shoreline		400,000									
Seven Gables Colorcoat/Repair 3 Tennis Courts		80,000									
Seven Gables Playground Equipment									300,000		
Seven Gables Vita Course Replacement				30,000							
Seven Gables Basketball Court Replacement	25,000										
40-800-835 Seven Gables Total	25,000	507,900		30,000					300,000		40,520
40-800-836 Prairie Path Park											
Playground Replacement - Prairie Path Park			150,000								
40-800-836 Prairie Path Park Total			150,000								
40-800-837 Sunnyside											
Sunnyside Playground Replacement											140,000
40-800-837 Sunnyside Total											140,000
40-800-838 Triangle Park											
Triangle Basketball Court Replacement		33,000									
40-800-838 Triangle Park Total		33,000									
40-800-845 Scottsdale Park											
Scottsdale Backstop Replacement			90,000								
Scottsdale Playground Surface Replacement									72,000		
40-800-845 Scottsdale Park Total			90,000						72,000		

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
40-800-846 CC and Rice and Blanchard											
2011 Sound System Speakers										18,826	
2012 Generator Replacement											75,000
A/C Cooling Tower											50,000
RICE POOL FILTER BLDG PLUMBING EQUIP	35,000										
COMMUNITY CENTER PLAYGROUND EQUIP							125,000				
1988 HVAC Improvements - chill, boilers, air hand	300,000										
CC Interior Corridors	210,000										
CC Interior Finishes											
Community Center Parking Lot Light Replacement								100,000			
Rice Pool Water Slides Replacement		825,000									
Community Center Ceiling Tile Replacement	105,000										
Rice Pool Filter Bldg Structural Repairs	75,000										
Rice Pool Filter Bldg Roof	70,000										
Rice Pool Concessions Deck Replacement				50,000							
Community Center Irrigation							60,000				
Rice Pool Replace Bridge Over Slides							25,000				
Community Center Whirlpools					20,000						
40-800-846 CC and Rice and Blanchard Total	795,000	825,000		50,000	20,000		210,000	100,000		18,826	125,000
40-800-849 Toohey Park											
TOOHEY PARKPLAYGROUND EQUIP					100,000						
2003 TOOHEY PARK ROOF					75,000						
Toohey Flooring Replacement			60,000								
Toohey Bridge Replacement	40,000	65,000									
40-800-849 Toohey Park Total	40,000	65,000	60,000		175,000						
40-800-850 Hillside Tot Lot											
1999 HILLSIDE TOT LOT PLAYGROUND EQUIP				125,000							
Hillside Fence Replacement				30,000							
40-800-850 Hillside Tot Lot Total				155,000							
40-800-852 Clocktower											
Clocktower Concessions Roof Replacement						1,000					
CLOCKTOWER COMMONSFLOORING/CARPETING						25,000					
Clocktower Golf Carpet Replacement								30,000			

**2018 CIP Schedule
Future Capital Projects**

Project Descriptions	2019	2020	2021	2022	2023	2024	2025	2026	2028	2031	2032
40-800-852 Clocktower Total						26,000		30,000			
40-800-853 Lucent											
Play For All Playground Surfacing							80,000				
Danada Outdoor Fitness		50,000									
Danada Trail Improvements		30,000									
40-800-853 Lucent Total		80,000					80,000				
40-800-854 Historical Museum											
Museum Flooring Replacement 25%	-										
Museum Permanent Exhibit 25%		-									
40-800-854 Historical Museum Total	-	-									
Grand Total	2,965,850	3,095,066	1,457,000	1,436,366	1,684,700	1,910,000	1,662,430	870,642	1,637,600	984,426	1,283,920

Salary
Ranger

MEMORANDUM

To: Wheaton Park District Board of Commissioners

From: Mike Benard, Executive Director
Rita A. Trainor, Finance Director

Date: October 18, 2017

Re: 2017 Resolution Authorizing the Estimate of Annual Aggregate Levy

Attached is a package of information intended to provide you with a complete picture of how the Estimate of the Annual Aggregate Levy in Compliance with the Truth in Taxation Law was calculated. Included are:

- The resolution itself, including the Secretary's Certification.
- A graphic depiction of what the 2017 proposed levy means to various homeowners in Wheaton, one with a home with a value of \$300,000, one with a value of \$450,000 and one with a value of \$600,000.
- Tax Levy Rate History for the past 10 years. This also includes % increase (decrease) in rates each year over this 10 year period.
- Tax Levy Dollars History for the past 10 years. This also includes % increase (decrease) in dollars each year over this 10 year period.
- CPI history for the District for the 16 most current years. This illustrates the changes in the CPI which is the most significant factor to increase the limiting rate for a stable growth community like Wheaton.
- History of the EAV of the Wheaton Park District for the past ten years. The increases (decreases) in the EAV, year over year and the average changes in EAV over that same period of time have also been calculated as well as the composition of the components of the EAV.
- Ten years of new construction history. A note of interest is the most recent figure from 2016 is that it was the highest new construction figure in the 10 year period.
- A worksheet that spells out exactly how the limiting rate is calculated.
- Five worksheets that show the Proposed Tax Levies for the 2017, 2018, 2019, 2020 and 2021 levies. You are voting on only the 2017 levy but the future periods are provided for planning purposes.
- The next four worksheets show the calculations for determining the special purpose levies for the Liability, Audit, FICA and IMRF levies. These special purpose levies are evaluated first in calculating the levy as they represent specific obligations that have been imposed upon or assumed by the District. As such, they are a "higher" priority for the District in allocating the limited property tax dollars available.

CALCULATION OF LEVY: The District first calculates the Liability, Audit, FICA and IMRF levies.

In the proposed levy, the 2017 aggregate levy (to be received in 2018) will be increased (\$407K), a 4% increase. The aggregate tax levy includes those levies that are subject to the tax cap. The levies outside of the tax cap, our debt and SRA levies are displayed below the aggregate extension. Again this year in the debt levies, we have included an **estimate** of the annual debt issue which is typically issued in October or November of each year. That issue has been included here and in the budget in the amount of \$1,631,227, which is the estimate provided by Speer, our municipal advisors. That amount is included in this tax levy

analysis however, it has not yet been authorized by the Board nor issued.

		(A)		(B)	(C)		
TAX FUND		Statutory	Limited Figures	2017 Proposed Levy	Increase (Decrease)	% Increase/ Decrease	Extended Tax Rate
Fund #		Rate Limit (if applicable)	(DuPage)	(A)+(C)		(C)/(A)	(B)/EAV
10	General	0.3500	3,963,103	4,158,753	195,650	5%	0.1936
20	Recreation	0.3700	3,909,966	4,105,616	195,650	5%	0.1912
22	Cosley Zoo	0.0700	998,525	948,525	(50,000)	-5%	0.0442
24	Audit	0.0050	26,568	10,568	(16,000)	-60%	0.0005
23	Insurance Liability	None	495,941	606,441	110,500	22%	0.0282
26	Retirement-IMRF	None	763,838	745,538	(18,300)	-2%	0.0347
25	Retirement-Social Security	None	575,646	565,146	(10,500)	-2%	0.0263
Aggregate Extension			10,733,588	11,140,588	407,000	4%	0.5187
21	SRA	0.0400	825,831	825,831	0	0%	0.0385
30 & 60	Bond & Interest	None	3,626,571	3,590,050	(36,521)	-1%	0.1672
30	Bond & Interest-Limited	None	638,069	630,435	(7,634)	-1%	0.0294
30	Annual Bonds-Limited Estimated	None	1,649,017	1,631,227	(17,791)	-1%	0.0760
			17,473,077	17,818,131	345,054	2%	0.8297

Also, the county does not levy taxes for GO Bonds based upon our tax levy, but rather based upon the Board's bond ordinance. As the Board is aware, the Wheaton Park District adjusts the tax levies in each of the "small" funds [Liability, Audit, FICA and IMRF] to bring their fund balances in line with the board's fund balance policy. As you can see from the levy worksheet pages following, the IMRF levy is forecast to be in the upper \$700K to upper \$800K range and the FICA levy in the upper \$500K to lower \$600K range. The Liability levy is in the \$600Ks (for all but the 2016 levy when it is only \$500K) and the Audit levy is less than \$32K through fiscal 2022.

FUTURE TAX PICTURE: In the interest of making complete disclosure, it needs to be understood that the out year levies are guesses as to what is really going to happen to the tax levy. We adjust the levy each year based upon the CPI increase permitted by law, the change in our EAV and our actual experience in the prior year as well as our year to date experience, particularly in the Liability, Audit, IMRF and FICA funds. The limiting rate is what we are calculating. The taxes we receive are based on multiplying the limiting rate times the EAV divided by \$100. (The limiting rate is per \$100 of assessed value per statute so that's why we divide by \$100).

So what makes the limiting rate go up or down? Short answer, growth in the CPI, lots of new construction or no growth in EAV.

Limiting Rate Calculation:

- The **numerator** is the taxes we received last year times the CPI that the state notifies us of (2.1% for the 2017 levy, which is 200% higher than the 0.7% it was for the 2016 levy)
- The **denominator** is the EAV from the most recent final tax levy worksheet, increased by our best guess as to how much we believe the property values will increase overall, reduced by any new construction.
- Our ability to forecast the future tax levies is based upon how close our assumptions about what the changes in the CPI (measure of inflation), EAV (property values) and new construction are. In the levy presentation for the out years, we have taken a pretty aggressive stance on the CPI growth and used the 3.0% from the 2012 actual CPI. Historically as you can see from the CPI History worksheet our cumulative average CPI has been closer to 2.1 or 2.2%, depending on whether you include or exclude the aberrantly low 2009 CPI of 0.1%.

**WHEATON PARK DISTRICT
RESOLUTION 2017-XX**

**AUTHORIZING THE ESTIMATE OF THE ANNUAL AGGREGATE LEVY IN
COMPLIANCE WITH THE TRUTH IN TAXATION LAW**

RESOLVED, by the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Park District, plus any amount abated by the Park District before extension, upon the final 2016 real estate tax levy of the Park District (2017 tax bill) is \$12,123,795.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Park District for 2017 (2018 tax bill) is \$11,966,419.
3. Based on the foregoing, the estimated percentage decrease in the proposed 2017 aggregate levy from the amount of real estate taxes extended upon the final 2016 aggregate levy is **(1.30)%**, and that, accordingly, no public hearing or publication is required under the Truth in Taxation Law.

AYES:

NAYS:

ABSENT:

Passed this 18th day of October, 2017.

President, Board of Park Commissioners

Attested and Filed this ____ day of _____, 2017.

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
)
) SS
COUNTY OF DUPAGE)

I, Michael J. Benard, Secretary of the Board of Park Commissioners of the WHEATON PARK DISTRICT, County of DuPage, State of Illinois, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Wheaton Park District, County of DuPage and the State of Illinois.

I do further certify that as such official, I have care and custody of all official records of the Board of Park Commissioners of said WHEATON PARK DISTRICT, and I do further certify that the annexed and foregoing Ordinance is a true and correct copy of an Ordinance entitled, “**A RESOLUTION NO. 2017-XX Authorizing the Estimate of Annual Aggregate Levy in Compliance with the Truth in Taxation Law,**” adopted and passed by the Board of Commissioners of the Wheaton Park District on the 18th of October, 2017. The vote to adopt the aforesaid Resolution was as follows:

AYES: _____ NAYS: _____ ABSENT: _____

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the WHEATON PARK DISTRICT.

Michael J. Benard, Secretary,
Board of Commissioners
WHEATON PARK DISTRICT,
County of DuPage, State of Illinois

CERTIFICATE OF PRESIDING OFFICER

I, John Vires hereby certify that I am the duly elected and acting President of the Board of Park Commissioners of the Wheaton Park District, Wheaton, DuPage County, Illinois, and that as such President, I am the presiding officer of the corporate authority of said Park District.

I further certify that the attached copy of the ordinance levying and assessing taxes of the Wheaton Park District for 2017, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law ("Law").

The notice and hearing requirements of Sections 18-70 through 18-85 of the Law are inapplicable.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Wheaton Park District at Wheaton, Illinois this _____ day of _____, 2017.

President, Board of Park Commissioners

Wheaton Park District 2017 Proposed Property Tax Levy

A homeowner
whose



			For the Yr.	Monthly	Daily
House is worth	\$ 600,000	would pay Park District Taxes of:	\$1,659.35	\$138.28	\$4.53
House is worth	\$ 450,000	would pay Park District Taxes of:	\$1,244.51	\$103.71	\$3.40
House is worth	\$ 300,000	would pay Park District Taxes of:	\$829.68	\$69.14	\$2.27

Levy Rate History

Levy	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General	0.0941	0.0954	0.1301	0.1437	0.1520	0.1711	0.1834	0.1914	0.1900	0.1790
Bond and Interest	0.0799	0.0845	0.0930	0.1060	0.1235	0.1444	0.1641	0.1796	0.1742	0.1638
Bond and Interest Limited	0.0860	0.0818	0.0817	0.0868	0.0934	0.1027	0.1088	0.1116	0.1091	0.1033
IMRF	0.0361	0.0322	0.0200	0.0213	0.0591	0.0386	0.0417	0.0368	0.0343	0.0345
Audit	0.0031	0.0030	0.0034	0.0005	0.0002	0.0002	0.0001	0.0001	0.0002	0.0012
Liability	0.0197	0.0270	0.0161	0.0238	0.0230	0.0308	0.0261	0.0299	0.0281	0.0224
FICA	0.0275	0.0321	0.0177	0.0188	0.0045	0.0210	0.0250	0.0235	0.0228	0.0260
Recreation	0.1492	0.1413	0.1470	0.1530	0.1498	0.1687	0.1811	0.1890	0.1875	0.1766
Museum	0.0323	0.0307	0.0306	0.0291	0.0340	0.0367	0.0401	0.0423	0.0421	0.0451
SRA	0.0372	0.0354	0.0353	0.0365	0.0392	0.0400	0.0400	0.0400	0.0392	0.0373
Paving & Lighting	0.0009	0.0010								
Total Tax Rate	0.5660	0.5644	0.5749	0.6195	0.6787	0.7542	0.8104	0.8442	0.8275	0.7892

% Increase over Prior Year	2007-2006	2008-2007	2009-2008	2010-2009	2011-2010	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015
General	-5.7%	1.4%	36.4%	10.5%	5.8%	12.6%	7.2%	4.4%	-0.7%	-5.8%
Bond and Interest	-2.9%	5.8%	10.1%	14.0%	16.5%	16.9%	13.6%	9.4%	-3.0%	-6.0%
Bond and Interest Limited	-7.5%	-4.9%	-0.1%	6.2%	7.6%	10.0%	5.9%	2.6%	-2.2%	-5.3%
IMRF	20.3%	-10.8%	-37.9%	6.5%	177.5%	-34.7%	8.0%	-11.8%	-6.8%	0.6%
Audit	210.0%	-3.2%	13.3%	-85.3%	-60.0%	0.0%	-50.0%	0.0%	100.0%	500.0%
Liability	12.6%	37.1%	-40.4%	47.8%	-3.4%	33.9%	-15.3%	14.6%	-6.0%	-20.3%
FICA	19.6%	16.7%	-44.9%	6.2%	-76.1%	366.7%	19.0%	-6.0%	-3.0%	14.0%
Recreation	-13.5%	-5.3%	4.0%	4.1%	-2.1%	12.6%	7.4%	4.4%	-0.8%	-5.8%
Museum	-8.2%	-5.0%	-0.3%	-4.9%	16.8%	7.9%	9.3%	5.5%	-0.5%	7.1%
SRA	-6.8%	-4.8%	-0.3%	3.4%	7.4%	2.0%	0.0%	0.0%	-2.0%	-4.8%
Paving & Lighting	-10.0%	11.1%								
Total Tax Rate	-4.9%	-0.3%	1.9%	7.8%	9.6%	11.1%	7.5%	4.2%	-2.0%	-4.6%

Levy \$ History

Levy	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General	2,220,259	2,367,141	3,235,386	3,456,745	3,446,304	3,633,548	3,739,098	3,863,862	3,953,029	3,963,103
Bond and Interest	1,885,214	2,096,682	2,312,766	2,549,861	2,800,122	3,066,536	3,345,616	3,625,651	3,624,304	3,626,571
Bond and Interest Limited	2,029,142	2,029,687	2,031,753	2,087,999	2,117,663	2,180,978	2,218,178	2,252,910	2,269,871	2,287,087
IMRF	851,768	798,972	497,369	512,378	1,339,977	819,725	850,166	742,895	713,626	763,838
Audit	73,143	74,438	84,553	12,028	4,535	4,247	2,039	2,019	4,161	26,568
Liability	464,815	669,946	400,382	572,516	521,480	654,081	532,118	603,602	584,632	495,941
FICA	648,853	796,491	440,172	452,239	102,029	445,964	509,692	474,403	474,364	575,646
Recreation	3,520,325	3,506,049	3,655,662	3,680,459	3,396,423	3,582,581	3,692,207	3,815,412	3,901,016	3,909,966
Museum	762,108	761,753	760,975	700,009	770,884	779,376	817,545	853,925	875,908	998,525
SRA	877,722	878,373	877,856	878,018	888,784	849,456	815,507	807,495	815,572	825,831
Paving & Lighting	21,235	24,813								
Total Taxes	13,354,584	14,004,345	14,296,873	14,902,251	15,388,201	16,016,493	16,522,166	17,042,174	17,216,483	17,473,077

% Increase over Prior Year	2007-2006	2008-2007	2009-2008	2010-2009	2011-2010	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015
General	2.3%	6.6%	36.7%	6.8%	-0.3%	5.4%	2.9%	3.3%	2.3%	0.3%
Bond and Interest	5.3%	11.2%	10.3%	10.3%	9.8%	9.5%	9.1%	8.4%	0.0%	0.1%
Bond and Interest Limited	0.3%	0.0%	0.1%	2.8%	1.4%	3.0%	1.7%	1.6%	0.8%	0.8%
IMRF	30.5%	-6.2%	-37.7%	3.0%	161.5%	-38.8%	3.7%	-12.6%	-3.9%	7.0%
Audit	236.2%	1.8%	13.6%	-85.8%	-62.3%	-6.3%	-52.0%	-1.0%	106.1%	538.5%
Liability	22.1%	44.1%	-40.2%	43.0%	-8.9%	25.4%	-18.6%	13.4%	-3.1%	-15.2%
FICA	29.7%	22.8%	-44.7%	2.7%	-77.4%	337.1%	14.3%	-6.9%	0.0%	21.4%
Recreation	-6.2%	-0.4%	4.3%	0.7%	-7.7%	5.5%	3.1%	3.3%	2.2%	0.2%
Museum	-0.5%	0.0%	-0.1%	-8.0%	10.1%	1.1%	4.9%	4.4%	2.6%	14.0%
SRA	1.1%	0.1%	-0.1%	0.0%	1.2%	-4.4%	-4.0%	-1.0%	1.0%	1.3%
Paving & Lighting	-2.4%	16.8%								
Annual Increase in Taxes	3.1%	4.9%	2.1%	4.2%	3.3%	4.1%	3.2%	3.1%	1.0%	1.5%

Annual Increase in Taxes, excluding Bonds	3.3%	4.6%	0.8%	3.1%	2.0%	2.9%	1.8%	1.9%	1.4%	2.1%
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Annual change in bonds	2.6%	5.4%	5.3%	6.8%	6.0%	6.7%	6.0%	5.7%	0.3%	0.3%
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% of Total Levy										
Bonds	29%	29%	30%	31%	32%	33%	34%	34%	34%	34%
Pensions	11%	11%	7%	6%	9%	8%	8%	7%	7%	8%
SRA	7%	6%	6%	6%	6%	5%	5%	5%	5%	5%
Operations *	53%	53%	57%	57%	53%	54%	53%	54%	54%	54%

* Consists of the General, Recreation, Museum, Audit, Liability and Paving & Lighting (through 2008) levies.

CPI History

CPI Increase History for Tax Levy

Tax Levy Year	CPI %	Cumulative Average CPI %	Cumulative Average CPI % (without 2009)
2002	1.6%	1.6%	1.6%
2003	2.4%	2.0%	2.0%
2004	1.9%	2.0%	2.0%
2005	3.3%	2.3%	2.3%
2006	3.4%	2.5%	2.5%
2007	2.5%	2.5%	2.5%
2008	4.1%	2.7%	2.7%
2009	0.1%	2.4%	
2010	2.7%	2.4%	2.7%
2011	1.5%	2.4%	2.6%
2012	3.0%	2.4%	2.6%
2013	1.7%	2.4%	2.6%
2014	1.5%	2.3%	2.5%
2015	0.8%	2.2%	2.3%
2016	0.7%	2.1%	2.2%
2017	2.1%	2.1%	2.2%
Median CPI %		2.0%	
Median CPI %, w/o 2009		2.1%	

EAV History

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Residential	2,006,008,311	2,101,437,019	2,107,885,438	2,035,909,669	1,905,165,084	1,771,790,992	1,696,327,750	1,691,201,324	1,745,609,458	1,860,732,961
Farm	-	-	-	-	-	-	-	-	-	-
Commercial	347,733,674	373,666,890	367,379,441	358,257,987	350,483,172	340,758,736	331,633,892	316,746,797	323,858,307	341,792,379
Industrial	5,299,860	5,711,320	11,020,620	10,661,650	10,911,562	10,247,270	9,764,220	9,703,220	9,771,460	10,173,350
Railroad	425,310	464,833	559,680	699,494	745,517	843,026	1,040,877	1,085,225	1,302,575	1,325,281
TOTAL EAV	2,359,467,155	2,481,280,062	2,486,845,179	2,405,528,800	2,267,305,335	2,123,640,024	2,038,766,739	2,018,736,566	2,080,541,800	2,214,023,971

% Increase(Decrease) in EAV Year by Year

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Residential	8.3%	4.8%	0.3%	-3.4%	-6.4%	-7.0%	-4.3%	-0.3%	3.2%	6.6%
Farm										
Commercial	8.3%	7.5%	-1.7%	-2.5%	-2.2%	-2.8%	-2.7%	-4.5%	2.2%	5.5%
Industrial	239.7%	7.8%	93.0%	-3.3%	2.3%	-6.1%	-4.7%	-0.6%	0.7%	4.1%
Railroad	9.7%	9.3%	20.4%	25.0%	6.6%	13.1%	23.5%	4.3%	20.0%	1.7%
TOTAL EAV	8.45%	5.16%	0.22%	-3.27%	-5.75%	-6.34%	-4.00%	-0.98%	3.06%	6.42%

Average % Increase(Decrease) in EAV Year by Year

	1998-2007	1998-2008	1998-2009	1998-2010	1998-2011	1998-2012	1998-2013	1998-2014	1998-2015	1998-2016
Residential	7.2%	7.0%	6.4%	5.6%	4.6%	3.8%	3.3%	3.0%	3.1%	3.3%
Farm	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%
Commercial	6.3%	6.4%	5.7%	5.0%	4.4%	3.9%	3.5%	3.0%	2.9%	3.1%
Industrial	30.6%	28.3%	34.2%	31.1%	28.9%	26.4%	24.3%	22.7%	21.4%	20.5%
Railroad	5.5%	5.9%	7.2%	8.7%	8.5%	8.8%	9.8%	9.5%	10.1%	9.6%
TOTAL EAV	7.1%	6.9%	6.3%	5.5%	4.6%	3.8%	3.3%	3.1%	3.1%	3.2%

Composition of EAV

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Residential	85%	85%	85%	85%	84%	83%	83%	84%	84%	84%
Farm	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Commercial	15%	15%	15%	15%	15%	16%	16%	16%	16%	15%
Industrial	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Railroad	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL EAV	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

New Construction History

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
New Construction	24,146,230	23,046,830	18,012,950	17,031,400	12,486,695	10,410,039	10,863,500	11,855,450	13,061,276	31,601,316
% Increase(Decrease) Year by Year	-1.8%	-4.6%	-21.8%	-5.4%	-26.7%	-16.6%	4.4%	9.1%	10.2%	141.9%
Average % Increase(Decrease) Year by Year	11.8%	9.4%	5.5%	4.3%	1.2%	-0.4%	0.0%	0.7%	1.4%	10.7%
Minimum New Construction	13,152,540	13,152,540	13,152,540	13,152,540	12,486,695	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039
Maximum New Construction	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	31,601,316
10 Year Average New Construction				18,921,558	18,854,974	18,455,143	18,190,689	17,642,444	16,551,061	17,251,569

Limiting Rate

WORKSHEET TO CALCULATE LIMITING RATE FOR LEVY YEAR 2017 Includes TIF Changes

NUMERATOR CALCULATION:

IMPORTANT! Use figures from prior year unless taxes have been abated within the past 3 years; if so, use the year with the highest tax extension amongst the past 3 years.

DuPage County 10,733,588

2017 CPI for Levy Year (1) 2.10%

The CPI is established by the state and provided to the county mid-year.

NUMERATOR → 10,958,994

DENOMINATOR CALCULATION:

IMPORTANT! Use actual figures for the Levy Year; if not available, estimate by using prior year's figures and increase by estimated percentage.

Year			Estimated EAV	
			Increase Factor	
2017 TIF Valuation (DuPage) (2)	2,214,023,971	X	0.9700	2,147,603,252
2017 Less: DuPage new construction (1)	31,601,316	X	10.0%	34,761,448
	DENOMINATOR → 2,182,422,655			2,112,841,804
		Numerator	10,958,994	
		Denominator	2,112,841,804	=
				Limiting Rate
				0.5187%

(1) These figures came from the March letter from Gary King (DuPage Co.) providing final prior yr. calculations and information for subsequent year's tax levy. A quicker source is the IDOR website. It posts there in late January.

(2) These figures are per the "FINAL" Tax worksheet for year indicated.

LEVY

WHEATON PARK DISTRICT

TAX LEVY WORKSHEET

2017 Tax Levy (rec'd in subsequent year)

		(A) 2016 Limited Figures	(B) 2017 Proposed Levy	(C) Increase (Decrease)	% Increase/ Decrease	Extended Tax Rate	
TAX FUND	Statutory						
	Rate Limit (if applicable)	(DuPage)	(A)+(C)		(C)/(A)	(B)/EAV	
Fund #							
10	General	0.3500	3,963,103	4,158,753	195,650	5%	0.1936
20	Recreation	0.3700	3,909,966	4,105,616	195,650	5%	0.1912
22	Cosley Zoo	0.0700	998,525	948,525	(50,000)	-5%	0.0442
24	Audit	0.0050	26,568	10,568	(16,000)	-60%	0.0005
23	Insurance Liability	None	495,941	606,441	110,500	22%	0.0282
26	Retirement-IMRF	None	763,838	745,538	(18,300)	-2%	0.0347
25	Retirement-Social Security	None	575,646	565,146	(10,500)	-2%	0.0263
Aggregate Extension		10,733,588	11,140,588	407,000	4%	0.5187	
21	SRA	0.0400	825,831	825,831	0	0%	0.0385
30 & 60	Bond & Interest	None	3,626,571	3,590,050	(36,521)	-1%	0.1672
30	Bond & Interest-Limited	None	638,069	630,435	(7,634)	-1%	0.0294
30	Annual Bonds-Limited						
	Estimated	None	1,649,017	1,631,227	(17,791)	-1%	0.0760
			17,473,077	17,818,131	345,054	2%	0.8297

2017 LIMITING RATE		0.5187	
Numerator		Denominator	
Prior Year Levy	10,733,588	Prior Year EAV with an increase of	-3.0% 2,147,603,252
CPI % Increase (Decrease)	2.1%	Prior Year New Constr. w/ change of	10.0% (34,761,448)
Levy	10,958,994	Valuation	2,112,841,804

LEVY

WHEATON PARK DISTRICT

TAX LEVY WORKSHEET

2018 Tax Levy (rec'd in subsequent year)

		(A)	(B)	(C)		
		2017	2018	Increase (Decrease)	% Increase/ Decrease	Extended Tax Rate
TAX FUND		Extensions (DuPage)	Proposed Levy (A)+(C)		(C)/(A)	(B)/EAV
Fund #	Statutory Rate Limit (if applicable)					
10	General	0.3500 4,158,753	4,190,678	31,925	1%	0.1913
20	Recreation	0.3700 4,105,616	4,137,541	31,925	1%	0.1889
22	Cosley Zoo	0.0700 948,525	898,755	(49,770)	-5%	0.0410
24	Audit	0.0050 10,568	31,318	20,750	196%	0.0014
23	Insurance Liability	None 606,441	638,941	32,500	5%	0.0292
26	Retirement-IMRF	None 745,538	874,838	129,300	17%	0.0399
25	Retirement-Social Security	None 565,146	600,146	35,000	6%	0.0274
Aggregate Extension		11,140,588	11,372,218	231,630	2%	0.5191
21	SRA	0.0400 825,831	825,831	0	0%	0.0377
30 & 60	Bond & Interest	None 3,590,050	3,599,750	9,700	0%	0.1643
30	Bond & Interest-Limited	None 630,435	633,113	2,678	0%	0.0289
		16,186,904	16,430,912	244,008	2%	0.7501

2018 LIMITING RATE		0.5191	
Numerator		Denominator	
Prior Year Levy	10,958,994	Prior Year EAV with an increase of	2.0% 2,190,555,317
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (16,245,791)
Levy	11,287,763	Valuation	2,174,309,526

LEVY

WHEATON PARK DISTRICT
TAX LEVY WORKSHEET
2019 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2018 Extensions (DuPage)	(B) 2019 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
			2018	2019			
10	General	0.3500	4,190,678	4,338,678	148,000	4%	0.1942
20	Recreation	0.3700	4,137,541	4,285,541	148,000	4%	0.1918
22	Cosley Zoo	0.0700	898,755	931,755	33,000	4%	0.0417
24	Audit	0.0050	31,318	31,018	(300)	-1%	0.0014
23	Insurance Liability	None	638,941	657,441	18,500	3%	0.0294
26	Retirement-IMRF	None	874,838	857,638	(17,200)	-2%	0.0384
25	Retirement-Social Security	None	600,146	611,546	11,400	2%	0.0274
	Aggregate Extension		11,372,218	11,713,618	341,400	3%	0.5242
21	SRA	0.0400	825,831	825,831	0	0%	0.0370
30 & 60	Bond & Interest	None	3,599,750	3,598,300	(1,450)	0%	0.1610
30	Bond & Interest-Limited	None	633,113	629,100	(4,013)	-1%	0.0282
			16,430,912	16,766,849	335,938	2%	0.7504

2019 LIMITING RATE		0.5242	
Numerator		Denominator	
Prior Year Levy	11,287,763	Prior Year EAV with an increase of	2.0% 2,234,366,423
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (16,468,513)
Levy	11,626,396	Valuation	2,217,897,911

LEVY

WHEATON PARK DISTRICT

TAX LEVY WORKSHEET

2020 Tax Levy (rec'd in subsequent year)

		(A)	(B)			(C)		
		2019	2020			Proposed	% Increase/	Extended Tax
TAX FUND		Statutory	Extensions	Proposed Levy		Incr/ (Decr)	Decrease	Rate
		Rate Limit	(DuPage)	(A)+(C)			(C)/(A)	(B)/EAV
Fund #		(if applicable)						
10	General	0.3500	4,338,678	4,499,420	160,742	4%	0.1974	
20	Recreation	0.3700	4,285,541	4,446,283	160,742	4%	0.1951	
22	Cosley Zoo	0.0700	931,755	957,806	26,051	3%	0.0420	
24	Audit	0.0050	31,018	28,018	(3,000)	-10%	0.0012	
23	Insurance Liability	None	657,441	677,291	19,850	3%	0.0297	
26	Retirement-IMRF	None	857,638	855,338	(2,300)	0%	0.0375	
25	Retirement-Social Security	None	611,546	604,546	(7,000)	-1%	0.0265	
Aggregate Extension			11,713,618	12,068,703	355,085	3%	0.5295	
21	SRA	0.0400	825,831	825,831	0	0%	0.0362	
30 & 60	Bond & Interest	None	3,598,300	3,604,000	5,700	0%	0.1581	
30	Bond & Interest-Limited	None	629,100	628,700	(400)	0%	0.0276	
			16,766,849	17,127,234	360,385	2%	0.7515	

2020 LIMITING RATE		0.5295	
Numerator		Denominator	
Prior Year Levy	11,626,396	Prior Year EAV with an increase of	2.0% 2,279,053,752
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (17,380,447)
Levy	11,975,188	Valuation	2,261,673,305

LEVY

WHEATON PARK DISTRICT

TAX LEVY WORKSHEET

2021 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	(A)		(B)	(C)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
		Statutory Rate Limit (if applicable)	Extensions (DuPage)	2020 Proposed Levy (A)+(C)			
10	General	0.3500	4,499,420	4,643,020	143,600	3%	0.1997
20	Recreation	0.3700	4,446,283	4,589,883	143,600	3%	0.1974
22	Cosley Zoo	0.0700	957,806	986,811	29,005	3%	0.0425
24	Audit	0.0050	28,018	30,018	2,000	7%	0.0013
23	Insurance Liability	None	677,291	697,541	20,250	3%	0.0300
26	Retirement-IMRF	None	855,338	868,783	13,445	2%	0.0374
25	Retirement-Social Security	None	604,546	617,246	12,700	2%	0.0266
	Aggregate Extension		12,068,703	12,433,303	364,600	3%	0.5348
21	SRA	0.0400	825,831	825,831	0	0%	0.0355
30 & 60	Bond & Interest	None	3,604,000	2,971,550	(632,450)	-18%	0.1278
30	Bond & Interest-Limited	None	628,700	631,550	2,850	0%	0.0272
			17,127,234	16,862,234	(265,000)	-2%	0.7254

2021 LIMITING RATE		0.5348	
Numerator		Denominator	
Prior Year Levy	11,975,188	Prior Year EAV with an increase of	2.0% 2,324,634,827
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (18,342,879)
Levy	12,334,444	Valuation	2,306,291,947

Liability

LIABILITY INSURANCE FUND LEVY (Fund #23)

Levy Year:	2016	2017	2018	2019	2020	2021
Fiscal Year:	2017	2018	2019	2020	2021	2022
Spendable Fund Balance, Beginning of Year	401,200	315,688	307,319	314,704	323,415	332,776
Anticipated Revenue	494,368	604,419	636,757	655,164	674,907	695,056
Cash & Revenues	895,568	920,107	944,075	969,868	998,322	1,027,831
Less: Expenditures	579,880	612,788	629,372	646,453	665,546	685,243
Est Fund Balance, End of Year	315,688	307,319	314,704	323,415	332,776	342,589
Fund Balance Goal (50% of Budgeted expenditures)	289,940	306,394	314,686	323,226	332,773	342,621
Excess (Deficit) of Fund Balance Goal	25,748	925	18	189	3	(33)
REVENUE BREAKDOWN						
Actual Extension or Proposed levy	495,941	606,441	638,941	657,441	677,291	697,541
Less: Uncollectibles	2,480	3,032	3,195	3,287	3,386	3,488
Subtotal	493,462	603,409	635,747	654,154	673,905	694,054
Miscellaneous Income	6	10	10	10	2	2
Interest	900	1,000	1,000	1,000	1,000	1,000
Anticipated Revenues	494,368	604,419	636,757	655,164	674,907	695,056
EXPENDITURE BREAKDOWN	Projected	Projected	Projected	Projected	Projected	Projected
PDRMA	515,880	552,788	569,372	586,453	604,046	622,168
Unemployment	35,000	30,000	30,000	30,000	31,500	33,075
Background Checks/Physicals (from HR)	18,000	19,000	19,000	19,000	19,000	19,000
Other Expenditures (Supplies, etc)	11,000	11,000	11,000	11,000	11,000	11,000
Annual Expenditures	579,880	612,788	629,372	646,453	665,546	685,243
PDRMA Annl Prens (paid monthly)	2017	Budget	Prior Yr.	Prior Yr.	Prior Yr.	Prior Yr.
	<i>from projections</i>	Estimate	Estimate + 3%	Estimate + 3%	Estimate + 3%	Estimate + 3%
Property coverage	162,546	172,802	177,986	183,326	188,825	194,490
Workers Comp	241,002	257,902	265,639	273,608	281,816	290,271
Public Liability	79,783	85,279	87,837	90,472	93,187	95,982
Employment Practices Liab.	27,706	31,419	32,362	33,332	34,332	35,362
Pollution Liability	4,843	5,386	5,548	5,714	5,885	6,062
Total PDRMA Premiums	515,880	552,788	569,372	586,453	604,046	622,168

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

Audit

AUDIT FUND LEVY (Fund #24)

Levy Year:	2016	2017	2018	2019	2020	2021
Fiscal Year:	2017	2018	2019	2020	2021	2022
28-Sep-17	<i>(Budgeted)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>
Fund Balance, Beginning of Year	34,225	35,680	15,562	15,690	15,519	14,634
Anticipated Revenue	26,455	10,545	31,192	30,893	27,908	29,898
Cash & Revenues	60,680	46,226	46,754	46,583	43,427	44,532
Less: Expenditures	25,000	30,664	31,064	31,064	28,793	29,507
Est. Fund Balance, End of Year	35,680	15,562	15,690	15,519	14,634	15,025
Fund Balance Goal (50% of budget)	12,500	15,332	15,532	15,532	14,397	14,753
Excess (Deficit) of Fund Balance Goal	23,180	230	158	(13)	237	272

REVENUE BREAKDOWN

Proposed or actual levy	26,568	10,568	31,318	31,018	28,018	30,018
Less: Uncollectibles 0.5%	133	53	157	155	140	150
Subtotal	26,435	10,515	31,162	30,863	27,878	29,868
Interest	20	30	30	30	30	30
Anticipated Revenues	26,455	10,545	31,192	30,893	27,908	29,898

	2017 <i>from projections</i>	Estimated Expenditures	Estimated Expenditures	Estimated Expenditures	Estimated Expenditures	Estimated Expenditures
Salaries and Wages	0	2,964	2,964	2,964	3,023	3,084
Acctg. Services	5,000	5,000	5,000	5,000	1,977	1,916
Legal & Consulting	0	0	0	0	0	0
Audit Fees for Audit fund	20,000	22,700	23,100	23,100	23,793	24,507
	25,000	30,664	31,064	31,064	28,793	29,507

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

FICA

FICA FUND LEVY (Fund #25)

Levy Year:	2016	2017	2018	2019	2020	2021
Fiscal Year:	2017	2018	2019	2020	2021	2022

	<i>(Budgeted)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>
Fund Balance, Beginning of Year	278,955	314,953	303,687	313,714	323,660	320,991
Anticipated Revenue	604,882	595,067	630,037	642,038	635,744	649,064
Cash & Revenues	883,837	910,020	933,723	955,752	959,404	970,055
Less Expenditures	568,884	606,333	620,009	632,092	638,413	644,797
Est. Fund Balance, End of Year	314,953	303,687	313,714	323,660	320,991	325,258
Fund Balance Goal (50% of Budgeted expenditures)	284,442	303,167	310,005	316,046	319,206	322,399
Excess (Deficit) of Fund Balance Goal	30,511	520	3,710	7,614	1,784	2,859

REVENUE BREAKDOWN	2017	2018	2019	2020	2021	2022
Proposed or extended levy	575,646	565,146	600,146	611,546	604,546	617,246
Less: Uncollectibles 0.5%	2,878	2,826	3,001	3,058	3,023	3,086
Subtotal	572,768	562,320	597,145	608,488	601,523	614,160
CPPRT	31,614	32,246	32,891	33,549	34,220	34,904
Interest	500	500	500	500	500	500
Anticipated Revenues	604,882	595,067	630,037	642,038	635,744	649,064

EXPENDITURE BREAKDOWN	2017	Estimated	Estimated	Estimated	Estimated	Estimated
	<i>from projections</i>	<i>from budget</i>	<i>from budget</i>	<i>from budget</i>	<i>(prior yr + 1%)</i>	<i>(prior yr + 1%)</i>
FICA	568,884	606,333	620,009	632,092	638,413	644,797
Estimated expenditures	568,884	606,333	620,009	632,092	638,413	644,797

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

IMRF

IMRF FUND LEVY (Fund #26)

Levy Year:	2016	2017	2018	2019	2020	2021
Fiscal Year:	2017	2018	2019	2020	2021	2022

	<u>(Budgeted)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>
Fund Balance, Beginning of Year	424,225	443,858	405,506	438,661	447,360	445,652
Anticipated Revenue	792,633	774,857	904,155	887,699	886,082	900,144
Cash & Revenues	1,216,858	1,218,715	1,309,661	1,326,360	1,333,442	1,345,796
Less Expenditures	773,000	813,209	871,000	879,000	887,790	896,668
Est. Fund Balance, End of Year	443,858	405,506	438,661	447,360	445,652	449,128
Fund Balance Goal (50% of Budgeted expenditures)	386,500	406,605	435,500	439,500	443,895	448,334
Excess (Deficit) of Fund Balance Goal	57,358	(1,099)	3,161	7,860	1,757	794

<u>REVENUE BREAKDOWN</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Proposed or extended levy	763,838	745,538	874,838	857,638	855,338	868,783
Less Uncollectibles 0.5%	3,819	3,728	4,374	4,288	4,277	4,344
Subtotal	760,019	741,811	870,464	853,350	851,062	864,439
CPPRT	31,614	32,246	32,891	33,549	34,220	34,904
Interest	1,000	800	800	800	800	800
Anticipated Revenues	792,633	774,857	904,155	887,699	886,082	900,144

<u>EXPENDITURE BREAKDOWN</u>	<u>2017</u>	<u>Estimated</u>	<u>Estimated</u>	<u>Estimated</u>	<u>Estimated</u>	<u>Estimated</u>
	<u>from projections</u>	<u>from budget input</u>	<u>from budget input</u>	<u>from budget input</u>	<u>(prior yr + 1%)</u>	<u>(prior yr + 1%)</u>
IMRF	773,000	813,209	871,000	879,000	887,790	896,668
Estimated expenditures	773,000	813,209	871,000	879,000	887,790	896,668

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

**WHEATON PARK DISTRICT
RESOLUTION 2017-10**

**AUTHORIZING THE ESTIMATE OF THE ANNUAL AGGREGATE LEVY IN
COMPLIANCE WITH THE TRUTH IN TAXATION LAW**

RESOLVED, by the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Park District, plus any amount abated by the Park District before extension, upon the final 2016 real estate tax levy of the Park District (2017 tax bill) is \$12,123,795.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Park District for 2017 (2018 tax bill) is \$11,966,419.
3. Based on the foregoing, the estimated percentage decrease in the proposed 2017 aggregate levy from the amount of real estate taxes extended upon the final 2016 aggregate levy is (1.30)%, and that, accordingly, no public hearing or publication is required under the Truth in Taxation Law.

AYES:

NAYS:

ABSENT:

Passed this 18th day of October, 2017.

President, Board of Park Commissioners

Attested and Filed this ____ day of _____, 2017.

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
)
) SS
COUNTY OF DUPAGE)

I, Michael J. Benard, Secretary of the Board of Park Commissioners of the WHEATON PARK DISTRICT, County of DuPage, State of Illinois, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Wheaton Park District, County of DuPage and the State of Illinois.

I do further certify that as such official, I have care and custody of all official records of the Board of Park Commissioners of said WHEATON PARK DISTRICT, and I do further certify that the annexed and foregoing Ordinance is a true and correct copy of an Ordinance entitled, "**A RESOLUTION NO. 2017-XX Authorizing the Estimate of Annual Aggregate Levy in Compliance with the Truth in Taxation Law,**" adopted and passed by the Board of Commissioners of the Wheaton Park District on the 18th of October, 2017. The vote to adopt the aforesaid Resolution was as follows:

AYES: _____ NAYS: _____ ABSENT: _____

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the WHEATON PARK DISTRICT.

Michael J. Benard, Secretary,
Board of Commissioners
WHEATON PARK DISTRICT,
County of DuPage, State of Illinois

CERTIFICATE OF PRESIDING OFFICER

I, John Vires hereby certify that I am the duly elected and acting President of the Board of Park Commissioners of the Wheaton Park District, Wheaton, DuPage County, Illinois, and that as such President, I am the presiding officer of the corporate authority of said Park District.

I further certify that the attached copy of the ordinance levying and assessing taxes of the Wheaton Park District for 2017, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law ("Law").

The notice and hearing requirements of Sections 18-70 through 18-85 of the Law are inapplicable.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Wheaton Park District at Wheaton, Illinois this _____ day of _____, 2017.

President, Board of Park Commissioners



TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Rathje Park Improvements Change Order 4

DATE: September 27, 2017

SUMMARY:

Construction on the Rathje Park Improvements is nearly complete. A few small items require an increase to the contract amount.

1. **Add \$1,750:** Concrete sidewalk/ approach on either side of the bridge.
2. **Add \$2,975:** Asphalt approaches to the parking lot

Total change would be an additional \$4,725.

Staff has reviewed this cost and feels the price is fair.

PREVIOUS COMMITTEE/BOARD ACTION:

The changes were discussed with Buildings & Grounds via email.

REVENUE OR FUNDING IMPLICATIONS:

The original Contract Sum was	\$	559,450.00
Net Change by previous Change Orders	\$	4,577.00
The Contract Sum prior to this Change Order	\$	564,027.00
The Contract Sum will be increased by this Change Order.....	\$	4,725.00
The new Contract Sum including this Change Order will be	\$	568,752.00

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

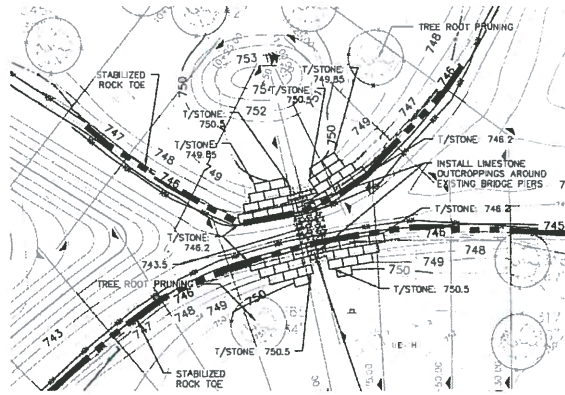
Change Order #4

ALTERNATIVES:

N/A

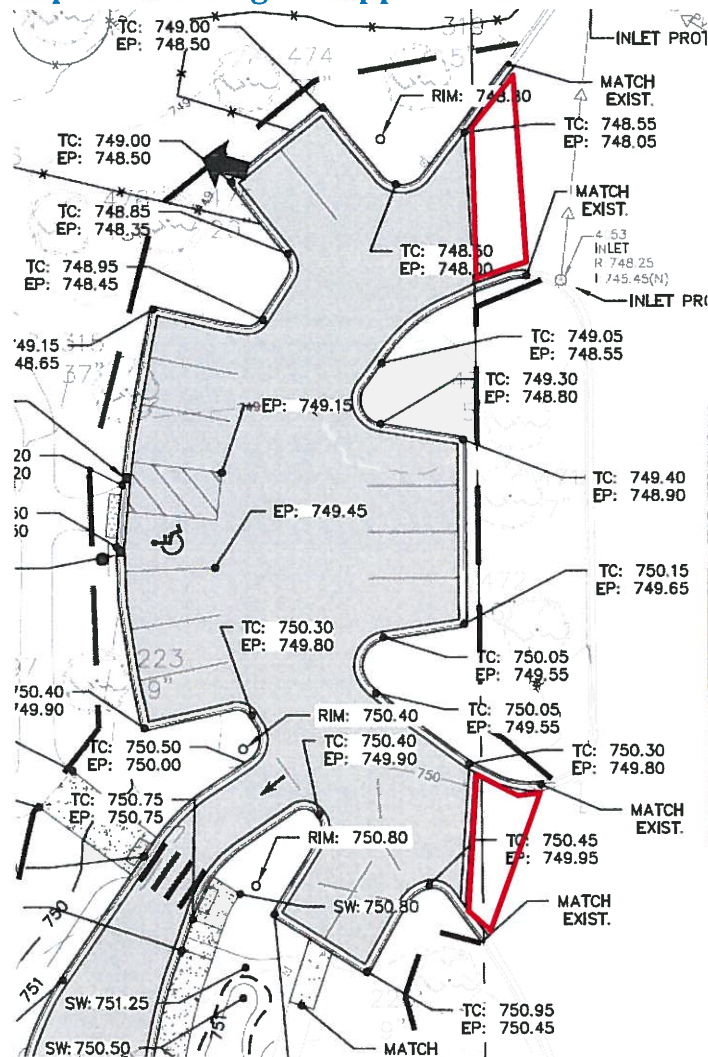
RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve change order #4 in the amount of \$4,725.



Snip of construction plan

Asphalt Parking Lot Approaches



The plans call for the concrete curbs to be removed and replaced further than the area of the parking lot. The contractor also states the asphalt had a crown to it that the plans did not account for in the grading of the new parking lot. Again they performed the removals prior to staff and the engineer evaluating or authorizing any additional work. They did have the photo taken prior to beginning work which shows the pavement was fairly cracked in these areas. The contractor is proposing to split the cost of this work, which would amount to \$2,975.

WHEATON PARK DISTRICT CHANGE ORDER

Project: Rathje Park Improvements

Change Order No.: Three (3)

To: V3 Construction Group, LTD.
Attn: Michael Famiglietti
7325 Janes Ave.
Woodridge, Illinois 60517

Change Order Date: 8/25/17

Contract Date: 5/4/17

Contract For: Construction of permeable paver parking, shoreline stabilization, pond dredging and other park improvements.

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

1. Add \$1,750: Concrete sidewalk/ approach on either side of the bridge.
 2. Add \$2,975: Asphalt approaches to the parking lot
- Total change would be an additional \$4,725.

Add \$4,725.00

The original Contract Sum was	\$	559,450.00
Net Change by previous Change Orders	\$	4,577.00
The Contract Sum prior to this Change Order	\$	564,027.00
The Contract Sum will be increased by this Change Order.....	\$	4,725.00
The new Contract Sum including this Change Order will be	\$	568,752.00
The Contract Time will be no change by		0
The Date of Completion as of the date of this Change Order therefore is		10/31/17

Wheaton Park District

Owner

102 East Wesley Street
Wheaton, IL 60187

Address

V3 Construction Group, LTD.

Contractor

7325 Janes Ave.
Woodridge, Illinois 60517

Address

Michael Benard, Executive Director

Signature



TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: 2017 Fall Asphalt (Chadwick Contracting) Change Order #1

DATE: September 18, 2017

SUMMARY:

Asphalt re-paving of the walking paths on the South side at Atten Park is currently taking place. While walking the site, it was determined that one of the culvert drain pipes should be replaced. The pipe is damaged and is not moving the water effectively. It is also pushing the asphalt surface up, creating a tripping hazard.

PREVIOUS COMMITTEE/BOARD ACTION:

The change was discussed with Buildings & Grounds via email.

REVENUE OR FUNDING IMPLICATIONS:

The Contract Sum prior to this Change Order	\$88,115.00
The Contract Sum will be increased by this Change Order	\$1,683.00
The new Contract Sum including this Change Order will be	\$89,798.00

There is a \$13,217.25 contingency for this project.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

Chadwick Contracting Change Order #1

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve Chadwick Contracting Asphalt change order #1 in the amount of \$1,683.

WHEATON PARK DISTRICT CHANGE ORDER

Project: 2017 Fall Asphalt

Change Order No.: 1

To: Chadwick Contracting Co.
Attn: Scott Habich
12 Prosper Ct.
Lake In The Hills, IL 60156

Change Order Date: 9/18/17

Contract Date: 8/23/17

Contract For: 2017 Fall Asphalt Project
Atten Park Path Repaving

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

Remove and replace the (1) culvert drainage pipe on the South asphalt paths at Atten Park. The new pipe is to be Corrugated Metal Pipe and will include flared aprons. Area will be re-graded to slope to new pipe ends.

Add to the Contract:

\$1,683.00

The original Contract Sum was	\$	88,115.00
Net Change by previous Change Orders	\$	[0.00]
The Contract Sum prior to this Change Order	\$	88,115.00
The Contract Sum will be increased by this Change Order.....	\$	1,683.00
The new Contract Sum including this Change Order will be	\$	89,798.00
The Contract Time will not be changed		0
The Date of Completion as of the date of this Change Order therefore is		9/29/17

Wheaton Park District

Owner

102 East Wesley Street
Wheaton, IL 60187

Address

Chadwick Contracting Co.

Contractor

12 Prosper Ct.
Lake In The Hills, IL 60156

Address

Michael J. Benard, Executive Director

Signature



To: Wheaton Park District
Atten Park

Date: September 14th 2017
Attn. Brian Morrow

Project: New Culvert pipe

Pursuant to our review of the information indicated above, Chadwick Contracting Company submits our Lump Sum Proposal to furnish labor, materials and equipment to install the items on the above captioned project, described as follows:

Culvert pipe

Remove and dispose of existing damaged
Culvert pipe, Install new 15" round by 20' section
Of new corrugated pipe with 2 new flared end
Sections, centered on path. Regrade existing
Dirt so it slopes to new end locations.
\$1,683.00

Should you have any questions or comments regarding this Proposal, or any other matter, please contact this office at your convenience.

Respectfully Submitted,

Chadwick Contracting Company

Scott Habich

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Brian Morrow, Project Planner

THROUGH: Michael Benard, Executive Director

RE: Fuel Supply and Delivery Bid - 2017

DATE: October 13, 2017



SUMMARY:

The district fleet uses a significant amount of fuel each year. Fuel is stored in tanks located at the Park Services Center and Arrowhead Golf Course. Collectively, we use approximately 30,000 gallons of 87 octane gasoline and 12,000 gallons of off-road diesel that is combined with a biodiesel for cleaner emissions.

With our limited ability to store quantities of fuel and the fluctuating price, fuel prices are tied to the wholesale published "OPIS" (Oil Price Information Service) rate. This rate is updated daily and is specific to the Midwest. Since this rate is consistent between the different vendors, our bids are based on a price adjustment factor which is essentially the cost to deliver the fuel to our sites.

Notice for potential bidders was published on September 19, 2017 and bids were received through October 3, 2017. Separate pricing was requested for each location and product, however all vendors provided uniform pricing.

The following three contractors provided bids:

Contractor	Three Year Contract
Feece Oil Co.	+ \$0.148 per gallon
A L Warren Oil Co.	+ \$0.25 per gallon

The pricing would be effective from December 2017 through November 2020.

REVENUE OR FUNDING IMPLICATIONS:

\$108,000 is budgeted within the current fiscal year.

\$82,000 for Parks and \$26,000 for Arrowhead.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Standard bid documents and agreements were used.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the proposal from Feece Oil for Fuel Supply and Delivery in the amount of \$0.148 per gallon.

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Brian Morrow, Project Planner

THROUGH: Michael Benard, Executive Director

RE: 2017 Taylor Barn Roof Bid

DATE: October 4, 2017



SUMMARY:

The Cosley Zoo Taylor Barn roof is failing and needs to be replaced. Staff worked with Illinois Roof Consultants Associates, Inc. to develop plans and specifications necessary to bid the replacement of the cedar shingle roof. The new roof will be comprised of asphalt shingles that will match the adjacent Kiebler barn roof.

Bids were solicited on September 20th and project specifications were emailed to 27 roofing contractors. The bids were opened on October 4th and the results are as follows:

Contractor	Base Bid	Unit Price: Wood Plank Deck \$ Per Lf	Unit Price: Time & Material \$ Per Man Hour	Unit Price: Time & Materials Cost Plus %
Filotto Construction	\$29,500	\$5.00	\$110	10%
Kandu Construction	\$42,900	\$5.40	\$125	20%
Showalter Roofing	\$72,300	\$5.50	\$180	30%

References for the low bidder, Filotto Construction were very favorable.

REVENUE OR FUNDING IMPLICATIONS:

\$35,000 is budgeted within the current fiscal year (40-800-813-57-5701-0000).

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

Contract documents were provided by our legal counsel.

ATTACHMENTS:

Illinois Roof Consultants Associates recommendation letter.

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the proposal from Filotto Construction in the amount of \$29,500 and a \$5,000 contingency for unforeseen repairs.



Certified Consultants and Specifiers

Roof Condition Evaluations

Moisture Testing

Quality Compliance Inspection
during roof construction

October 12, 2017

Mr. Brian Morrow
Wheaton Park District
1000 Manchester Road
Wheaton, IL 60187

RE: Cosley Zoo
Taylor Barn Reroof

Dear Mr. Morrow:

After carefully reviewing the Bid and verbally confirming both price and scope of work with the low Bidder of Record, Filotto Roofing, we are pleased to recommend that the project proceed as specified using Filotto Roofing.

Once a decision has been reached by you and your Board, please let us know so that we can assist with the start of the project.

If you have any questions, please feel free to contact this office.

Sincerely,

ILLINOIS ROOF CONSULTING ASSOCIATES, INC.



James C. Gruebnaue, RRC
Project Manager

JCG/jr
16249.ltr

Illinois Roof Consulting Assoc., Inc.

4302-G Crystal Lake Road

McHenry, Illinois 60050

(815) 385-6560

FAX (815) 385-3581

www.irca.com

TO: Board of Commissioners

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

THROUGH: Michael Benard, Executive Director

RE: Clocktower Skate Park Equipment Replacement

DATE: October 12, 2017



SUMMARY:

Staff sought public input into the replacement of the skate park equipment located at the Clocktower Mini Golf & Skate Park located at 100 N. Naperville Road. Surveys were conducted in person with onsite interviews of facility users and via e-surveys through Constant Contact. Residents were also able to pick up paper copies from the Community Center and at Clocktower. We promoted the survey through print banners onsite at the facility, posters in facilities, social media ads, at the Wheaton Park District website, and through email marketing in two dedicated e-mails sent to households that have children ages 8-18 years of age.

The Parks & Planning Staff worked with two vendors who produce pre-cast concrete skate park equipment to create two potential site plans based on input gathered from the survey. These plans were used to seek further public input and residents were asked to vote on one of the preferred site designs via social media.

Due to the limited number of vendors who provide this equipment and unique designs from each vendor, staff requested pricing through NJPA (an approved joint purchasing cooperative). Equipment would be purchased in 2017 and installed most likely during the winter and into 2018. The goal is to unveil the new skate park to the public in spring of 2018.

PREVIOUS COMMITTEE/BOARD ACTION:

This was discussed at the October 4, 2017 Building and Grounds committee.

REVENUE OR FUNDING IMPLICATIONS:

The current budget includes \$125,000 in account number 40-800-852-57-5710-0000.

STAKEHOLDER PROCESS:

Surveys described above and voting on site plans.

LEGAL REVIEW:

N/A

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the purchase of skate park equipment in the amount of \$120,500 from Spohn Ranch.

TO: Board of Commissioners
FROM: Rob Sperl, Director of Parks and Planning
Brian Morrow, Project Planner
THROUGH: Michael Benard, Executive Director
RE: Central Athletic Complex Batting Cages and Netting
DATE: October 12, 2017



SUMMARY:

Planning staff has worked with the Recreation Department to create a more flexible and attractive space to increase rentals at the Central Athletic Complex. The suggested improvements would include new motorized batting cages and netting, along with indoor turf and improved lighting. The replacement of the batting cages and netting would be the first phase of these improvements.

The following quotes were obtained for replacement of the existing batting cages and netting.

CONTRACTOR	QUOTE
Draper/Hufcor	\$24,375
Victory Athletics	\$28,800
Practice Sports	\$29,900

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

\$53,300 was budgeted in the 2017 fiscal year (40-000-187-57-5706-0000) for replacement of the wall padding, batting cages, netting, lighting and installing indoor turf.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

We would use our standard small project contract document provided by our legal counsel.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the quote from the Draper/Hufcor Co. for replacement of the Central Athletic Complex batting cages and netting in the amount of \$24,375.

TO: Board of Commissioners
FROM: Rob Sperl, Director of Parks and Planning
Brian Morrow, Project Planner
THROUGH: Michael Benard, Executive Director
RE: Central Athletic Complex Wall Padding
DATE: October 12, 2017



SUMMARY:

The existing wall padding needs to be replaced and additional higher padding needs to be installed in the batting cage room at the Central Athletic complex. This would increase the level of safety in the space as well as improve the appearance. This would be part of the overall goal to create a safer, flexible and more attractive space to increase rentals at the Central Athletic Complex.

CONTRACTOR	QUOTE
Davis Athletic	\$15,381.60
Practice Sports	\$16,320.00
Victory Athletics	\$16,950.00
Draper/Hufcor	\$19,190.00

The low bidder, Davis Athletic has furnished padding for the Central Athletic Complex in the past.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

\$53,300 was budgeted in the 2017 fiscal year (40-000-187-57-5706-0000) for replacement of the wall padding, batting cages, netting, lighting and installing indoor turf.

STAKEHOLDER PROCESS:

N/A

LEGAL REVIEW:

We would use our standard small project contract document provided by our legal counsel.

ATTACHMENTS:

N/A

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the quote from Davis Athletic Co. for replacement of the Central Athletic Complex wall padding in the amount of \$15,381.60.

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Paul Stanczak, Superintendent of Facilities

THROUGH: Michael Benard, Executive Director

RE: Repair and Re-Coat Main Gym Floor, Community Center

DATE: September 21, 2017



SUMMARY:

The gymnasium floor was damaged by a vendor during one of the post prom events. Quotes have been received to remove the damaged area, sand and replace damaged section of gymnasium floor, repair game lines and apply a finish coat. Additional quotes were received to resurface the entire floor, but staff does not feel this is necessary at this time.

Haldeman Homme	\$ 9,204
Kiefer	\$11,290
MaNiCo	\$18,500

Haldeman replaced the floor last year following damage from flooding.

PREVIOUS COMMITTEE/BOARD ACTION:

NA

REVENUE OR FUNDING IMPLICATIONS:

An insurance claim from the vendor will be received covering \$13,493.55 from the damage.

STAKEHOLDER PROCESS:

PDRMA has been advised of this situation and agrees that the settlement is fair and equitable.

LEGAL REVIEW:

N/A

ATTACHMENTS:

Proposals
Insurance Claim

ALTERNATIVES:

N/A

RECOMMENDATION:

It is recommended that the Wheaton Board of Commissioners approve Haldeman Homme, Inc Floor Option 1 in the amount of \$9,204.

WHEATON PARK DISTRICT

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

ORDINANCE 2017-06

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

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

WHEREAS, the Park District owns: Four (4) Voyager Speakers serial numbers, F960579, F960569, F8002280, A992392 located at the Community Center; Eleven (11) Tackle Dummies located at Seven Gables Barn; Ten (10) Stepmover/half rounds located at Seven Gables Barn; Three (3) Hand shields located at Seven Gables Barn; Two (2) 2 sled pads located at Seven Gables Barn; Two (2) 29" Rawlings Bats located at the Community Center; One (1) 31" Rawlings Bat located at the Community Center; Three (3) 32" Rawlings Bats located at the Community Center; One (1) 33' Rawlings Bat located at the Community Center; Two (2) Easton 28" Bats located at the Community Center; Four (4) 29" Easton Bats located at the Community Center; One (1) 30" Easton Bat located at the Community Center; Two (2) 31" Easton Bats located at the Community Center; Two (2) 32" Easton Bats located at the Community Center; One (1) Louisville Slugger 28" Bat located at the Community Center; One (1) 29" Louisville Slugger Bat located at the Community Center; Four (4) 30" Louisville Slugger Bats located at the Community Center; One (1) 31" Louisville Slugger Bat located at the Community Center; Two (2) DeMarini 30" Bats located at the Community Center; One (1) 29" Keystone Bat located at the Community Center

WHEREAS, the Board of Park Commissioners has determined that it would be in the best interest of the Park District to dispose: Four (4) Voyager Speakers serial numbers, F960579, F960569, F8002280, A992392 located at the Community Center; Eleven (11) Tackle Dummies located at Seven Gables Barn; Ten (10) Stepmover/half rounds located at Seven Gables Barn; Three (3) Hand shields located at Seven Gables Barn; Two (2) 2 sled pads located at Seven Gables Barn; Two (2) 29" Rawlings Bats located at the Community Center; One (1) 31" Rawlings Bat located at the Community Center; Three (3) 32" Rawlings Bats located at the Community Center; One (1) 33' Rawlings Bat located at the Community Center; Two (2) Easton 28" Bats located at the Community Center; Four (4) 29" Easton Bats located at the Community Center; One (1) 30" Easton Bat located at the Community Center; Two (2) 31" Easton Bats located at the Community Center; Two (2) 32" Easton Bats located at the Community Center; One (1) Louisville Slugger 28" Bat located at the Community Center; One (1) 29" Louisville Slugger Bat located at the Community Center; Four (4) 30" Louisville

Slugger Bats located at the Community Center; One (1) 31" Louisville Slugger Bat located at the Community Center; Two (2) DeMarini 30" Bats located at the Community Center; One (1) 29" Keystone Bat located at the Community Center

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

Section 1: The foregoing preamble of the Ordinance is hereby incorporated in its entirety in **Ordinance 2017-06**.

Section 2: The Park District will dispose: Four (4) Voyager Speakers serial numbers, F960579, F960569, F8002280, A992392 located at the Community Center; Eleven (11) Tackle Dummies located at Seven Gables Barn; Ten (10) Stepmover/half rounds located at Seven Gables Barn; Three (3) Hand shields located at Seven Gables Barn; Two (2) sled pads located at Seven Gables Barn; Two (2) 29" Rawlings Bats located at the Community Center; One (1) 31" Rawlings Bat located at the Community Center; Three (3) 32" Rawlings Bats located at the Community Center; One (1) 33" Rawlings Bat located at the Community Center; Two (2) Easton 28" Bats located at the Community Center; Four (4) 29" Easton Bats located at the Community Center; One (1) 30" Easton Bat located at the Community Center; Two (2) 31" Easton Bats located at the Community Center; Two (2) 32" Easton Bats located at the Community Center; One (1) Louisville Slugger 28" Bat located at the Community Center; One (1) 29" Louisville Slugger Bat located at the Community Center; Four (4) 30" Louisville Slugger Bats located at the Community Center; One (1) 31" Louisville Slugger Bat located at the Community Center; Two (2) DeMarini 30" Bats located at the Community Center; One (1) 29" Keystone Bat located at the Community Center

Section 3: Except, as otherwise provided herein, this **Ordinance 2017-06** Shall be in full force and effective forthwith upon its adoption and approval as provided by law.

Adopted this 18 day of October, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

President Board of Park Commissioners

Wheaton Park District

ATTEST:

Secretary, Board of Park Commissioners
Wheaton Park District

(S E A L)

**Wheaton Park District
ORDINANCE NO. 2017-07**

GENERAL USE ORDINANCE

WHEREAS, the Wheaton Park District, DuPage County, Illinois (the “District”), has previously adopted and periodically updated rules and regulations for the governance of the parks and facilities of the District; and

WHEREAS, the District has previously adopted an integrated *General Use Ordinance* addressing both public use and operational regulations; and

WHEREAS, in order to provide more user-friendly regulations, the general use regulations shall be separate and apart from all other ordinances and regulations; and

WHEREAS, the District is authorized by the Park District Code to adopt a General Use Ordinance for the regulation of District property.

NOW, THEREFORE be it and it is hereby ordained by the Board of Park Commissioners of Wheaton Park District, DuPage County, Illinois, as follows:

Section One – Policies: The General Use Ordinance attached hereto and incorporated herein is hereby adopted as the rules and regulations of the Wheaton Park District.

Section Two – Scope: The General Use Ordinance shall apply to and shall be enforced throughout all of the property of every kind owned by or under the jurisdiction of the District.

Section Three – Effect: This Ordinance shall become effective upon its passage and approval as provided by law.

Section Four – Repealer: All ordinances and parts of ordinances in conflict or inconsistent with any of the provisions of this ordinance are hereby repealed to the extent they are inconsistent with this ordinance.

Section Five – Publication: In lieu of other publications, the General Use Ordinance shall be published in book or pamphlet form, and when so published shall become effective with the same force and effect as if otherwise published. Such book or pamphlet shall be evidence of the passage and legal publication of this ordinance in all courts without further proof, as provided by law.

Roll Call Vote:

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

PASSED and APPROVED this ____ day of _____, (Year).

Wheaton Park District

By: _____
President

Attest: _____
Secretary

SEAL

GENERAL USE ORDINANCES

Wheaton Park District, DuPage County, Illinois
October, 18, 2017

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Chapter 1. General Provisions

Sec. 1.1 Designation and Citation of Code

The ordinances embraced in this and the following chapters and sections shall constitute and be designated as “the General Use Ordinance of Wheaton Park District” and may be so cited.

Sec. 1.2 Definitions

When used in the General Ordinances, the following terms shall have the meaning set forth in these sections.

“Board”

Means the Board of Park Commissioners of the Wheaton Park District.

“Court”

Means the circuit court of the county which has jurisdiction of District legal disputes.

“District”

Is the Wheaton Park District, DuPage County, Illinois.

“District property”

Is all of the property, real and personal, of every kind and description located within the jurisdiction of, or owned, administered, leased or licensed by, or otherwise in the possession or under the control of the District, including without limitation every building, shelter, street, sidewalk, trail, path, beach, park, playground, wilderness or open space, or other public place or facility and all District waters located on or adjacent to or flowing over property located within the jurisdiction of, or owned, administered, leased or licensed by, or otherwise in the possession or under the control of the District.

“Executive Director”

Is the Executive Director of the Wheaton Park District.

“Ordinances”

Means the General Use Ordinances of Wheaton Park District approved by the Board of Park Commissioners of Wheaton Park District and all amendments and supplements thereto.

“Permit”

The written authorization issued by or under the authority of the Executive Director of his designee, to a person to do or engage in a particular act or acts on District property. Said authorization is subject to the terms and

conditions specified in the permit as well as all applicable federal, state, local, and District laws, ordinances, rules, and regulations.

“person”

Means any individual, natural person, firm, partnership, association, corporation, company, trust, organization or any other group activity as a unit or the manager, lessee, agent, servant, partner, member, director, officer or employee, or any of them including executive administrator, treasurer, receiver or other representative appointed according to law.

“State”

Means the State of Illinois.

Sec. 1.3 Rules of Construction

In construction of these Ordinances the following rules of construction shall be observed.

And/or

“And” may be read “or” and “or” may be read “and” if the sense requires it.

Gender

Words in any section importing the masculine gender shall include the feminine as well as the masculine.

May

The word “may” is permissible and discretionary.

Shall

The word “shall” is mandatory.

Sec. 1.4 Code to be Liberally Constructed

All general provisions, terms, phrases and expressions contained in these Ordinances shall be liberally construed in order that the true intent of the District be fully carried out.

Sec. 1.5 Designations and Headings; Construction

All designations and headings of chapters, articles, divisions and sections are intended only for convenience in arrangement and as mere catchwords to indicate the contents of such chapters, articles, divisions or sections, whether printed in boldface type or italics.

Sec. 1.6 Ordinance Provisions as Continuance of Existing Ordinances

The provisions appearing in these Ordinances, insofar as they relate to the same subject matter and are substantially the same as those ordinance provisions previously adopted by the District and existing at the effective

date of these Ordinances shall be considered as restatements and continuations thereof and not as new enactments.

Sec. 1.7 Effect of Repeal of Ordinances; Revival

a) Neither the adoption of these Ordinances nor the repeal hereby of any ordinance of the District shall in any manner affect the prosecution for violations of such ordinance, which violations were committed prior to the effective date hereof, nor be construed as affecting any of the provisions of such ordinance relating to the collection of any such license or penalty or the penal provisions applicable to any violation thereof, nor to affect the validity of any bond or cash deposit in lieu thereof, required to be posted, filed or deposited pursuant to any ordinance, and all rights and obligations thereof appertaining shall continue in full force and effect.

b) Whenever any ordinance repealing a former ordinance, clause or provisions is repealed, such repeal shall not be construed as reviving such former ordinance, clause or provision, unless expressly provided therein.

Sec. 1.8 Conflicting Provisions

a) If the provisions of different chapters, articles, divisions or sections of these Ordinances conflict with or contravene each other, the provisions of each chapter, article, division or section shall prevail as to all matters and questions growing out of the subject matter of that chapter, article, division or section.

b) If clearly conflicting provisions are found in different sections of the same chapter, the provisions of the section last enacted shall prevail unless the construction is inconsistent with the meaning of that chapter.

Sec. 1.9 References Include Amendments; Construction

a) Any reference in these Ordinances to an ordinance or provisions of these Ordinances shall mean such ordinance or provision as may now exist or is hereafter amended.

b) Any references in these Ordinances to chapters, articles, divisions or sections shall be to the chapters, articles, divisions and sections of these Ordinances unless otherwise specified.

Sec.1.10 Amendments and References to Ordinances

Any additions or amendments to these Ordinances, when passed in such form as to indicate the intention of the Board to make the same part of these Ordinances shall be deemed to be incorporated in these Ordinances so that a reference to the General Use Ordinance of Wheaton Park District shall be understood to include them.

Sec. 1.11 Severability

It is declared to be the intention of the Board that the sections, subsections, paragraphs, sentences, clauses and words of these Ordinances are severable. If any sections, subsections, paragraph, sentences, clause or word is declared unconstitutional or otherwise invalid by the lawful judgment or decree of any court or competent jurisdiction, its unconstitutionality or invalidity shall not affect the validity of any of the remaining sections, subsections, paragraphs, sentences, clauses and words of these Ordinances, since the sections or parts of sections would have been enacted by the Board without and irrespective of any unconstitutional or otherwise invalid section, paragraph, sentence, clause or word being incorporated into these Ordinances.

Chapter 2. Protection and Use of District Property

Sec. 2.1 Public Use; Hours

a) Regular Hours

Except as otherwise provided in this section or otherwise posted or authorized by the Executive Director or his designee at the individual parks, District property shall be open to the public from sunrise in the morning until sunset in the evening of that same day and District property shall be closed to the public from sunset each day until sunrise the following day. The Executive Director may establish other hours during which District property or any parts thereof shall be closed to the public. The District may periodically revise these hours.

Park District facilities with outdoor lighting shall remain open until five minutes after the lights are turned off. Only the lighted portion of such facilities shall remain open after sunset.

b) Special Closings

The District may close one or more District parks, buildings, and facilities or any part thereof to the public at any time and for any interval of time, either temporarily or at regular intervals, and either entirely or merely to certain uses, as deemed advisable and in the best interest of the public and the District.

Sec. 2.2 Bringing Plants, Shrubs or Trees Prohibited

No person shall bring into or upon District property any tree, shrub, or plant, or portion thereof, except by written authorization of the District.

Sec. 2.3 Camping

No person shall place, erect, or use any hammock, swing, tent, shelter or any other type of temporary or permanent camping equipment or otherwise camp in any manner, on District property unless a Permit has first been obtained from the Executive Director or his designee.

Sec. 2.4 Criminal Trespass of Property

No person shall:

- a) Enter or remain in any building or portion of District property where persons are prohibited by the District from entering by sign or other notice.
- b) Enter or remain in any District property when it is closed to the public;
- c) Climb, walk or sit upon any sign, wall or fence under the control of the District;

d) Go upon any lawn, grass plot, planted area, tree, shrub, monument, fountain, sculpture or structure where access is prohibited by signs or other notice or where access is restricted by fence or other physical barrier;

e) Enter any District property that is reserved, scheduled or permitted for a specific group or activity, unless such person is invited by the individual or group responsible for such activity unless such person has paid any applicable admission and/or registration fees.

Sec. 2.5 Damage to District Property

Unless authorized by a written agreement with the District or otherwise expressly permitted by the District, no person shall while in or on District property:

a) Deface, disfigure, break, cut, tamper with or displace or remove in or from any District property or building or other part thereof, any table, bench, fireplace, coping, lamp post, fence, wall, paving or paving material, water line or other public utility or parts or appurtenances thereof, or sign, notice or placard whether temporary or permanent, equipment, facilities or other District property or appurtenances whatsoever, either real or personal;

b) Destroy, cut, break, injure, disturb, sever from the ground or remove any sod, soil, earth, rock, stone, timber, wood, material, or growing thing including but not limited to any plant, flower, flower bed, shrub, tree, growth, or any branch, stem, fruit, or leaf thereof; bring into or have in his/her possession in or on District property any tool or instrument intended to be used for the cutting thereof, or any garden or agricultural implements or tools which could be used for the removal thereof (with the exception of activity described in section 4.20);

c) Set fire to any trees, shrubs, plants, flowers, grass, plant growth or living timber, or allow any fire upon land to extend into District property;

d) Cut, break or in any way injure, deface, destroy or alter any building, fence, monument, sculpture, bridge, or other structure or property contained therein;

e) Operate or drive any motor car, automobile or vehicle of any kind in or on District property in places other than roadways or in such a manner as to cause the same to collide with, run against, strike or cause to strike, injure, deface or damage any District property or appurtenance of any kind;

- f) Fasten any animal or attach any rope, sign, handbill or other things to any tree or shrub or to any protective device around any tree or shrub growing in or on the District property;
- g) Allow any animal under the person's ownership or temporary care to injure or deface any tree, plant, shrub, lawn or grassplot in any manner whatsoever. An animal is under a person's temporary care if the animal was brought upon District property by the person or by a minor under the person's temporary or permanent care;
- h) Fasten any bicycle, motorcycle, moped or other vehicle to or leave the same standing so as to injure any tree, shrub, lawn or grass plot;
- i) Deface, destroy, cover or otherwise make unreadable any traffic warning or prohibitory sign or symbol in or on District property;
- j) Mark, carve, bend, cut, paint, deface, breakdown, destroy, damage, alter, change, sever, uproot, excavate or otherwise remove, or attach or suspend any rope, wire or other material or contrivance to or from any District property;
- k) Fail to maintain District property in a neat and sanitary condition.

Sec. 2.6 Pools

The following rules and regulations shall apply to all District swimming pools:

- a) All swimming pools shall be open and in operation from approximately Memorial Day through Labor Day, weather and safety conditions permitting. Pools shall be open for public swimming during published and posted hours.
- b) No person shall enter the bathhouse or pool area without payment of the admission charge that is established by the District or without displaying proper season passes that are issued therefore.
- c) No person under eight (8) years of age shall be admitted to the pool area unless he or she is accompanied by a person legally possessing an adult pass (ages 16 years old and up) or an adult daily admission and demonstrating competency to assume full responsibility for the care and safety of the person under eight (8) years of age.
- d) If any person shall refuse to obey any orders of lifeguards, attendants, managers or any agent of the District, the District may immediately terminate or suspend such person's rights to use the pool and other District

property. Lifeguards are responsible for enforcing safety rules and responding to emergencies. Parents, guardians, or other persons who are 16 years of age or older and accompanying a child who is under 8 years of age, shall supervise the child.

e) No person shall attempt admission to the pool and such admission shall be refused if the person has contagious disease, infectious conditions such as colds, fever, ringworm, foot infections, skin lesions, diarrhea, vomiting, inflamed eyes, ear discharges, or any other condition which has the appearance of being infectious, or any excessive sunburn, abrasions which have not healed, corn plasters, bunion pads, adhesive tape, rubber bandages, or other bandages of any kind or if the persons appears to be under the influence of alcohol or drugs or exhibiting erratic behavior.

f) Persons with qualifying disabilities under state and/or federal law that require reasonable accommodations to enjoy District property should contact the Executive Director's office who is the Districts appointed ADA compliance officer.

g) Littering is prohibited; in addition, no food, drink, gum or tobacco is allowed in pool area unless the District has specifically designated a section by posting a written notice. Glass containers are prohibited.

h) All persons are encouraged to take a shower before entering the pool area.

i) Personal conduct within the pool facility must be such that the safety of self and others is not jeopardized. Running, boisterous or rough play, except supervised water sports, is prohibited.

j) Only clean footwear, baby strollers, or wheelchairs are allowed in the pool area or bathhouse.

k) Spitting, spouting of water, blowing the nose or otherwise introducing contaminants into the pool is prohibited.

l) Glass, soap, or other material, which might create hazardous conditions or interfere with efficient operation of the swimming pool, are prohibited in the swimming pool or on the pool deck.

m) All apparel worn in the pool shall be clean.

n) All children who are not toilet-trained shall wear tightly fitting rubber, plastic pants, or approved swim diapers.

- o) Diving in water less than five feet deep is prohibited except when allowed for competitive swimming and training.
- p) Swimming is prohibited when thunder is heard or lightning is seen, including a 15-minute period after the last lightning or thunder is detected.
- q) Any person who refuses to obey pool rules or otherwise violates any other provision of these Ordinances may be barred by the District from further use of the pool for the remainder of the pool season, in addition to the penalties set forth in these Ordinances.

Sec. 2.7 Public Assemblies

- a) No person shall do any of the following on District property without first obtaining a Permit:
 - 1) Call or hold a public assembly, exhibition or entertainment of any description;
 - 2) Conduct any musical concert, play any amplified instrument, or set up or use any communication system;
 - 3) Hold or attempt to hold any meeting, assembly, demonstration, celebration, parade, rally, religious worship, or any sponsored entertainment, social, recreational or athletic event.
- b) Any person issued a Permit by the District shall produce the Permit and exhibit it upon request of any District employee or officer.
- c) No person other than a District employee or officer shall disturb or interfere with any person occupying District property under the authority of a Permit.

Sec. 2.8 Use of Restrooms, Washrooms, and Locker Rooms

- a) Every person shall cooperate in maintaining restrooms, washrooms and locker rooms in a neat and sanitary condition.
- b) No person shall deposit objects of any kind other than toilet paper in the toilets or plumbing fixtures of a restroom, washroom facility or locker room.
- c) Except as otherwise permitted in this section for children under age 6, enter into or remain in any restroom, restroom washroom, or locker room designated for the opposite sex.

d) Children 5 years of age and under may use restrooms, washrooms and locker rooms designated for the opposite sex when a family facility is unavailable.

e) Individuals may not use restrooms, washrooms and locker rooms designated for families.

f) No person shall use any camera, video recorder or other device to record or transmit visual image(s) in or from any rest room, washroom or locker room of the District.

Chapter 3. Animals

Sec. 3.1 Domesticated Animals and Pets

- a) No owner or person having control of any domesticated dog, cat, or any other domesticated animal shall cause or permit such animal to be on District property unless the animal is on a leash which allows the owner to maintain control of his/her animal.
- b) All owners or persons having control of any domesticated dog, cat, or other domesticated animal, shall remove any excrement from District property left by such animal or properly dispose of in a trash container on site. All aggressive animals must be muzzled while on district property.
- c) No person shall bring a domesticated dog, cat, or any other animal onto or permit any animal to remain on any portion of District property where or when the presence of animals is prohibited, except dogs or other domesticated animals specially trained to assist the visually impaired or other persons with disabilities when they are accompanying the persons with disabilities for purposes of providing such assistance.
- d) Any animal found on District property in violation of subsections (a) through (c) may be apprehended, removed to an animal shelter, public pound, or other place provided for that purpose.

Sec. 3.2 Protections of Non-Domesticated Animals, Birds, Fish, and Other Non-Domesticated Animals

For purposes of this section “wildlife” means any bird, fish, or other non-domesticated animal including without limitation any animal, the capture or killing of which is authorized by the fish and game laws of the State of Illinois.

- a) No person shall bring or release any wildlife onto District property; provided, however, that the District may bring or release, or permit another person to bring or release, such proscribed animals onto District property in conjunction with an activity or event conducted or sponsored by the District or in conjunction with a zoo, museum, nature center, or similar facility maintained by the District.
- b) No person shall feed any wildlife on District property, except for where allowed at Cosley Zoo under supervision of zoo staff.
- c) No person shall hunt, pursue, hurt, molest, wound, kill, trap, catch, poison, abuse, chase, shoot, touch, throw or propel objects at, endanger in any way, remove or cause to be removed, treat cruelly, or have in possession, any wildlife upon, over, or under District property, except as expressly authorized and approved by the District.

d) No person shall give or offer any harmful, poisonous, or noxious substance to any wildlife on District property.

e) No person shall touch, tease, frighten, disturb, or otherwise intentionally interfere with any wildlife. .

f) No person shall molest, touch, throw or propel an object at, destroy, dig up, crush, shake, rob or disturb, in any way tamper with or damage the nest, lair, den, burrow, or home of any wildlife found on, upon, over or under District property except as expressly authorized and approved by the District..

g) No person shall leave behind any fishing equipment such as wire, hooks etc. Items must be disposed of properly in a district provided trash can or taken out with fishing patron.

Chapter 4. Personal Conduct

Sec. 4.1 Abandonment of Property

It is unlawful for any person to abandon any personal property on District property, including, but not limited to, cars, boats, appliances, garbage, furniture, animals (pets), or refuse. In addition to all fines and other penalties for violation of this section, the District may remove and destroy such property and assess the costs for such removal to the person abandoning the property.

Sec. 4.2 Advertisement, Peddling, and Solicitation

The purpose of this section is to control commercial enterprises or sales on District property to ensure the public unimpeded use and enjoyment of the parks without being subjected to purely commercial exploitation.

a) No person shall offer for sale any articles or things, or conduct or solicit any business, trade, occupation, or profession on District property without a Permit from the District.

b) No person shall fix any placard, sign, handbill, pamphlet, circular, or any other writing or printed material or objects containing advertising matter or announcements of any kind whatsoever on any District tree, shrub, post, building, gate, sign, or other District property unless:

1) The person or organization has obtained a Permit from the District;

2) The District has expressly designated the area for such use or;

3) The person holds a valid picnic, camping, or special event Permit in which case the person may display signs to identify their location or direct others to such location, provided that such signs are temporary and are removed by the permittee at the termination of the activity and provided that such signs are no larger than 24" x 30" and are not attached to any tree shrub, post, building, gate, District sign, or other structure located on District property.

c) No person shall distribute, display, post, or fix any sign, handbill, pamphlet, circular or any other writing or printed material or objects within any District building except in areas expressly designated for such use.

Sec. 4.3 Aircraft/Model Aircraft/Drones

a) No person shall fly, cause to be flown or permit or authorize the flying of aircraft of any kind at any time over District property at an elevation lower than the minimum safety requirements established by the Federal Aviation Administration or other governmental authority, at an elevation which is lower than is reasonably safe under the circumstances, or in a manner which endangers the safety of any person on District property.

b) No person shall land, cause to be landed, or permit or authorize the landing of any aircraft on District property unless a Permit therefore has first been obtained from the District, except when necessitated by unavoidable emergency.

c) No person shall fly or cause to be flown or permit or authorize the flying of model aircraft on or over District property unless a Permit has first been obtained from the District.

d) No person shall parachute or otherwise descend from an aircraft into or onto District property or cause, permit or authorize another person to parachute or otherwise descend from any aircraft into or onto District property unless a Permit has first been obtained from the District, except when necessitated by unavoidable emergency.

Sec. 4.4 Alcoholic Liquors/Intoxication

The following terms shall have the following meanings for purposes of this section:

"Alcoholic liquor" shall have the meaning set forth in the Illinois Liquor Code, 235 ILCS 5/1-1 *et seq.*

a) No person under the influence of alcoholic liquor shall enter into, be, or remain on District property

b) No person, other than the District or its authorized agents, shall sell or deliver any alcoholic liquor on District property, unless said person has first obtained all applicable state and local liquor licenses, provides proof of dram shop liability insurance in sufficient insurance coverage limits as determined by the District, and obtains a Permit therefore from the District.

c) No person shall bring into, possess, consume, use, or transfer any alcoholic liquor on District property without having first obtained a Permit therefore from the District unless he is in or on District property where the possession or consumption of alcoholic liquor is allowed without a Permit, or unless the alcoholic liquor is legally possessed in an unopened container stored in the trunk of a motor vehicle. Every person possessing, using, consuming, or transferring alcoholic liquor pursuant to this section shall be subject to and shall comply with all applicable federal, state, local, and district laws, ordinances, rules, and regulations regarding the possession, use, consumption, or transfer of alcoholic liquor.

d) No alcohol shall be brought into park district events unless the board approved it for that specific event.

Sec. 4.5 Assault, Battery, Fighting, and Reckless Conduct

No person shall knowingly start a fight or fight or commit any assault, battery, or reckless conduct on District property.

For purposes of this section:

A person commits an assault when, without lawful authority, he engages in conduct which places another in reasonable apprehension of receiving a battery.

A person commits a battery if he intentionally or knowingly, without legal justification and by any means (1) causes bodily harm to an individual or (2) makes physical contact of an insulting or provoking nature with an individual.

A person commits reckless conduct when he causes bodily harm to or endangers the bodily state of an individual by any means if such person performs recklessly the acts which cause the harm or endangers safety regardless whether the acts are otherwise lawful or unlawful.

Sec. 4.6 Begging and Panhandling

a) No person shall beg or panhandle on District property.

Sec. 4.7 Bicycling

- a) When two or more persons in a group are operating bicycles, they shall not ride abreast, but shall ride in single file.
- b) No person shall cling or attach himself or his bicycle to any other moving vehicle.
- c) The operator of a bicycle emerging from an alley, driveway or building shall, upon approaching a sidewalk or the sidewalk area extending across any alleyway, yield the right-of-way to all pedestrians and vehicles approaching on said roadway.
- d) No person shall operate a bicycle on District property between 30 minutes after sunset and 30 minutes before sunrise, without a clear, white, properly lighted headlight, visible under normal atmospheric conditions from the front thereof for not less than 500 feet and firmly attached to the bicycle, or without a red reflector firmly attached to the bicycle, which is clearly visible in the headlight beam of an automobile for a distance of 500 feet to the rear of the bicycle.
- e) No person may operate a bicycle on playgrounds, ball fields, or tennis courts.
- f) No person shall ride a bicycle on any street or path where signs are posted prohibiting riding bicycles on those streets or paths.
- g) Bicycles shall not, at any time, in any place, be indiscriminately parked by anyone in such manner as to actually or possibly interfere with pedestrians or automobiles. No person shall leave a bicycle lying on the ground or paving or set against trees or otherwise in a place other than a bicycle rack when such is provided and there is space available. No person shall move or in any manner interfere with, any bicycle which is properly parked, nor shall any person interfere with, or, in any manner, hinder any person from properly parking a bicycle.
- h) All bicycles, when operated on roadways, shall be kept to the right and shall be operated as nearly practicable at the right-hand edge of the roadway or sidewalk.
- i) Every person operating a bicycle on District property shall observe all traffic and Illinois Vehicle Code rules and regulations applicable to motor vehicles under this chapter, except those provisions of this chapter which by their nature can have no application and except as otherwise provided by this section.

Sec. 4.8 Bribing Employees

No person shall give or offer any money, gift, privilege or article of value to any District employee, officer, or agent in order to violate the provisions of the Ordinance or any other District ordinance, contract, permit or statute of the State of Illinois and the United States or in order to gain or receive special consideration in applying for any use or privilege, or treatment in the use of District property. This section shall apply both on and off District property.

Sec. 4.9 Commercial Photography and Videography

No person shall take or cause to be taken any still or motion pictures (including video tapes), make sketches or paintings for commercial purposes or for use in commercial advertising, without first obtaining a Permit from the District.

Sec. 4.10 Disorderly Conduct

- a) No person shall commit any act in such unreasonable manner as to alarm or disturb another and to provoke a breach of the peace.
- b) No person shall engage in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which such conduct tends to cause or provoke a disturbance.
- c) No person shall commit any other act which may be defined as disorderly conduct under the Illinois Criminal Code, 720 ILCS 5/26-1,2,3, or 4.

Sec. 4.11 Drugs/Cannabis/Controlled Substances

For purposes of this section, the following words will have the following meanings:

“cannabis” means any substance so defined in the Cannabis Control Act, 720 ILCS 550/1 *et seq.*;

“controlled substance” means any substance so defined in the Illinois Controlled Substances Act, 720 ILCS 570/100 *et seq.*;

“intoxicating compounds” shall include all substances listed in the Use of Intoxicating Compounds Act, 720 ILCS 690/0.01 *et seq.*;

“under the influence” means affected by cannabis, any controlled substance, or any intoxicating compound in any determinable manner. A determination of being “under the influence” can be established by a professional opinion, a scientifically valid test, a layperson’s opinion or the statement of a witness.

a) No person shall bring, possess, sell, deliver to another person or use cannabis or any unlawful controlled substance upon District property.

b) No person unlawfully under the influence of cannabis, intoxicating compound, controlled substance, or any combination thereof, shall enter into, be, or remain on District property.

Sec. 4.12 Dumping, Polluting, and Littering

a) No person shall litter, cast, throw, drop, leave, scatter, place, pile, or otherwise dump, or deposit in any manner any kind of dirt, rubbish, placard, handbill, pamphlet, circular, book, notice, flyer, sign other promotional material, paper of any kind, ashes, garbage, waste material, snow, ice, or other substance, whether liquid or solid, or any other refuse in or upon District property except as specifically permitted by the District. Provided, however, that paper, glass, cans, garbage and other refuse resulting from picnics or other lawful use of District property shall be deposited in receptacles provided by the District for that purpose. Where receptacles are not provided, are missing, or are full to capacity, all such garbage, refuse, or other material shall be carried away from the area of use by the person responsible for its creation and presence, and properly disposed of elsewhere.

b) No person shall urinate or defecate on District property other than in toilets in restroom facilities expressly provided for such purposes.

c) No person shall drain refuse from a trailer or other vehicle on District property.

d) No person shall bathe or wash themselves or food, clothing, dishes, or other property at water outlets, fixtures or pools on District property, except at those areas designated by the District for such use.

e) No person shall pollute or contaminate District property.

f) No person shall dispose of fish remains on District property, except as expressly permitted by the District.

g) No person shall dispose of human or animal waste on District property except at designated locations or in fixtures provided for that purpose.

h) Any person violating this section shall be assessed the cost of removing any such improperly deposited substance or material and such charge shall be in addition to and not in lieu of any other penalties provided for in these Ordinances or applicable federal, state, local, and/or district laws, ordinances, rules, and regulations.

Sec. 4.13 Fires

a) No person shall light, maintain, or make use of any fire on District property, except at such places and at such times as the District may designate for such purpose and under such rules as may be prescribed by the District. In the event the District permits a person to use such a fire the person shall comply with the following requirements in addition to any other rules as may be prescribed by the District:

- 1) No fire shall ever be left unattended. Every fire shall be under the continuous care and direction of a competent adult from the time it is kindled until the time it is completely extinguished.
- 2) All fires must be properly and completely extinguished prior to any person leaving the site of the fire.
- 3) Dumping of ashes from grills is strictly prohibited except in a designated receptacle.
- 4) No person shall throw or otherwise discard lighted or smoldering material in any manner that threatens, causes damage to, or results in the burning of District property or other District resources, or creates a safety hazard.

Sec. 4.14 Fireworks

No person shall offer for sale, expose for sale, sell, possess, use, or explode any firecracker, torpedoes, skyrockets, roman candles, bombs, sparklers, rocket, squib or other fireworks of like construction, or anything containing any explosive or inflammable compound or any tablets or other device commonly used and sold as fireworks, on District property without first obtaining a Permit from the District, or unless authorized to do so by contract with the District.

Sec. 4.15 Gambling

No person shall play or engage in selling fortunes or futures, games of chance or in any other device or game of chance, hazard or skill, either as bookmaker, dealer, player or otherwise, for the purpose of gaming or gambling for money or other valuable things on district property, except at a fair, carnival or other organized event conducted permitted by the District.

Sec. 4.16 Games and Sports

No person shall engage in any sport, game, or amusement on District property where prohibited by the District. Nor shall any person walk, remain, or go upon any portion of District property designated for any particular game, sport, or amusement in such a way as to interfere with the

use of that portion of District property by persons who are using the same for the particular sport, game or amusement for which it has been designated. No person shall engage in any permitted activity in a rough or reckless manner so as to endanger, injure or damage any person or property in any way.

No person shall use a golf club, baseball bat, tennis racket, or other device, to strike, hit, propel or otherwise throw any object, such as balls or rocks, on District property, except in designated areas, and only as such device is intended to be used.

Sec. 4.17 Hindering Employees

No person shall interfere with, unreasonably disrupt, delay, or in any manner hinder any employee of the District engaged in the performance of his or her duties.

Sec. 4.18 Indecent Conduct

a) No person shall commit any indecent, lewd or lascivious act on District property, or utter any lewd or offensive words within the hearing of another person.

b) No person shall appear on District property in a state of nudity or make any indecent exposure of his person or be guilty of any other lewd or indecent act or behavior.

Sec. 4.19 Loitering

No person shall loiter or remain on District property either alone or in consort with other persons in such a manner that: (1) unreasonably obstructs the usual use of entrances, hallways, corridors, stairways, or rooms designated for specific purposes; (2) impedes or disrupts the performance of official duties by District employees; (3) prevents the general public from obtaining the administrative or recreational services provided on District property in a timely manner; (4) restrict vehicular or pedestrian traffic or restrict free ingress to and egress from District property; after being requested to leave, move, or disperse by any employee of the District, or where the District has posted a sign or signs that prohibit loitering.

Sec. 4.20 Metal Detectors

Metal detecting is permitted outside of athletic and natural areas when care is used to remove and replace the sod in a manner that does not create a hazard and minimizes disturbance to the soil.

Sec. 4.21 Minors

a) No parent, guardian, or custodian of a minor shall knowingly assist or allow such minor to do any acts on District property in violation of any law, ordinance or rule of the District. A minor is defined herein as any person who is under the age of eighteen (18) years.

b) The parent or legal guardian of an unemancipated minor who resides with such parent or legal guardian shall be liable for damages caused by the willful or malicious acts of such minor as provided in the Illinois Parental Responsibility Act, 740 ILCS 115/1, *et seq.* This section shall not affect the recovery of damages in any other course of action where the liability of the parent or legal guardian is predicated on a common law basis.

Sec. 4.22 Mob Action

No person shall engage in mob action. Mob action consists of any of the following: (i) the use of force or violence disturbing the public peace by two (2) or more persons acting together without authority of law; or (ii) the assembly of two (2) or more persons to do an unlawful act; or (iii) The assembly of two (2) or more persons, without authority of law, for the purpose of doing violence to the person or property of any one supposed to have been guilty of a violation of the law or for the purpose of exercising correctional powers or regulative powers over any person by violence.

Sec. 4.23 Obstructing Travel

No person shall set, or cause to be set or placed, any goods, wares, merchandise, or property of any kind so as to obstruct travel on District property.

Sec. 4.24 Picnics

a) Picnics may be held in any unrestricted area on District property not specifically set aside for other recreational activity. A Permit is required for group picnics involving fifteen (15) or more persons. Groups of less than fifteen persons do not require a Permit unless the group desires to reserve a designated area or shelter to the exclusion of others.

b) No person shall use, infringe upon or disturb a group in possession of a valid Permit, except under permission by the group possessing such Permit.

Sec. 4.25 Skateboarding

No person using roller skates, in-line skates, skateboards, roller skis, coasting vehicles, or similar devices on District property shall interfere with pedestrian use of sidewalks or use of the streets by vehicles, or otherwise act negligently, recklessly or without due caution or in any manner so as to endanger any person or property. No person shall use

such devices on any District property where such use has been posted as prohibited.

Sec. 4.26 Sleeping in Parks/Vagrancy

a) No person shall sleep on District property between 10:00 p.m., and 6:00 a.m., except when authorized to do so by a Permit from the District.

Sec. 4.27 Sledding/Snowboarding/Ice Skating

a) No person shall ice skate, sled, toboggan, inner tube, ski, snowboard, slide, or engage in similar activities on District property except at such times and places as the District may designate for such purposes.

b) No person shall engage in any such activity in a reckless manner that endangers that person or others, or at a speed greater than is safe and proper under the circumstances.

c) No person shall tow, push, pull, or otherwise propel another person on skis, sled, or other sliding device by use of any vehicle on District property.

Sec. 4.28 Sound and Energy Amplification

No person shall play or operate any sound amplification devices including public address systems, musical instruments and the like, or operate any other energy amplification device or musical instrument without a Permit from the District, and no such permit shall be issued or maintained where sound produced by such devices is judged by the Executive Director or his or her designee to be a public annoyance.

No person shall make or causes to be made any excessively loud or unreasonable noise which disturbs the peace. For purposes of this subsection, excessively loud or unreasonable noise is defined as noise inconsistent with or not reasonably attendant to appropriate and customary park and recreational activities, considering the nature and purpose of the actor's conduct, location, time of day or night, and other factors that would govern the conduct of a reasonably prudent person under the circumstances. This section shall include, without limitation, the loud or amplified playing of any type of audio equipment, radio or stereo, noisemaker, musical instrument, or sound equipment. This section shall not apply to the playing of any musical instrument, public speaking, or the amplification thereof, in conjunction with activities conducted, sponsored, licensed or otherwise permitted by the District.

Sec. 4.29 Swimming

No person shall bath, swim, wade, float, splash, or otherwise enter District waters other than at a designated swimming area. Users of designated swimming areas shall comply with all policies, rules and regulations as the

District may designate for such activities, including those pertaining to swimming pools.

Sec. 4.30 Throwing Missiles

No person shall throw or cast any stones or other missiles on District property, except where such throwing or casting is involved in a recognized game or recreational activity, and then only upon such portions of District property as may be designated.

Sec. 4.31 Weapons and Firearms

- a) No person other than police officers shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any gun or firearm or portion thereof upon District property, except designated shooting ranges.
- b) No person shall bring, attempt to bring, carry, or have in his vehicle, or use in any way, any knife having a blade longer than 3 inches, any air gun, pellet gun, or sling shot on District property.
- c) No person shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any explosives, ammunition, or incendiary device.
- d) No person shall bring, attempt to bring, carry or use in any way, any bow or arrow upon District property except as approved by the District as part of a directly supervised park program.
- e) No person shall use or explode any toy pistol, toy cannon, toy cane, or toy gun in which explosives are used, or use or explode any blank cartridge, on District property except that starter pistols may be used for sporting or athletic events authorized by the District.

Chapter 5. Vehicles

For purposes of this article, the terms used herein shall have the meanings assigned under the Illinois Vehicle Code (625 ILCS 5/1-1 *et seq.*).

Sec. 5.1 ATV's and Off-Highway Motorcycles

No person shall drive or operate any ATV or off-highway motorcycle on District property, except when such vehicles are used by law enforcement officers or District employees or agents for law enforcement or District purposes.

Sec. 5.2 Driving Under the Influence

No person shall drive or otherwise operate nor attempt to drive or otherwise operate a vehicle on District property while under the influence of alcoholic liquor, cannabis, controlled substance, or any other intoxicating compound, drugs, or any combination thereof.

Sec. 5.3 Driving Upon Sidewalk or Paths

No person shall drive any motor vehicle District property upon a sidewalk, sidewalk area or paths located on District property except upon a permanent or duly authorized temporary driveway or for routine maintenance, utility or emergency service or for special delivery or pickup involving goods or customer services. A person found guilty of violating this section shall be fined in an amount no less than \$500.00 but no greater than \$2,500.00.

Sec. 5.4 Parking, Standing, or Stopping

- a) No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition and removing the keys.
- b) No person shall park a vehicle on District property except in established or designated parking areas, in accordance with the posted directions and markings or with the directions of any attendant who may be present.
- c) No person shall park any vehicle or allow any vehicle to remain parked on District property beyond the normal closing hour of the District, except when a different closing hour has been designated by the District for that area or unless express written permission therefore has first been obtained from the District.
- d) No person shall stop, stand, or park any vehicle on District property so as to obstruct or interfere with traffic or travel or endanger the public safety, and no person shall stop, stand, or park any vehicle in any of the following places except when otherwise designated, or when necessary to

avoid conflict with other traffic or when in compliance with the directions of a District employee:

- 1) On the left side of any roadway;
- 2) On parkways, lawn areas, and grounds;
- 3) In front of a public or private driveway;
- 4) Within any intersection;
- 5) Within any crosswalk;
- 6) Within 20 feet of any intersection or crosswalk;
- 7) Within 30 feet of any stop sign or traffic control signal, other than in a marked parking space;
- 8) On the roadway side of any vehicle stopped or parked at the edge or curb of the roadway ("double parking");
- 9) In a position to block another vehicle lawfully parked;
- 10) On any sidewalk;
- 11) At any place where official signs or other markings prohibit parking, or where curbs have been painted yellow;
- 12) Within 15 feet of a fire hydrant;
- 13) In a fire lane or within 8 feet of the entrance to a fire lane;
- 14) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of such entrance (when properly signposted);
- 15) Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by signs or markings;
- 16) Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;
- 17) Upon any bridge or other elevated structure upon a roadway, or within a roadway tunnel;

18) On any railroad tracks or within 50 feet of the nearest rail of a railroad crossing;

19) On a controlled access roadway;

20) At any place or time where a permit or sticker is required by the District for parking unless the required permit or sticker has been obtained and is displayed on the vehicle.

e) No person shall park a vehicle upon any roadway or in any public off street parking facility on District property for any of the following purposes:

1) To display such vehicle for sale; or

2) To perform maintenance or repair of such vehicle, except for repairs necessitated by an emergency; or

3) To sell goods or services from such vehicle unless authorized by the park district.

f) Notwithstanding any contrary provision contained in this section the operator of an authorized emergency vehicle may park or stand irrespective of the provisions of this Ordinance.

g) No person shall move a vehicle not lawfully under his control into any such prohibited area or away from a curb such distance as is unlawful.

h) Except as otherwise provided, every vehicle stopped or parked upon a one-way roadway on District property shall be so stopped or parked parallel to the curb or edge of the roadway, in the direction of authorized traffic movement, with its righthand wheels within twelve (12) inches of the righthand curb or as close as practicable to the right edge of the righthand shoulder or, where permitted, with its lefthand wheels within twelve (12) inches of the lefthand curb or as close as practicable to the left edge of the lefthand shoulder.

i) Penalty Provisions for Parking Violations.

1) Whenever any vehicle is parked in violation of any parking provision of this section, any law enforcement officer observing such violation may issue a parking violation notice and serve the notice on the owner of the vehicle by handing it to the operator of the vehicle if he is present or by affixing it to the vehicle in a conspicuous place. The issuer of the notice shall specify on the notice his identification number, the particular parking regulation allegedly violated, the make

and state registration number of the cited vehicle, and the place, date, time, and nature of the alleged violation and shall certify the correctness of the specified information by signing his name to the notice.

2) A parking violation notice issued, signed, and served in accordance with this section, or a copy of such notice, shall be deemed prima facie correct and shall be prima facie evidence of the correctness of the facts shown therein. The notice or copy thereof shall be admissible in any subsequent administrative or legal proceeding.

3) Any violation of the parking provisions of this section or any provision of the Illinois Vehicle Code prohibiting or restricting vehicular standing or parking shall be a civil offense punishable by fine, and no criminal penalty, or civil sanction other than that prescribed in this section, shall be imposed.

4) Any person who violates or fails to comply with any provision of this section shall be fined not less than \$30.00 and not more than \$750.00 for each offense.

Sec. 5.5 Riding Outside Vehicles

a) No person shall ride upon the fenders, running boards, bumpers, hood, or any other exterior part of any vehicle on District property.

b) No person shall cling or attach himself, his vehicle, or any other object, to any other vehicle on District property.

Sec. 5.6 Right-of-Way

a) Every operator of a vehicle shall yield the right-of-way to a pedestrian at any marked crosswalk or within any unmarked crosswalk at any intersection on District property.

b) Every operator of a vehicle shall exercise due care to avoid colliding with pedestrians upon any roadway on District property.

c) Every pedestrian crossing at a roadway on District property at any point other than within a marked crosswalk or within an unmarked crosswalk at any intersection shall yield the right of way to vehicles upon the roadway.

d) Except as otherwise provided herein, the operator of a vehicle approaching an intersection on District property shall yield the right-of-way to a vehicle that has already entered the intersection from a different roadway. When two (2) vehicles approach an unmarked intersection from different roadways at approximately the same time, the operator of the vehicle on the left shall yield the right-of-way to the vehicle on the right.

Sec. 5.7 Snowmobiles

For purposes of this subsection, a “snowmobile” shall be defined as any self-propelled vehicle intended for travel primarily on snow, driven by a track or tracks in contact with the snow, and steered by ski or skis in contact with the snow.

No person shall drive, ride, or otherwise operate a snowmobile on District property.

Sec. 5.8 Speed Limit

No person shall operate, propel or cause to be propelled a vehicle on any road, drive, or parking area at a speed greater than the speed limit posted along the right-of-way or, in the absence of such posted limit, at a speed in excess of 10 miles per hour.

Sec. 5.9 Towing

Any unattended vehicle in violation of any provision of this ordinance may be towed at owner’s expense.

Chapter 6. Permits

Sec. 6.1 Permit Process

For purposes of this section, the term “exercise of First Amendment rights” shall include, without limitation, parades, marches, demonstrations, rallies, religious services, speeches, solicitation of votes, petition signatures or contributions, picketing and leafleting.

a) Permits may be granted upon proper application and approval where the applicable section of these Ordinances or any other District ordinance, policy, rule, or regulation requires a Permit in order to engage in a particular use or activity.

b) Every person requesting a Permit shall complete and file a written application with the Executive Director or his or her designee on forms provided by the District and pay applicable application fees at the District’s administrative offices located at 102 E. Wesley Street, Wheaton, IL 60187. The application shall be dated and stamped when received and a receipt shall be issued to the applicant.

c) Unless otherwise provided in another section of these Ordinances or District ordinance, rule, or regulation, all applications for Permits not involving the exercise of First Amendment rights must be received by the District at least twenty-one (21) calendar days prior to the use for which a Permit is sought. Applications for Permits involving the exercise of First Amendment rights must be received by the District at least three working days prior to the event requested.

d) Except for applications for Permits involving a commercial activity or for the sale or delivery of alcoholic beverages, the District shall issue the requested Permit without unreasonable delay unless:

1) The proposed activity violates any federal, state, local, or District law, rule, or regulation;

2) A prior application for a Permit for the same date, time, and location has been or will be granted and the use authorized by that Permit does reasonably allow multiple occupancy of that particular location by more than one permittee;

3) The proposed use is of such a nature that it cannot reasonably be accommodated in the particular location applied for, considering, without limitation, the likelihood of such things as damage to District resources or facilities, damage to an environmentally sensitive or protected area’s ecosystem, impairment of a protected

area's atmosphere of peace and tranquility, unreasonable interference with District functions, buildings, facilities, operations, programs or activities, or unreasonable interference with the use or purpose of the District property applied for;

4) The proposed use would substantially impair the operation or use of facilities or services of District concessionaires or contractors; or

5) The proposed use would so dominate the use of District property as to preclude other persons from using and enjoying them.

e) If the application is approved, the District shall issue a written Permit to the applicant. If the application is denied, the District shall issue the applicant written reasons for denying the application.

f) If an application is denied on the basis of a scheduling conflict or inappropriateness of the location, duration, or time of the activity, the District will make a reasonable effort to arrange an alternative location, duration, or time that is acceptable to the applicant. If the District denies an application pursuant to section (specific sections), or the applicant is dissatisfied with such Permit as issued, he may appeal the decision to the Park Board. All other decisions on the issuance of Permits by the Executive Director or his designee are final.

h) Any Permit granted by the District shall contain lawful prerequisites to the issuing of the Permit and restrictions on the conduct of the permitted use including without limitation: payment of a reasonable fee; general liability insurance coverage; an agreement to fully indemnify and hold the District harmless from any liability or costs resulting from the use; a requirement that the persons involved in the use observe all federal, state, local, and District laws, ordinances, rules, and regulations; time, duration, and location restrictions; restoration deposit; a written agreement by the applicant to fully restore any District property soiled or damaged by the use; and, any reasonable restriction necessary for the efficient and orderly contemporaneous administration of the use, other activities with a Permit and regular District uses, functions, programs, and activities.

i) Any person holding a valid Permit issued by the District for use of District property may use that District property to the exclusion of any other person except the District and its employees and authorized agents.

j) Subject to the terms of subsection (g) above, the District may make necessary changes or place necessary additional restrictions on any Permit after it has been issued.

k) Violation of the terms, restrictions and conditions contained in the Permit may result in the suspension or revocation of the Permit.

l) Unless as specifically provided elsewhere in the Ordinances, no Permit shall be issued for a period in excess of seven (7) consecutive calendar days. A Permit may be extended for like periods of time pursuant to a new application, unless another person has requested use of the same location and use of that location by more than one permittee is not reasonably possible.

Chapter 7. Offenses Affecting Park Functions

Sec. 7.1 Police/Security Force

The **Wheaton Police Department** shall be responsible for the enforcement of all federal, state, local, and District laws, ordinances, rules, and regulations on District property.

All city, county, state and other law enforcement authorities shall be authorized to enforce all laws and regulations, including District ordinances, on District property.

Sec. 7.2 General Penalty

- a) Where an act or omission is prohibited or declared unlawful and no penalty or fine or imprisonment is otherwise provided, the offending person shall be fined not less than \$500 nor more than \$2,500 for each offense. Each day that a violation continues shall be deemed a separate offense. In addition to any fine, the District may revoke the privilege to use all or some of the facilities of the District for such length of time as is determined appropriate by the District.
- b) In case of amendment of any section of these Ordinances containing the provisions for which a penalty is provided in another section, the penalty so provided in such other section shall relate to the section so amended or the amending section, whether re-enacted in the amendatory ordinance or not unless such penalty is specifically repealed therein.
- c) No provisions of these Ordinances designating the duties of any officer or employee shall be construed as to make such officer or employee liable for any fine or penalty provided in these Ordinances for a failure to perform such duty, unless the intention of the Board to impose such a fine or penalty on such officer or employee is specifically and clearly expressed in the section creating the duty.

WHEATON PARK DISTRICT



Financial Overview

September, 2017

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WPD Summary

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues	37,279,817	9,220,401	8,999,374	221,027	2.46%	30,052,488	29,352,125	700,363	2.39%
5-Expenses	(43,004,310)	(3,826,531)	(3,554,114)	(272,417)	-7.66%	(23,416,684)	(21,412,400)	(2,004,284)	-9.36%
Grand Total	(5,724,493)	5,393,870	5,445,260	(51,390)	-0.94%	6,635,804	7,939,725	(1,303,921)	-16.42%

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
4-Revenues	4,503,366	1,366,427	1,660,173	(293,745)	-17.69%	4,272,934	4,243,135	29,799	0.70%
5-Expenses	(5,033,755)	(664,066)	(595,447)	(68,619)	-11.52%	(3,540,341)	(3,282,197)	(258,144)	-7.86%
10-General Total	(530,389)	702,361	1,064,726	(362,364)	-34.03%	732,594	960,939	(228,345)	-23.76%
20-Recreation									
4-Revenues	9,734,671	1,599,679	1,955,377	(355,697)	-18.19%	8,301,974	8,206,166	95,808	1.17%
5-Expenses	(10,847,069)	(1,415,594)	(1,440,777)	25,183	1.75%	(8,024,493)	(7,929,520)	(94,973)	-1.20%
20-Recreation Total	(1,112,398)	184,085	514,600	(330,515)	-64.23%	277,482	276,647	835	0.30%
22-Cosley Zoo									
4-Revenues	1,575,215	515,822	409,077	106,745	26.09%	1,451,058	1,226,610	224,448	18.30%
5-Expenses	(1,364,229)	(169,041)	(160,416)	(8,625)	-5.38%	(988,393)	(919,494)	(68,900)	-7.49%
22-Cosley Zoo Total	210,986	346,781	248,661	98,120	39.46%	462,664	307,116	155,549	50.65%
30-Debt Service									
4-Revenues	5,003,050	2,895,241	2,151,941	743,300	34.54%	4,416,585	4,369,613	46,972	1.07%
5-Expenses	(5,006,263)	(250)	(250)	0	0.00%	(428,055)	(496,719)	68,664	13.82%
30-Debt Service Total	(3,213)	2,894,991	2,151,691	743,300	34.54%	3,988,530	3,872,894	115,636	2.99%
40-Capital Projects									
4-Revenues	4,246,453	614,951	630,469	(15,518)	-2.46%	2,104,070	2,025,709	78,361	3.87%
5-Expenses	(8,772,009)	(581,279)	(323,496)	(257,783)	-79.69%	(3,119,374)	(1,746,790)	(1,372,584)	-78.58%
40-Capital Projects Total	(4,525,555)	33,672	306,974	(273,302)	-89.03%	(1,015,304)	278,919	(1,294,223)	-464.01%
60-Golf Fund									
4-Revenues	9,910,645	1,690,128	1,654,037	36,091	2.18%	7,838,472	7,618,286	220,186	2.89%
5-Expenses	(9,672,329)	(833,850)	(887,001)	53,151	5.99%	(5,924,883)	(5,723,573)	(201,310)	-3.52%
60-Golf Fund Total	238,316	856,278	767,036	89,242	11.63%	1,913,589	1,894,713	18,876	1.00%
70-Information Technology ISF									
4-Revenues	465,722	116,428	87,033	29,395	33.78%	349,293	261,116	88,176	33.77%
5-Expenses	(465,712)	(20,678)	(13,189)	(7,488)	-56.78%	(254,639)	(228,904)	(25,735)	-11.24%
70-Information Technol	10	95,751	73,843	21,907	29.67%	94,654	32,213	62,441	193.84%
75-Health Insurance ISF									
4-Revenues	1,840,694	421,725	451,268	(29,543)	-6.55%	1,318,102	1,401,489	(83,387)	-5.95%
5-Expenses	(1,842,944)	(141,773)	(133,537)	(8,236)	-6.17%	(1,136,507)	(1,085,204)	(51,303)	-4.73%
75-Health Insurance ISF	(2,250)	279,952	317,731	(37,779)	-11.89%	181,595	316,285	(134,690)	-42.58%
Grand Total	(5,724,493)	5,393,870	5,445,260	(51,390)	-0.94%	6,635,804	7,939,725	(1,303,921)	-16.42%

AGC Month & YTD Summary

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
60-Golf Fund									
000-Administration									
4-Revenues	1,578,916	794,155	766,395	27,760	3.62%	1,596,641	1,562,906	33,736	2.16%
5-Expenses	(2,802,070)	(115,658)	(128,770)	13,112	10.18%	(988,499)	(910,547)	(77,952)	-8.56%
000-Administration Total	(1,223,154)	678,497	637,625	40,872	6.41%	608,142	652,358	(44,217)	-6.78%
101-Parks Maintenance									
5-Expenses	(25,048)	(2,484)	(2,403)	(82)	-3.39%	(20,512)	(19,380)	(1,132)	-5.84%
101-Parks Maintenance Total	(25,048)	(2,484)	(2,403)	(82)	-3.39%	(20,512)	(19,380)	(1,132)	-5.84%
601-Golf Maintenance									
4-Revenues	0	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(1,262,737)	(137,562)	(148,754)	11,193	7.52%	(1,000,921)	(955,398)	(45,523)	-4.76%
601-Golf Maintenance Total	(1,262,737)	(137,562)	(148,754)	11,193	7.52%	(1,000,921)	(955,398)	(45,523)	-4.76%
611-Pro Shop/Golf Fees									
4-Revenues	2,521,700	305,361	277,936	27,425	9.87%	2,075,987	1,940,674	135,313	6.97%
5-Expenses	(839,657)	(64,064)	(98,149)	34,086	34.73%	(527,171)	(582,479)	55,308	9.50%
611-Pro Shop/Golf Fees Total	1,682,043	241,297	179,787	61,510	34.21%	1,548,816	1,358,195	190,621	14.03%
612-Food and Beverage									
4-Revenues	5,795,029	590,613	609,706	(19,093)	-3.13%	4,165,844	4,114,706	51,138	1.24%
5-Expenses	(4,733,382)	(514,063)	(508,905)	(5,158)	-1.01%	(3,386,996)	(3,255,687)	(131,309)	-4.03%
612-Food and Beverage Total	1,061,648	76,550	100,801	(24,251)	-24.06%	778,847	859,019	(80,172)	-9.33%
613-Cross Country Skiing									
4-Revenues	15,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses	(9,436)	(21)	(20)	(0)	-0.85%	(783)	(82)	(701)	-854.82%
613-Cross Country Skiing Total	5,564	(21)	(20)	(0)	-0.85%	(783)	(82)	(701)	-854.82%
60-Golf Fund Total	238,316	856,278	767,036	89,242	11.63%	1,913,589	1,894,713	18,876	1.00%
Grand Total	238,316	856,278	767,036	89,242	11.63%	1,913,589	1,894,713	18,876	1.00%

Cosley Zoo Analysis

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
Cosley Zoo									
4-Revenues									
41-Taxes	995,904	456,073	356,992	99,081	27.75%	944,920	830,475	114,445	13.78%
42-Charges for Services	482,686	40,672	37,071	3,600	9.71%	416,566	323,436	93,130	28.79%
44-Rentals	54,000	6,902	6,466	436	6.74%	51,371	42,727	8,644	20.23%
45-Product Sales	1,925	(85)	860	(945)	-109.88%	1,092	1,849	(757)	-40.92%
46-Grants & Donations	40,500	12,146	7,333	4,813	65.64%	35,795	27,180	8,616	31.70%
47-Misc. Income	0	0	0	0	0.00%	336	313	23	7.44%
48-Interest Income	200	114	354	(240)	-67.91%	977	630	347	55.04%
49-Transfers In	0								
4-Revenues Total	1,575,215	515,822	409,077	106,745	26.09%	1,451,058	1,226,610	224,448	18.30%
5-Expenses									
51-Salaries & Wages	(835,029)	(94,727)	(90,970)	(3,758)	-4.13%	(627,442)	(601,761)	(25,681)	-4.27%
52-Contractual Services	(314,967)	(55,797)	(53,978)	(1,820)	-3.37%	(218,371)	(203,231)	(15,140)	-7.45%
53-Supplies	(161,165)	(13,063)	(11,813)	(1,251)	-10.59%	(108,460)	(81,397)	(27,063)	-33.25%
54-Other Charges	(51,690)	(5,108)	(3,656)	(1,452)	-39.72%	(33,087)	(33,105)	18	0.05%
57-Capital	(1,377)	(344)	0	(344)	0.00%	(1,033)	0	(1,033)	0.00%
59-Transfers Out	0								
5-Expenses Total	(1,364,229)	(169,041)	(160,416)	(8,625)	-5.38%	(988,393)	(919,494)	(68,900)	-7.49%
Cosley Zoo Total	210,986	346,781	248,661	98,120	39.46%	462,664	307,116	155,549	50.65%
Foundation									
Concessions									
1-Concession Sales	70,000	5,406	6,082	(676)	-11.12%	59,197	61,373	(2,176)	-3.55%
2-Concession COGS	(20,000)	(1,991)	(3,327)	1,336	40.15%	(17,801)	(18,216)	414	2.27%
3-Concession Supplies	(2,000)	(109)	(196)	86	43.97%	(1,449)	(1,286)	(163)	-12.66%
Concessions Total	48,000	3,305	2,559	746	29.14%	39,947	41,872	(1,925)	-4.60%
Gift Shop									
1-Gift Shop Sales	100,000	8,949	10,377	(1,427)	-13.75%	88,699	85,843	2,855	3.33%
2-Gift Shop COGS	(40,500)	(6,565)	(5,815)	(750)	-12.90%	(32,943)	(20,138)	(12,805)	-63.59%
Gift Shop Total	59,500	2,384	4,562	(2,177)	-47.73%	55,755	65,705	(9,950)	-15.14%
Concession & Gift Shop									
4-Concession & Gift Shop Wages	(54,280)	(7,126)	(8,130)	1,005	12.36%	(42,323)	(48,441)	6,118	12.63%
Concession & Gift Shop Total	(54,280)	(7,126)	(8,130)	1,005	12.36%	(42,323)	(48,441)	6,118	12.63%
Foundation Total	53,220	(1,436)	(1,009)	(427)	-42.31%	53,379	59,135	(5,756)	-9.73%
Grand Total	264,206	345,345	247,652	97,693	39.45%	516,043	366,251	149,792	40.90%

Cash & Investments

Description	Current		
	Month	Prior Month	Month, Prior Year
Operating Funds			
10-General	4,199,850	3,474,059	4,024,721
20-Recreation	4,243,620	4,113,721	5,067,694
21-Special Recreation	360,183	86,356	791,278
22-Cosley Zoo	874,960	500,409	581,835
23-Liability	484,741	472,554	540,654
24-Audit	41,332	7,435	33,969
25-FICA	422,422	188,327	374,812
26-IMRF	711,904	470,841	666,818
30-Debt Service	4,832,180	1,937,189	4,718,611
60-Golf Fund	5,878,138	5,140,516	5,710,294
70-Information Technology ISF	118,598	22,848	53,514
75-Health Insurance ISF	451,993	170,669	583,242
Total Operating Funds	22,619,922	16,584,925	23,147,441
Capital Funds			
40-Capital Projects	6,862,098	6,828,842	7,090,476
Total Capital Funds	6,862,098	6,828,842	7,090,476
Total District Funds	29,482,020	23,413,767	30,237,916

Fund Balance Target Analysis
September, 2017

	General 10	Recreation 20	Cosley 22	Insurance Liability 23	Audit 24	FICA 25	IMRF 26	Debt Service 30	Golf 60
Basis of Measurement:									
Budgeted expenditures less budget capital expenditures	3 to 4 months	> 2 months	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	3 to 6 month	\$5,000	2 - 4 months
FY 2017 Budget Basis:									
Budgeted expenditures less budgeted capital expenditures	4,160,459	9,055,750	1,362,851	585,313	30,264	581,788	796,680	4,093,072	9,246,707
FY 2017 Targets									
Target Minimum	1,040,110	1,509,290	340,710	146,330	7,570	145,450	199,170	5,000	1,541,120
Target Maximum	1,386,820	None	681,430	292,660	15,130	290,890	398,340	None	3,082,240
Fund Balance as of September, 2017									
Fund Balance as of 12/31/2016	3,309,439	2,718,242	425,584	401,200	34,225	278,955	424,226	845,559	
Net Profit (Loss) YTD thru September, 2017	732,594	277,482	462,664	83,707	7,126	126,362	172,449	3,988,530	
Fund Balance as of September, 2017	4,042,032	2,995,723	888,248	484,906	41,351	405,317	596,675	4,834,089	
Cash & Investments 12/31/2016									1,688,579
Cash & Investments September, 2017									5,878,138
Analysis Results									
	Over Maximum Target by	Over Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Maximum Target by	Over Target Minimum by	Over Maximum Target by
Variances									
Amount over maximum or (under minimum)	2,655,212		206,818	192,246	26,221	114,427	198,335		2,795,898
Amount over target or (under target)		1,486,433						4,829,089	

All Funds

Investment Report

Description	Current Balance	Prior Month Balance	Prior Year Balance
1110-Certificates of Deposit			
10-General	4,817,245	3,390,117	4,129,276
20-Recreation	5,220,758	3,968,796	5,225,675
21-Special Recreation	397,255	84,242	682,475
22-Cosley Zoo	661,153	282,684	249,400
23-Liability	478,275	290,300	283,296
24-Audit	7,418	7,418	3,998
25-FICA	255,896	187,710	247,585
26-IMRF	683,855	528,768	534,126
30-Debt Service	3,023,840	1,936,855	3,277,620
40-Capital Projects	6,176,940	5,571,376	4,897,256
60-Golf Fund	3,814,463	3,423,034	4,520,599
75-Health Insurance ISF	94,099	94,099	493,784
Total Certificates of Deposit	25,631,198	19,765,398	24,545,091
1120-Treasuries			
10-General	0	0	0
20-Recreation	0	0	0
23-Liability	0	0	0
24-Audit	0	0	0
30-Debt Service	0	0	0
40-Capital Projects	0	0	0
60-Golf Fund	0	0	0
Total Treasuries	0	0	0
1122-Agencies			
10-General	0	0	0
20-Recreation	0	0	0
23-Liability	0	0	0
24-Audit	0	0	0
30-Debt Service	0	0	0
40-Capital Projects	0	0	0
60-Golf Fund	0	0	0
Total Agencies	0	0	0
Total Investments	25,631,198	19,765,398	24,545,091

General Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	(617,395)	83,943	(104,556)
11-Investments	4,817,245	3,390,117	4,129,276
12-Receivables	3,995,959	3,991,346	3,986,710
13-Interfund Receivables	0	0	0
14-Inventory	1,761	1,839	1,917
16-Prepaid/Deposits/Escrows	2,152	2,152	3,336
Total Assets	8,199,722	7,469,396	8,016,684
Liabilities			
20-ST Payables	(11,850)	(4,364)	(12,780)
21-Payroll Payables	(98,628)	(77,899)	(74,780)
22-Accruals	(55,604)	(55,604)	(62,494)
23-Interfund Payables	0	0	0
24-Unearned Revenues	(3,975,186)	(3,975,186)	(3,953,479)
25-Escheats and Facility Deposits	(16,422)	(16,672)	(9,292)
Total Liabilities	(4,157,690)	(4,129,725)	(4,112,824)
30-Fund Balance	(4,042,032)	(3,339,671)	(3,903,860)
Liabilities and Fund Balance	(8,199,722)	(7,469,396)	(8,016,684)

Recreation BS

Recreation Fund Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	(977,138)	144,925	(157,981)
11-Investments	5,220,758	3,968,796	5,225,675
12-Receivables	4,227,627	4,301,082	4,181,145
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	1,903	1,853	1,046
Total Assets	8,473,149	8,416,655	9,249,884
Liabilities			
20-ST Payables	(320,125)	(319,366)	(314,557)
22-Accruals	(119,214)	(119,214)	(89,112)
24-Unearned Revenues	(5,031,821)	(5,159,122)	(5,068,084)
25-Escheats and Facility Deposits	(6,265)	(7,315)	(15,970)
Total Liabilities	(5,477,426)	(5,605,017)	(5,487,723)
30-Fund Balance	(2,995,723)	(2,811,638)	(3,762,161)
Liabilities and Fund Balance	(8,473,149)	(8,416,655)	(9,249,884)

Zoo BS

Zoo Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	213,808	217,726	332,435
11-Investments	661,153	282,684	249,400
12-Receivables	1,052,231	1,072,088	919,443
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
Total Assets	1,927,191	1,572,497	1,501,277
Liabilities			
20-ST Payables	0	0	0
22-Accruals	(28,716)	(28,716)	(25,007)
24-Unearned Revenues	(1,010,227)	(1,002,314)	(882,550)
Total Liabilities	(1,038,943)	(1,031,030)	(907,557)
30-Fund Balance	(888,248)	(541,467)	(593,721)
Liabilities and Fund Balance	(1,927,191)	(1,572,497)	(1,501,277)

Debt BS

Debt Service Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	1,808,340	335	1,440,991
11-Investments	3,023,840	1,936,855	3,277,620
12-Receivables	4,288,554	4,288,554	4,308,766
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	9,120,734	6,225,743	9,027,377
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	(4,286,645)	(4,286,645)	(4,308,766)
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(4,286,645)	(4,286,645)	(4,308,766)
30-Fund Balance	(4,834,089)	(1,939,098)	(4,718,611)
Liabilities and Fund Balance	(9,120,734)	(6,225,743)	(9,027,377)

Cap BS

Capital Projects Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	685,158	1,257,466	2,193,220
11-Investments	6,176,940	5,571,376	4,897,256
12-Receivables	31,161	30,745	72,181
13-Interfund Receivables	0	0	0
14-Inventory	0	0	0
15-Other Receivables	0	0	0
16-Prepaid/Deposits/Escrows	0	0	0
17-Other Assets	0	0	0
19-Capital Assets	0	0	0
Total Assets	6,893,260	6,859,588	7,162,657
Liabilities			
20-ST Payables	(7,826)	(7,826)	(7,574)
21-Payroll Payables	0	0	0
22-Accruals	(4,960)	(4,960)	(3,451)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	(12,786)	(12,786)	(11,026)
30-Fund Balance	(6,880,474)	(6,846,802)	(7,151,631)
Liabilities and Fund Balance	(6,893,260)	(6,859,588)	(7,162,657)

AGC BS

Arrowhead Golf Club Fund **Balance Sheet**

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	2,063,675	1,717,481	1,189,695
11-Investments	3,814,463	3,423,034	4,520,599
12-Receivables	1,584,240	1,587,299	1,542,657
13-Interfund Receivables	0	0	0
14-Inventory	142,808	109,952	120,439
15-Other Receivables	23,000	23,000	25,000
16-Prepaid/Deposits/Escrows	38,476	26,355	36,022
17-Other Assets	0	0	0
19-Capital Assets	18,130,628	18,130,628	18,181,982
Total Assets	25,797,290	25,017,750	25,616,395
Liabilities			
20-ST Payables	(1,364,089)	(1,372,049)	(1,282,215)
21-Payroll Payables	0	0	(7,905)
22-Accruals	(198,848)	(198,848)	(173,300)
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Escheats and Facility Deposits	(383,668)	(452,446)	(423,957)
26-Long-Term Debt	(6,713,197)	(6,713,197)	(7,851,766)
27-LT Vacation Accruals	(88,500)	(88,500)	(77,680)
Total Liabilities	(8,748,301)	(8,825,039)	(9,816,823)
30-Fund Balance	(17,048,989)	(16,192,711)	(15,799,571)
Liabilities and Fund Balance	(25,797,290)	(25,017,750)	(25,616,395)

IST BS

Information Technology

Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	118,598	22,848	53,514
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	5,487	5,487	8,130
17-Other Assets	0	0	0
19-Capital Assets	20,171	20,171	46,658
Total Assets	144,256	48,505	108,301
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	(144,256)	(48,505)	(108,301)
Liabilities and Fund Balance	(144,256)	(48,505)	(108,301)

Health BS

Health Insurance Fund
Balance Sheet

Description	Current Balance	Prior Month Balance	Prior Year Balance
Assets			
10-Cash & Cash Equivalents	357,894	76,569	89,458
11-Investments	94,099	94,099	493,784
12-Receivables	1,545	1,147	3,940
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	453,539	171,815	587,182
Liabilities			
20-ST Payables	0	0	0
21-Payroll Payables	(1,694)	78	(647)
22-Accruals	4,540	4,540	0
23-Interfund Payables	0	0	0
24-Unearned Revenues	0	0	0
25-Escheats and Facility Deposits	0	0	0
26-Long Term-Debt	0	0	0
27-LT Vacation Accruals	0	0	0
Total Liabilities	2,846	4,618	(647)
30-Fund Balance	(456,385)	(176,433)	(586,535)
Liabilities and Fund Balance	(453,539)	(171,815)	(587,182)

Major & Internal Service Funds

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
4-Revenues									
41-Taxes	3,952,666	1,268,396	1,611,129	(342,733)	-21.27%	3,750,348	3,747,988	2,360	0.06%
42-Charges for Services	275,200	(5,734)	8,401	(14,135)	-168.25%	230,020	256,561	(26,541)	-10.34%
43-Debt Proceeds	0								
44-Rentals	87,500	7,000	7,214	(214)	-2.97%	68,880	69,694	(814)	-1.17%
45-Product Sales	18,900	13,335	(18)	13,353	74185.72%	17,874	2,863	15,011	524.31%
46-Grants & Donations	156,900	33,071	33,109	(38)	-0.12%	137,112	135,498	1,614	1.19%
47-Misc. Income	5,700	50,351	2	50,349	2517463.00%	57,865	25,180	32,685	129.81%
48-Interest Income	6,500	8	335	(327)	-97.70%	10,835	5,352	5,483	102.46%
49-Transfers In	0								
4-Revenues Total	4,503,366	1,366,427	1,660,173	(293,745)	-17.69%	4,272,934	4,243,135	29,799	0.70%
5-Expenses									
51-Salaries & Wages	(2,165,154)	(232,557)	(213,548)	(19,009)	-8.90%	(1,605,964)	(1,556,335)	(49,629)	-3.19%
52-Contractual Services	(1,177,762)	(181,007)	(199,150)	18,143	9.11%	(780,823)	(810,253)	29,430	3.63%
53-Supplies	(516,314)	(38,119)	(53,150)	15,031	28.28%	(290,237)	(284,101)	(6,136)	-2.16%
54-Other Charges	(301,229)	(25,261)	(4,600)	(20,661)	-449.16%	(188,266)	(134,614)	(53,652)	-39.86%
57-Capital	(271,905)	(36,775)	0	(36,775)	0.00%	(224,007)	(121,893)	(102,114)	-83.77%
59-Transfers Out	(601,391)	(150,348)	(125,000)	(25,348)	-20.28%	(451,043)	(375,000)	(76,043)	-20.28%
5-Expenses Total	(5,033,755)	(664,066)	(595,447)	(68,619)	-11.52%	(3,540,341)	(3,282,197)	(258,144)	-7.86%
10-General Total	(530,389)	702,361	1,064,726	(362,364)	-34.03%	732,594	960,939	(228,345)	-23.76%
20-Recreation									
4-Revenues									
41-Taxes	3,900,913	1,250,266	1,589,930	(339,664)	-21.36%	3,700,064	3,698,673	1,392	0.04%
42-Charges for Services	5,184,992	333,002	333,225	(223)	-0.07%	4,123,741	4,044,455	79,286	1.96%
44-Rentals	231,085	4,355	17,353	(12,999)	-74.91%	232,521	192,584	39,937	20.74%
45-Product Sales	194,746	4,442	8,259	(3,817)	-46.21%	183,350	188,890	(5,540)	-2.93%
46-Grants & Donations	27,795	10	67	(57)	-85.07%	18,214	17,264	950	5.50%
47-Misc. Income	27,141	7,404	6,044	1,360	22.50%	29,450	50,054	(20,604)	-41.16%
48-Interest Income	20,000	201	499	(298)	-59.80%	14,634	14,246	388	2.72%
49-Transfers In	148,000								
4-Revenues Total	9,734,671	1,599,679	1,955,377	(355,697)	-18.19%	8,301,974	8,206,166	95,808	1.17%
5-Expenses									
51-Salaries & Wages	(4,441,497)	(498,726)	(442,301)	(56,425)	-12.76%	(3,528,479)	(3,308,657)	(219,822)	-6.64%
52-Contractual Services	(3,205,964)	(383,749)	(436,104)	52,355	12.01%	(2,263,358)	(2,275,070)	11,712	0.51%
53-Supplies	(1,182,977)	(78,917)	(56,718)	(22,199)	-39.14%	(740,133)	(702,748)	(37,385)	-5.32%
54-Other Charges	(225,312)	(7,276)	(5,654)	(1,622)	-28.69%	(151,744)	(143,044)	(8,699)	-6.08%
57-Capital	(8,436)	(1,205)	0	(1,205)	0.00%	(3,616)	0	(3,616)	0.00%
59-Transfers Out	(1,782,883)	(445,721)	(500,000)	54,279	10.86%	(1,337,162)	(1,500,000)	162,838	10.86%
5-Expenses Total	(10,847,069)	(1,415,594)	(1,440,777)	25,183	1.75%	(8,024,493)	(7,929,520)	(94,973)	-1.20%
20-Recreation Total	(1,112,398)	184,085	514,600	(330,515)	-64.23%	277,482	276,647	835	0.30%
22-Cosley Zoo									
4-Revenues									
41-Taxes	995,904	456,073	356,992	99,081	27.75%	944,920	830,475	114,445	13.78%
42-Charges for Services	482,686	40,672	37,071	3,600	9.71%	416,566	323,436	93,130	28.79%
44-Rentals	54,000	6,902	6,466	436	6.74%	51,371	42,727	8,644	20.23%
45-Product Sales	1,925	(85)	860	(945)	-109.88%	1,092	1,849	(757)	-40.92%
46-Grants & Donations	40,500	12,146	7,333	4,813	65.64%	35,795	27,180	8,616	31.70%
47-Misc. Income	0	0	0	0	0.00%	336	313	23	7.44%
48-Interest Income	200	114	354	(240)	-67.91%	977	630	347	55.04%
49-Transfers In	0								
4-Revenues Total	1,575,215	515,822	409,077	106,745	26.09%	1,451,058	1,226,610	224,448	18.30%
5-Expenses									
51-Salaries & Wages	(835,029)	(94,727)	(90,970)	(3,758)	-4.13%	(627,442)	(601,761)	(25,681)	-4.27%
52-Contractual Services	(314,967)	(55,797)	(53,978)	(1,820)	-3.37%	(218,371)	(203,231)	(15,140)	-7.45%
53-Supplies	(161,165)	(13,063)	(11,813)	(1,251)	-10.59%	(108,460)	(81,397)	(27,063)	-33.25%
54-Other Charges	(51,690)	(5,108)	(3,656)	(1,452)	-39.72%	(33,087)	(33,105)	18	0.05%
57-Capital	(1,377)	(344)	0	(344)	0.00%	(1,033)	0	(1,033)	0.00%
59-Transfers Out	0								
5-Expenses Total	(1,364,229)	(169,041)	(160,416)	(8,625)	-5.38%	(988,393)	(919,494)	(68,900)	-7.49%
22-Cosley Zoo Total	210,986	346,781	248,661	98,120	39.46%	462,664	307,116	155,549	50.65%

The "negative" revenue for Charges for services for General Fund represents our entry to reclassify the \$13k of Taste of Wheaton ticket sales that applied to product sales.

Major & Internal Service Funds

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
30-Debt Service									
4-Revenues									
41-Taxes	4,286,646	2,894,802	2,151,280	743,522	34.56%	4,347,942	4,302,559	45,383	1.05%
43-Debt Proceeds	575,433	0	0	0	0.00%	0	0	0	0.00%
46-Grants & Donations	136,972	0	0	0	0.00%	63,760	65,632	(1,872)	-2.85%
47-Misc. Income	0	0	0	0	0.00%	0	0	(0)	0.00%
48-Interest Income	4,000	439	661	(222)	-33.58%	4,882	1,422	3,461	243.36%
49-Transfers In	0								
4-Revenues Total	5,003,050	2,895,241	2,151,941	743,300	34.54%	4,416,585	4,369,613	46,972	1.07%
5-Expenses									
52-Contractual Services	(5,006,263)	(250)	(250)	0	0.00%	(428,055)	(496,719)	68,664	13.82%
54-Other Charges	0								
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(5,006,263)	(250)	(250)	0	0.00%	(428,055)	(496,719)	68,664	13.82%
30-Debt Service Total	(3,213)	2,894,991	2,151,691	743,300	34.54%	3,988,530	3,872,894	115,636	2.99%
40-Capital Projects									
4-Revenues									
41-Taxes	0								
42-Charges for Services	0								
43-Debt Proceeds	1,043,344	0	0	0	0.00%	0	0	0	0.00%
44-Rentals	42,885	0	1,500	(1,500)	-100.02%	32,024	48,591	(16,567)	-34.09%
45-Product Sales	10,400	2,400	1,600	800	50.00%	7,470	7,680	(210)	-2.73%
46-Grants & Donations	750,350	15,750	0	15,750	0.00%	236,884	77,242	159,642	206.68%
47-Misc. Income	200	0	0	0	0.00%	376	970	(594)	-61.25%
48-Interest Income	15,000	733	2,369	(1,637)	-69.08%	39,111	16,226	22,885	141.04%
49-Transfers In	2,384,274	596,069	625,000	(28,932)	-4.63%	1,788,206	1,875,000	(86,795)	-4.63%
4-Revenues Total	4,246,453	614,951	630,469	(15,518)	-2.46%	2,104,070	2,025,709	78,361	3.87%
5-Expenses									
51-Salaries & Wages	(155,188)	(16,334)	(17,028)	694	4.08%	(116,257)	(103,195)	(13,062)	-12.66%
52-Contractual Services	(150,202)	(15,407)	(36,143)	20,737	57.37%	(110,552)	(116,575)	6,023	5.17%
53-Supplies	(1,086,222)	(89,423)	(28,762)	(60,661)	-210.91%	(214,512)	(97,563)	(116,949)	-119.87%
54-Other Charges	(9,850)	0	(508)	508	100.08%	(2,539)	(4,947)	2,408	48.67%
57-Capital	(7,370,547)	(460,116)	(241,054)	(219,062)	-90.88%	(2,675,514)	(1,424,510)	(1,251,003)	-87.82%
59-Transfers Out	0								
5-Expenses Total	(8,772,009)	(581,279)	(323,496)	(257,783)	-79.69%	(3,119,374)	(1,746,790)	(1,372,584)	-78.58%
40-Capital Projects Total	(4,525,555)	33,672	306,974	(273,302)	-89.03%	(1,015,304)	278,919	(1,294,223)	-464.01%
60-Golf Fund									
4-Revenues									
41-Taxes	1,565,716	782,858	765,337	17,521	2.29%	1,565,716	1,530,674	35,042	2.29%
42-Charges for Services	2,166,872	245,074	232,167	12,907	5.56%	1,709,236	1,622,886	86,350	5.32%
44-Rentals	413,950	56,052	45,371	10,681	23.54%	337,696	288,038	49,657	17.24%
45-Product Sales	5,717,907	593,549	608,748	(15,199)	-2.50%	4,177,496	4,122,277	55,219	1.34%
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	37,200	11,766	2,116	9,651	456.08%	31,837	45,623	(13,786)	-30.22%
48-Interest Income	9,000	829	298	531	178.04%	16,492	8,789	7,703	87.64%
49-Transfers In	0								
4-Revenues Total	9,910,645	1,690,128	1,654,037	36,091	2.18%	7,838,472	7,618,286	220,186	2.89%
5-Expenses									
51-Salaries & Wages	(3,343,396)	(393,439)	(383,304)	(10,135)	-2.64%	(2,464,064)	(2,358,130)	(105,934)	-4.49%
52-Contractual Services	(3,281,633)	(233,107)	(252,055)	18,949	7.52%	(1,300,066)	(1,314,600)	14,534	1.11%
53-Supplies	(2,325,104)	(182,122)	(191,824)	9,702	5.06%	(1,653,919)	(1,561,974)	(91,946)	-5.89%
54-Other Charges	(296,574)	(20,996)	(25,252)	4,257	16.86%	(204,911)	(222,277)	17,365	7.81%
57-Capital	(425,622)	(4,187)	(34,566)	30,380	87.89%	(301,922)	(266,593)	(35,329)	-13.25%
59-Transfers Out	0								
5-Expenses Total	(9,672,329)	(833,850)	(887,001)	53,151	5.99%	(5,924,883)	(5,723,573)	(201,310)	-3.52%
60-Golf Fund Total	238,316	856,278	767,036	89,242	11.63%	1,913,589	1,894,713	18,876	1.00%
70-Information Technology ISF									
4-Revenues									
42-Charges for Services	465,712	116,428	87,033	29,395	33.78%	349,285	261,098	88,186	33.78%
43-Debt Proceeds	0								
47-Misc. Income	10	0	0	0	0.00%	8	18	(10)	-53.94%
48-Interest Income	0								
49-Transfers In	0								

Major & Internal Service Funds

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues Total	465,722	116,428	87,033	29,395	33.78%	349,293	261,116	88,176	33.77%
5-Expenses									
52-Contractual Services	(345,372)	(20,678)	(12,304)	(8,374)	-68.06%	(218,491)	(199,825)	(18,666)	-9.34%
53-Supplies	(107,340)	0	(886)	886	99.97%	(35,351)	(29,079)	(6,273)	-21.57%
57-Capital	(13,000)	0	0	0	0.00%	(797)	0	(797)	0.00%
5-Expenses Total	(465,712)	(20,678)	(13,189)	(7,488)	-56.78%	(254,639)	(228,904)	(25,735)	-11.24%
70-Information Technology ISF To	10	95,751	73,843	21,907	29.67%	94,654	32,213	62,441	193.84%
75-Health Insurance ISF									
4-Revenues									
42-Charges for Services	1,639,752	407,861	438,738	(30,877)	-7.04%	1,223,583	1,316,440	(92,857)	-7.05%
47-Misc. Income	200,442	13,840	12,530	1,310	10.45%	91,020	84,870	6,150	7.25%
48-Interest Income	500	24	0	24	0.00%	3,499	179	3,320	1854.83%
49-Transfers In	0								
4-Revenues Total	1,840,694	421,725	451,268	(29,543)	-6.55%	1,318,102	1,401,489	(83,387)	-5.95%
5-Expenses									
52-Contractual Services	(1,842,944)	(141,773)	(133,537)	(8,236)	-6.17%	(1,136,507)	(1,085,204)	(51,303)	-4.73%
5-Expenses Total	(1,842,944)	(141,773)	(133,537)	(8,236)	-6.17%	(1,136,507)	(1,085,204)	(51,303)	-4.73%
75-Health Insurance ISF Total	(2,250)	279,952	317,731	(37,779)	-11.89%	181,595	316,285	(134,690)	-42.58%
Grand Total	(5,724,493)	5,393,870	5,445,260	(51,390)	-0.94%	6,635,804	7,939,725	(1,303,921)	-16.42%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
10-General									
000-Administration									
4-Revenues									
41-Taxes	1,976,333	634,198	805,565	(171,367)	-21.27%	1,875,214	1,874,003	1,211	0.06%
42-Charges for Services	224,650	(6,036)	8,127	(14,163)	-174.27%	201,785	223,248	(21,464)	-9.61%
43-Debt Proceeds	0								
44-Rentals	81,000	6,750	6,750	0	0.00%	67,500	67,500	0	0.00%
45-Product Sales	16,200	13,209	(117)	13,326	11389.97%	16,852	1,726	15,126	876.34%
46-Grants & Donations	0	25	0	25	0.00%	3,361	0	3,361	0.00%
47-Misc. Income	700	3	2	1	44.00%	938	718	219	30.56%
48-Interest Income	6,500	8	335	(327)	-97.70%	10,835	5,352	5,483	102.46%
49-Transfers In	0								
4-Revenues Total	2,305,383	648,157	820,662	(172,505)	-21.02%	2,176,485	2,172,548	3,937	0.18%
5-Expenses									
51-Salaries & Wages	(541,085)	(61,474)	(60,612)	(861)	-1.42%	(411,059)	(400,173)	(10,886)	-2.72%
52-Contractual Services	(549,213)	(71,667)	(67,700)	(3,967)	-5.86%	(359,139)	(339,379)	(19,760)	-5.82%
53-Supplies	(109,299)	(11,518)	(11,665)	147	1.26%	(84,799)	(81,025)	(3,774)	-4.66%
54-Other Charges	(282,242)	(24,879)	(3,883)	(20,996)	-540.72%	(179,828)	(123,523)	(56,305)	-45.58%
57-Capital	(5,681)	(517)	0	(517)	0.00%	(1,550)	0	(1,550)	0.00%
59-Transfers Out	(601,391)	(150,348)	(125,000)	(25,348)	-20.28%	(451,043)	(375,000)	(76,043)	-20.28%
5-Expenses Total	(2,088,912)	(320,402)	(268,860)	(51,541)	-19.17%	(1,487,418)	(1,319,101)	(168,317)	-12.76%
000-Administration Total	216,471	327,755	551,801	(224,046)	-40.60%	689,067	853,447	(164,380)	-19.26%
101-Parks Maintenance									
4-Revenues									
41-Taxes	1,976,333	634,198	805,565	(171,367)	-21.27%	1,875,134	1,873,985	1,149	0.06%
42-Charges for Services	5,000	0	0	0	0.00%	0	150	(150)	-100.00%
46-Grants & Donations	0								
47-Misc. Income	5,000	50,348	0	50,348	0.00%	56,404	24,232	32,172	132.77%
49-Transfers In	0								
4-Revenues Total	1,986,333	684,546	805,565	(121,018)	-15.02%	1,931,538	1,898,368	33,171	1.75%
5-Expenses									
51-Salaries & Wages	(1,507,655)	(158,313)	(140,796)	(17,517)	-12.44%	(1,111,913)	(1,074,889)	(37,024)	-3.44%
52-Contractual Services	(552,698)	(98,197)	(120,924)	22,727	18.79%	(368,666)	(418,097)	49,431	11.82%
53-Supplies	(388,339)	(25,131)	(40,057)	14,926	37.26%	(198,815)	(195,458)	(3,358)	-1.72%
54-Other Charges	(11,000)	(345)	(569)	224	39.37%	(4,851)	(7,489)	2,638	35.23%
57-Capital	(265,707)	(36,129)	0	(36,129)	0.00%	(222,070)	(121,893)	(100,177)	-82.18%
59-Transfers Out	0								
5-Expenses Total	(2,725,399)	(318,115)	(302,346)	(15,769)	-5.22%	(1,906,315)	(1,817,825)	(88,490)	-4.87%
101-Parks Maintenance Total	(739,066)	366,432	503,219	(136,787)	-27.18%	25,223	80,543	(55,319)	-68.68%
430-Historical Museum									
4-Revenues									
42-Charges for Services	45,550	302	274	28	10.22%	28,236	33,162	(4,927)	-14.86%
44-Rentals	6,500	250	464	(214)	-46.17%	1,380	2,194	(814)	-37.11%
45-Product Sales	2,700	126	99	27	27.43%	1,022	1,136	(115)	-10.10%
46-Grants & Donations	156,900	33,046	33,109	(63)	-0.19%	133,751	135,498	(1,747)	-1.29%
47-Misc. Income	0	0	0	0	0.00%	523	229	294	128.38%
4-Revenues Total	211,650	33,724	33,947	(223)	-0.66%	164,911	172,220	(7,309)	-4.24%
5-Expenses									
51-Salaries & Wages	(116,413)	(12,771)	(12,140)	(631)	-5.20%	(82,992)	(81,273)	(1,719)	-2.11%
52-Contractual Services	(75,851)	(11,143)	(10,526)	(617)	-5.86%	(53,018)	(52,777)	(241)	-0.46%
53-Supplies	(18,676)	(1,470)	(1,427)	(43)	-2.99%	(6,623)	(7,618)	995	13.07%
54-Other Charges	(7,987)	(37)	(148)	111	74.83%	(3,587)	(3,602)	15	0.41%
57-Capital	(517)	(129)	0	(129)	0.00%	(387)	0	(387)	0.00%
5-Expenses Total	(219,444)	(25,550)	(24,241)	(1,309)	-5.40%	(146,608)	(145,271)	(1,337)	-0.92%
430-Historical Museum Total	(7,794)	8,174	9,705	(1,531)	-15.78%	18,304	26,949	(8,646)	-32.08%
10-General Total	(530,389)	702,361	1,064,726	(362,364)	-34.03%	732,594	960,939	(228,345)	-23.76%
20-Recreation									
000-Administration									
4-Revenues									
41-Taxes	3,900,913	1,250,266	1,589,930	(339,664)	-21.36%	3,700,064	3,698,673	1,392	0.04%
42-Charges for Services	141,025	0	0	0	0.00%	110,504	99,926	10,578	10.59%
44-Rentals	34,639	(5,493)	1,265	(6,758)	-534.19%	42,756	20,483	22,273	108.74%
45-Product Sales	46,800	(426)	0	(426)	0.00%	61,994	49,465	12,529	25.33%
46-Grants & Donations	27,795	10	67	(57)	-85.07%	18,063	16,170	1,893	11.71%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
47-Misc. Income	3,641	384	135	249	184.42%	3,891	3,313	578	17.44%
48-Interest Income	20,000	201	499	(298)	-59.80%	14,634	14,246	388	2.72%
49-Transfers In	83,000								
4-Revenues Total	4,257,813	1,244,942	1,591,896	(346,954)	-21.80%	3,951,907	3,902,276	49,631	1.27%
5-Expenses									
51-Salaries & Wages	(1,324,720)	(137,172)	(135,156)	(2,015)	-1.49%	(950,936)	(962,089)	11,152	1.16%
52-Contractual Services	(843,140)	(98,734)	(108,399)	9,665	8.92%	(587,066)	(608,839)	21,774	3.58%
53-Supplies	(208,090)	(10,605)	(7,882)	(2,723)	-34.54%	(115,295)	(69,372)	(45,923)	-66.20%
54-Other Charges	(128,291)	(6,186)	(3,494)	(2,692)	-77.05%	(84,615)	(75,400)	(9,214)	-12.22%
57-Capital	(6,112)	(624)	0	(624)	0.00%	(1,873)	0	(1,873)	0.00%
59-Transfers Out	(1,782,883)	(445,721)	(500,000)	54,279	10.86%	(1,337,162)	(1,500,000)	162,838	10.86%
5-Expenses Total	(4,293,237)	(699,041)	(754,931)	55,890	7.40%	(3,076,946)	(3,215,700)	138,754	4.31%
000-Administration Total	(35,424)	545,901	836,965	(291,064)	-34.78%	874,960	686,575	188,385	27.44%
101-Parks Maintenance									
4-Revenues									
42-Charges for Services	0	0	0	0	0.00%	4,249	0	4,249	0.00%
44-Rentals	12,261	1,595	3,180	(1,585)	-49.84%	12,813	17,885	(5,073)	-28.36%
45-Product Sales	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	0								
4-Revenues Total	12,261	1,595	3,180	(1,585)	-49.84%	17,062	17,885	(823)	-4.60%
5-Expenses									
51-Salaries & Wages	(696,585)	(93,865)	(82,008)	(11,856)	-14.46%	(547,440)	(453,652)	(93,788)	-20.67%
52-Contractual Services	(341,272)	(43,775)	(47,688)	3,913	8.20%	(224,694)	(235,539)	10,845	4.60%
53-Supplies	(302,392)	(13,069)	(12,534)	(535)	-4.27%	(174,112)	(157,649)	(16,463)	-10.44%
57-Capital	(86)	(22)	0	(22)	0.00%	(65)	0	(65)	0.00%
5-Expenses Total	(1,340,335)	(150,730)	(142,230)	(8,500)	-5.98%	(946,310)	(846,840)	(99,470)	-11.75%
101-Parks Maintenance Total	(1,328,074)	(149,135)	(139,050)	(10,085)	-7.25%	(929,248)	(828,955)	(100,294)	-12.10%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	2,971,316	207,037	200,679	6,357	3.17%	2,358,405	2,295,660	62,745	2.73%
44-Rentals	79,284	3,868	3,532	336	9.51%	82,213	69,176	13,036	18.85%
45-Product Sales	24,761	146	1,069	(923)	-86.38%	10,471	19,094	(8,623)	-45.16%
46-Grants & Donations	0	0	0	0	0.00%	151	1,094	(943)	-86.20%
47-Misc. Income	0	0	0	0	0.00%	0	383	(383)	-100.05%
4-Revenues Total	3,075,362	211,050	205,280	5,770	2.81%	2,451,239	2,385,407	65,832	2.76%
5-Expenses									
51-Salaries & Wages	(1,141,540)	(116,450)	(99,536)	(16,914)	-16.99%	(937,948)	(856,574)	(81,374)	-9.50%
52-Contractual Services	(1,158,572)	(106,981)	(139,823)	32,843	23.49%	(828,905)	(803,691)	(25,213)	-3.14%
53-Supplies	(188,218)	(16,282)	(5,242)	(11,040)	-210.61%	(123,738)	(129,913)	6,175	4.75%
54-Other Charges	(2,200)	(5)	(228)	223	97.96%	(722)	(718)	(4)	-0.63%
57-Capital	0								
5-Expenses Total	(2,490,530)	(239,717)	(244,829)	5,112	2.09%	(1,891,314)	(1,790,896)	(100,417)	-5.61%
220-Recreation Programs Total	584,831	(28,667)	(39,549)	10,882	27.51%	559,926	594,511	(34,586)	-5.82%
221-Athletics									
4-Revenues									
42-Charges for Services	415,201	48,425	53,179	(4,754)	-8.94%	335,376	351,829	(16,453)	-4.68%
45-Product Sales	29,705	3,603	5,653	(2,050)	-36.27%	17,948	23,790	(5,842)	-24.56%
47-Misc. Income	0	4,320	0	4,320	0.00%	5,106	0	5,106	0.00%
49-Transfers In	65,000								
4-Revenues Total	509,906	56,348	58,832	(2,485)	-4.22%	358,430	375,620	(17,190)	-4.58%
5-Expenses									
51-Salaries & Wages	(73,836)	(7,290)	(9,884)	2,594	26.24%	(50,159)	(56,280)	6,121	10.88%
52-Contractual Services	(127,964)	(32,326)	(9,491)	(22,836)	-240.61%	(84,353)	(84,445)	92	0.11%
53-Supplies	(263,045)	(16,446)	(12,075)	(4,371)	-36.20%	(179,555)	(194,795)	15,241	7.82%
54-Other Charges	(41,985)	(350)	(100)	(250)	-250.00%	(40,150)	(35,677)	(4,473)	-12.54%
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(506,830)	(56,413)	(31,550)	(24,863)	-78.81%	(354,217)	(371,198)	16,981	4.57%
221-Athletics Total	3,076	(65)	27,283	(27,348)	-100.24%	4,213	4,422	(209)	-4.72%
222-Pools									
4-Revenues									
42-Charges for Services	790,000	18,312	21,837	(3,526)	-16.14%	734,830	718,463	16,367	2.28%
44-Rentals	24,050	110	1,395	(1,285)	-92.10%	20,474	23,743	(3,269)	-13.77%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
45-Product Sales	88,500	686	1,252	(566)	-45.18%	89,668	94,332	(4,663)	-4.94%
46-Grants & Donations	0								
47-Misc. Income	17,500	2,700	2,625	75	2.86%	18,858	20,292	(1,434)	-7.07%
4-Revenues Total	920,050	21,808	27,109	(5,301)	-19.55%	863,831	856,830	7,001	0.82%
5-Expenses									
51-Salaries & Wages	(487,284)	(56,625)	(37,978)	(18,647)	-49.10%	(497,155)	(462,339)	(34,816)	-7.53%
52-Contractual Services	(271,074)	(44,686)	(51,947)	7,260	13.98%	(226,426)	(235,092)	8,665	3.69%
53-Supplies	(68,286)	(6,180)	(10,015)	3,834	38.29%	(65,978)	(76,685)	10,707	13.96%
54-Other Charges	(18,250)	0	0	0	0.00%	(9,325)	(15,005)	5,679	37.85%
57-Capital	(517)	(129)	0	(129)	0.00%	(387)	0	(387)	0.00%
59-Transfers Out	0								
5-Expenses Total	(845,410)	(107,621)	(99,940)	(7,681)	-7.69%	(799,271)	(789,120)	(10,151)	-1.29%
222-Pools Total	74,640	(85,813)	(72,831)	(12,982)	-17.83%	64,559	67,709	(3,150)	-4.65%
224-Recreation Facilities									
4-Revenues									
42-Charges for Services	2,650	40	127	(87)	-68.85%	2,275	2,295	(21)	-0.90%
44-Rentals	77,650	4,195	7,808	(3,613)	-46.28%	71,667	60,617	11,050	18.23%
45-Product Sales	1,080	262	66	195	296.20%	997	62	935	1507.92%
47-Misc. Income	0								
4-Revenues Total	81,380	4,496	8,001	(3,505)	-43.81%	74,938	62,974	11,964	19.00%
5-Expenses									
51-Salaries & Wages	(183,722)	(21,458)	(20,708)	(750)	-3.62%	(143,962)	(137,277)	(6,685)	-4.87%
52-Contractual Services	(344,443)	(38,183)	(60,072)	21,890	36.44%	(242,113)	(231,535)	(10,579)	-4.57%
53-Supplies	(52,644)	(10,330)	(3,646)	(6,684)	-183.32%	(34,969)	(17,333)	(17,635)	-101.74%
54-Other Charges	(4,730)	(91)	(95)	4	3.74%	(2,526)	(1,728)	(797)	-46.15%
57-Capital	(1,033)	(258)	0	(258)	0.00%	(775)	0	(775)	0.00%
59-Transfers Out	0								
5-Expenses Total	(586,573)	(70,319)	(84,521)	14,201	16.80%	(424,345)	(387,873)	(36,472)	-9.40%
224-Recreation Facilities Total	(505,193)	(65,823)	(76,519)	10,696	13.98%	(349,406)	(324,899)	(24,507)	-7.54%
350-Special Facilities									
4-Revenues									
42-Charges for Services	864,800	59,189	57,402	1,787	3.11%	578,103	576,282	1,821	0.32%
44-Rentals	3,200	80	174	(94)	-54.21%	2,599	680	1,919	282.15%
45-Product Sales	3,900	172	218	(47)	-21.34%	2,271	2,147	124	5.78%
46-Grants & Donations	0								
47-Misc. Income	6,000	0	3,284	(3,284)	-99.99%	1,595	26,066	(24,471)	-93.88%
4-Revenues Total	877,900	59,440	61,078	(1,638)	-2.68%	584,567	605,175	(20,608)	-3.41%
5-Expenses									
51-Salaries & Wages	(533,810)	(65,867)	(57,030)	(8,836)	-15.49%	(400,879)	(380,446)	(20,433)	-5.37%
52-Contractual Services	(119,500)	(19,064)	(18,685)	(379)	-2.03%	(69,802)	(75,930)	6,128	8.07%
53-Supplies	(100,301)	(6,006)	(5,324)	(681)	-12.80%	(46,487)	(57,001)	10,513	18.44%
54-Other Charges	(29,855)	(645)	(1,738)	1,093	62.89%	(14,405)	(14,516)	111	0.76%
57-Capital	(689)	(172)	0	(172)	0.00%	(517)	0	(517)	0.00%
59-Transfers Out	0								
5-Expenses Total	(784,154)	(91,753)	(82,777)	(8,976)	-10.84%	(532,090)	(527,893)	(4,197)	-0.80%
350-Special Facilities Total	93,746	(32,313)	(21,699)	(10,614)	-48.91%	52,478	77,282	(24,805)	-32.10%
20-Recreation Total	(1,112,398)	184,085	514,600	(330,515)	-64.23%	277,482	276,647	835	0.30%
22-Cosley Zoo									
000-Administration									
4-Revenues									
41-Taxes	995,904	456,073	356,992	99,081	27.75%	944,920	830,475	114,445	13.78%
42-Charges for Services	0	0	0	0	0.00%	0	0	0	0.00%
44-Rentals	0								
45-Product Sales	0								
46-Grants & Donations	0								
47-Misc. Income	0								
48-Interest Income	200	114	354	(240)	-67.91%	977	630	347	55.04%
49-Transfers In	0								
4-Revenues Total	996,104	456,187	357,347	98,841	27.66%	945,897	831,105	114,792	13.81%
5-Expenses									
51-Salaries & Wages	(51,778)	(5,837)	(5,496)	(342)	-6.22%	(38,796)	(38,915)	119	0.31%
52-Contractual Services	(10,282)	(2,200)	(2,894)	694	23.96%	(8,132)	(10,099)	1,967	19.48%
53-Supplies	0								

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
54-Other Charges	(100)	(425)	280	(705)	-251.64%	(674)	0	(674)	0.00%
57-Capital	0								
59-Transfers Out	0								
5-Expenses Total	(62,160)	(8,462)	(8,109)	(353)	-4.35%	(47,601)	(49,014)	1,413	2.88%
000-Administration Total	933,944	447,725	349,237	98,488	28.20%	898,296	782,091	116,204	14.86%
101-Parks Maintenance									
4-Revenues									
47-Misc. Income	0								
4-Revenues Total	0								
5-Expenses									
51-Salaries & Wages	(153,077)	(18,106)	(16,016)	(2,091)	-13.05%	(111,346)	(101,785)	(9,562)	-9.39%
52-Contractual Services	(43,299)	(6,811)	(7,999)	1,189	14.86%	(25,019)	(29,193)	4,173	14.30%
53-Supplies	(27,215)	(998)	(2,225)	1,226	55.12%	(19,281)	(12,409)	(6,872)	-55.38%
57-Capital	0								
5-Expenses Total	(223,591)	(25,916)	(26,240)	324	1.24%	(155,647)	(143,386)	(12,260)	-8.55%
101-Parks Maintenance Total	(223,591)	(25,916)	(26,240)	324	1.24%	(155,647)	(143,386)	(12,260)	-8.55%
220-Recreation Programs									
4-Revenues									
42-Charges for Services	122,582	7,132	10,610	(3,478)	-32.78%	106,027	109,143	(3,116)	-2.85%
45-Product Sales	1,925	20	860	(840)	-97.67%	1,051	1,849	(798)	-43.16%
46-Grants & Donations	0	5,000	0	5,000	0.00%	10,200	0	10,200	0.00%
4-Revenues Total	124,507	12,152	11,470	682	5.94%	117,278	110,992	6,286	5.66%
5-Expenses									
51-Salaries & Wages	0								
52-Contractual Services	(1,253)	(33)	(466)	433	92.88%	(380)	(2,013)	1,634	81.15%
53-Supplies	(11,000)	(144)	(332)	188	56.76%	(10,892)	(9,447)	(1,445)	-15.30%
57-Capital	0								
5-Expenses Total	(12,253)	(177)	(798)	621	77.86%	(11,271)	(11,460)	189	1.65%
220-Recreation Programs Total	112,254	11,975	10,672	1,303	12.21%	106,006	99,532	6,475	6.51%
350-Special Facilities									
5-Expenses									
51-Salaries & Wages	(56,148)	(6,383)	(6,180)	(203)	-3.29%	(43,339)	(41,828)	(1,511)	-3.61%
52-Contractual Services	(11,990)	(2,998)	(3,160)	162	5.13%	(8,993)	(9,479)	486	5.13%
53-Supplies	0								
54-Other Charges	(11,000)	(1,203)	(1,722)	520	30.17%	(9,292)	(6,383)	(2,909)	-45.58%
57-Capital	0								
5-Expenses Total	(79,139)	(10,584)	(11,062)	479	4.33%	(61,624)	(57,690)	(3,934)	-6.82%
350-Special Facilities Total	(79,139)	(10,584)	(11,062)	479	4.33%	(61,624)	(57,690)	(3,934)	-6.82%
501-Cosley Zoo Operations									
4-Revenues									
42-Charges for Services	360,104	33,540	26,461	7,079	26.75%	310,539	214,293	96,246	44.91%
44-Rentals	54,000	6,902	6,466	436	6.74%	51,371	42,727	8,644	20.23%
45-Product Sales	0	(105)	0	(105)	0.00%	41	0	41	0.00%
46-Grants & Donations	40,500	7,146	7,333	(187)	-2.55%	25,595	27,180	(1,584)	-5.83%
47-Misc. Income	0	0	0	0	0.00%	336	313	23	7.44%
4-Revenues Total	454,604	47,483	40,261	7,222	17.94%	387,883	284,513	103,371	36.33%
5-Expenses									
51-Salaries & Wages	(574,025)	(64,400)	(63,278)	(1,122)	-1.77%	(433,961)	(419,233)	(14,728)	-3.51%
52-Contractual Services	(248,144)	(43,756)	(39,459)	(4,297)	-10.89%	(175,848)	(152,447)	(23,400)	-15.35%
53-Supplies	(122,950)	(11,921)	(9,256)	(2,666)	-28.80%	(78,287)	(59,541)	(18,746)	-31.48%
54-Other Charges	(40,590)	(3,481)	(2,214)	(1,267)	-57.24%	(23,121)	(26,722)	3,601	13.47%
57-Capital	(1,377)	(344)	0	(344)	0.00%	(1,033)	0	(1,033)	0.00%
5-Expenses Total	(987,086)	(123,902)	(114,206)	(9,696)	-8.49%	(712,250)	(657,943)	(54,307)	-8.25%
501-Cosley Zoo Operations Total	(532,482)	(76,419)	(73,945)	(2,474)	-3.35%	(324,367)	(373,431)	49,064	13.14%
22-Cosley Zoo Total	210,986	346,781	248,661	98,120	39.46%	462,664	307,116	155,549	50.65%
60-Golf Fund									
000-Administration									
4-Revenues									
41-Taxes	1,565,716	782,858	765,337	17,521	2.29%	1,565,716	1,530,674	35,042	2.29%
42-Charges for Services	0								
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	4,200	10,468	760	9,708	1277.38%	14,433	23,443	(9,010)	-38.43%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
48-Interest Income	9,000	829	298	531	178.04%	16,492	8,789	7,703	87.64%
49-Transfers In	0								
4-Revenues Total	1,578,916	794,155	766,395	27,760	3.62%	1,596,641	1,562,906	33,736	2.16%
5-Expenses									
51-Salaries & Wages	(317,157)	(41,428)	(35,935)	(5,493)	-15.29%	(261,574)	(242,698)	(18,877)	-7.78%
52-Contractual Services	(2,033,648)	(46,855)	(69,703)	22,848	32.78%	(445,830)	(489,227)	43,397	8.87%
53-Supplies	(130,904)	(20,636)	(7,350)	(13,286)	-180.76%	(72,304)	(59,487)	(12,817)	-21.55%
54-Other Charges	(136,574)	(6,696)	(9,056)	2,360	26.07%	(83,276)	(83,216)	(60)	-0.07%
57-Capital	(183,787)	(43)	(6,726)	6,683	99.36%	(125,516)	(35,921)	(89,595)	-249.42%
59-Transfers Out	0								
5-Expenses Total	(2,802,070)	(115,658)	(128,770)	13,112	10.18%	(988,499)	(910,547)	(77,952)	-8.56%
000-Administration Total	(1,223,154)	678,497	637,625	40,872	6.41%	608,142	652,358	(44,217)	-6.78%
101-Parks Maintenance									
5-Expenses									
51-Salaries & Wages	(13,902)	(1,595)	(1,561)	(34)	-2.18%	(10,774)	(10,257)	(517)	-5.04%
52-Contractual Services	(4,146)	(889)	(842)	(48)	-5.64%	(3,115)	(2,943)	(171)	-5.83%
53-Supplies	(7,000)	0	0	0	0.00%	(6,623)	(6,179)	(444)	-7.18%
54-Other Charges	0								
57-Capital	0								
5-Expenses Total	(25,048)	(2,484)	(2,403)	(82)	-3.39%	(20,512)	(19,380)	(1,132)	-5.84%
101-Parks Maintenance Total	(25,048)	(2,484)	(2,403)	(82)	-3.39%	(20,512)	(19,380)	(1,132)	-5.84%
601-Golf Maintenance									
4-Revenues									
46-Grants & Donations	0	0	0	0	0.00%	0	0	0	0.00%
47-Misc. Income	0								
4-Revenues Total	0	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(545,010)	(66,930)	(57,383)	(9,547)	-16.64%	(419,135)	(373,433)	(45,702)	-12.24%
52-Contractual Services	(191,806)	(34,165)	(30,433)	(3,732)	-12.26%	(140,868)	(128,278)	(12,589)	-9.81%
53-Supplies	(364,611)	(35,409)	(29,958)	(5,450)	-18.19%	(286,930)	(268,268)	(18,662)	-6.96%
54-Other Charges	(25,000)	(950)	0	(950)	0.00%	(17,785)	(23,634)	5,849	24.75%
57-Capital	(136,311)	(108)	(30,979)	30,871	99.65%	(136,203)	(161,784)	25,581	15.81%
5-Expenses Total	(1,262,737)	(137,562)	(148,754)	11,193	7.52%	(1,000,921)	(955,398)	(45,523)	-4.76%
601-Golf Maintenance Total	(1,262,737)	(137,562)	(148,754)	11,193	7.52%	(1,000,921)	(955,398)	(45,523)	-4.76%
611-Pro Shop/Golf Fees									
4-Revenues									
42-Charges for Services	1,979,750	224,384	212,688	11,695	5.50%	1,603,421	1,523,772	79,650	5.23%
44-Rentals	413,950	56,052	45,371	10,681	23.54%	337,550	287,696	49,854	17.33%
45-Product Sales	128,000	24,898	19,848	5,050	25.44%	133,394	127,850	5,544	4.34%
46-Grants & Donations	0								
47-Misc. Income	0	27	29	(2)	-8.48%	1,622	1,357	265	19.56%
4-Revenues Total	2,521,700	305,361	277,936	27,425	9.87%	2,075,987	1,940,674	135,313	6.97%
5-Expenses									
51-Salaries & Wages	(441,587)	(50,517)	(49,689)	(829)	-1.67%	(281,122)	(279,422)	(1,700)	-0.61%
52-Contractual Services	(178,859)	(26,233)	(28,110)	1,877	6.68%	(117,017)	(118,994)	1,977	1.66%
53-Supplies	(133,608)	12,838	(16,875)	29,713	176.07%	(109,512)	(100,612)	(8,900)	-8.85%
54-Other Charges	(35,000)	0	(3,475)	3,475	100.00%	(19,068)	(27,811)	8,744	31.44%
57-Capital	(50,603)	(151)	0	(151)	0.00%	(452)	(55,639)	55,187	99.19%
5-Expenses Total	(839,657)	(64,064)	(98,149)	34,086	34.73%	(527,171)	(582,479)	55,308	9.50%
611-Pro Shop/Golf Fees Total	1,682,043	241,297	179,787	61,510	34.21%	1,548,816	1,358,195	190,621	14.03%
612-Food and Beverage									
4-Revenues									
42-Charges for Services	172,122	20,690	19,479	1,211	6.22%	105,815	99,114	6,701	6.76%
44-Rentals	0	0	0	0	0.00%	146	342	(196)	-57.35%
45-Product Sales	5,589,907	568,652	588,901	(20,249)	-3.44%	4,044,102	3,994,427	49,675	1.24%
46-Grants & Donations	0								
47-Misc. Income	33,000	1,271	1,326	(55)	-4.15%	15,781	20,823	(5,042)	-24.21%
4-Revenues Total	5,795,029	590,613	609,706	(19,093)	-3.13%	4,165,844	4,114,706	51,138	1.24%
5-Expenses									
51-Salaries & Wages	(2,021,740)	(232,969)	(238,736)	5,767	2.42%	(1,490,901)	(1,452,320)	(38,581)	-2.66%
52-Contractual Services	(872,739)	(124,943)	(122,946)	(1,997)	-1.62%	(593,011)	(575,075)	(17,936)	-3.12%
53-Supplies	(1,683,981)	(138,916)	(137,641)	(1,275)	-0.93%	(1,178,551)	(1,127,428)	(51,123)	-4.53%
54-Other Charges	(100,000)	(13,350)	(12,721)	(629)	-4.94%	(84,783)	(87,616)	2,833	3.23%

Major Op Fund by Dept

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
57-Capital	(54,922)	(3,885)	3,138	(7,024)	-223.83%	(39,751)	(13,249)	(26,502)	-200.03%
59-Transfers Out	0								
5-Expenses Total	(4,733,382)	(514,063)	(508,905)	(5,158)	-1.01%	(3,386,996)	(3,255,687)	(131,309)	-4.03%
612-Food and Beverage Total	1,061,648	76,550	100,801	(24,251)	-24.06%	778,847	859,019	(80,172)	-9.33%
613-Cross Country Skiing									
4-Revenues									
42-Charges for Services	15,000	0	0	0	0.00%	0	0	0	0.00%
45-Product Sales	0								
4-Revenues Total	15,000	0	0	0	0.00%	0	0	0	0.00%
5-Expenses									
51-Salaries & Wages	(4,000)	0	0	0	0.00%	(557)	0	(557)	0.00%
52-Contractual Services	(436)	(21)	(20)	(0)	-0.85%	(226)	(82)	(144)	-175.68%
53-Supplies	(5,000)								
57-Capital	0								
5-Expenses Total	(9,436)	(21)	(20)	(0)	-0.85%	(783)	(82)	(701)	-854.82%
613-Cross Country Skiing Total	5,564	(21)	(20)	(0)	-0.85%	(783)	(82)	(701)	-854.82%
60-Golf Fund Total	238,316	856,278	767,036	89,242	11.63%	1,913,589	1,894,713	18,876	1.00%
Grand Total	(1,193,485)	2,089,505	2,595,022	(505,517)	-19.48%	3,386,329	3,439,414	(53,085)	-1.54%

PPF

Row Labels	Sum of					Sum of				
	Sum of Full Year Budget	Current Month	Sum of LY Month	Month Variance	% Month Variance	Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance	
4-Revenues										
42-Charges for Services	841,500	56,206	55,052	1,154	2.10%	549,028	553,457	(4,429)	-0.80%	
44-Rentals	2,500	38	29	9	29.93%	1,781	236	1,545	654.50%	
45-Product Sales	500	0	0	0	0.00%	10	0	10	0.00%	
47-Misc. Income	6,000	0	3,284	(3,284)	-99.99%	1,595	26,066	(24,471)	-93.88%	
4-Revenues Total	850,500	56,244	58,365	(2,121)	-3.63%	552,414	579,759	(27,345)	-4.72%	
5-Expenses										
51-Salaries & Wages	(465,193)	(55,382)	(48,939)	(6,442)	-13.16%	(340,742)	(326,319)	(14,423)	-4.42%	
52-Contractual Services	(79,642)	(14,671)	(17,421)	2,750	15.79%	(53,138)	(61,427)	8,289	13.49%	
53-Supplies	(89,761)	(4,819)	(5,046)	227	4.50%	(40,483)	(49,958)	9,476	18.97%	
54-Other Charges	(10,500)	(139)	(136)	(4)	-2.57%	(7,376)	(6,275)	(1,101)	-17.54%	
57-Capital	(430)	(108)	0	(108)	0.00%	(323)	0	(323)	0.00%	
5-Expenses Total	(645,527)	(75,119)	(71,542)	(3,577)	-5.00%	(442,060)	(443,979)	1,919	0.43%	
Grand Total	204,973	(18,875)	(13,177)	(5,697)	-43.24%	110,353	135,780	(25,427)	-18.73%	

Central Athletic Complex

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
4-Revenues									
42-Charges for Services	52,100	1,823	912	911	99.88%	45,277	41,513	3,764	9.07%
44-Rentals	79,284	3,868	3,532	336	9.51%	82,213	69,176	13,036	18.85%
45-Product Sales	8,168	0	(2)	2	115.00%	2,522	6,684	(4,162)	-62.27%
4-Revenues Total	139,552	5,691	4,441	1,249	28.13%	130,012	117,374	12,639	10.77%
5-Expenses									
51-Salaries & Wages	(41,400)	(3,465)	(3,124)	(341)	-10.90%	(34,005)	(26,780)	(7,224)	-26.98%
52-Contractual Services	(162,732)	(7,690)	(14,880)	7,190	48.32%	(82,693)	(61,490)	(21,203)	-34.48%
53-Supplies	(45,992)	(618)	(1,147)	529	46.12%	(9,439)	(12,416)	2,978	23.98%
54-Other Charges	0								
57-Capital	(86)	(22)	0	(22)	0.00%	(65)	0	(65)	0.00%
5-Expenses Total	(250,210)	(11,794)	(19,151)	7,356	38.41%	(126,201)	(100,687)	(25,514)	-25.34%
Grand Total	(110,658)	(6,104)	(14,709)	8,605	58.50%	3,812	16,687	(12,875)	-77.16%

Special Events

Row Labels	Sum of Full Year Budget	Sum of Current Month	Sum of LY Month	Month Variance	% Month Variance	Sum of Current YTD	Sum of LY YTD	YTD Variance	% YTD Variance
1901-Kite Event									
4-Revenues	4,650	0	0	0	0.00%	4,389	4,376	13	0.29%
5-Expenses	(3,000)	0	0	0	0.00%	(1,970)	(1,768)	(201)	-11.38%
1901-Kite Event Total	1,650	0	0	0	0.00%	2,419	2,608	(189)	-7.23%
1902-4th of July									
4-Revenues	42,000	(500)	0	(500)	0.00%	43,142	42,331	810	1.91%
5-Expenses	(41,800)	0	(840)	840	100.00%	(38,648)	(32,582)	(6,066)	-18.62%
1902-4th of July Total	200	(500)	(840)	340	40.48%	4,494	9,750	(5,256)	-53.91%
1903-Ale Fest									
4-Revenues	87,500	(52)	(117)	66	56.15%	80,935	88,557	(7,623)	-8.61%
5-Expenses	(81,900)	(9,762)	(7,259)	(2,503)	-34.48%	(52,585)	(52,590)	5	0.01%
1903-Ale Fest Total	5,600	(9,813)	(7,376)	(2,437)	-33.05%	28,350	35,967	(7,617)	-21.18%
1905-Taste of Wheaton									
4-Revenues	140,000	(405)	0	(405)	0.00%	158,832	138,414	20,418	14.75%
5-Expenses	(150,483)	(3,539)	(2,885)	(654)	-22.66%	(121,685)	(115,521)	(6,164)	-5.34%
1905-Taste of Wheaton Total	(10,483)	(3,944)	(2,885)	(1,059)	-36.70%	37,148	22,893	14,255	62.27%
1907-Shakespeare Event									
4-Revenues	13,000	(89)	742	(831)	-111.99%	11,785	9,778	2,007	20.52%
5-Expenses	(13,500)	(8,120)	(6,251)	(1,869)	-29.90%	(16,732)	(15,645)	(1,087)	-6.95%
1907-Shakespeare Event Total	(500)	(8,209)	(5,509)	(2,700)	-49.01%	(4,948)	(5,867)	920	15.68%
1908-Fun Run Event									
4-Revenues	70,500	0	0	0	0.00%	60,228	64,682	(4,455)	-6.89%
5-Expenses	(64,500)	(16,143)	0	(16,143)	0.00%	(43,335)	(54,481)	11,146	20.46%
1908-Fun Run Event Total	6,000	(16,143)	0	(16,143)	0.00%	16,892	10,201	6,691	65.59%
1909-Entertainment In The Park									
4-Revenues	3,500	(21)	0	(21)	0.00%	3,891	2,543	1,348	53.00%
5-Expenses	(4,000)	0	(100)	100	100.00%	(2,138)	(3,968)	1,830	46.12%
1909-Entertainment In The Park Total	(500)	(21)	(100)	79	78.74%	1,753	(1,425)	3,178	223.01%
1910-Light the Torch Run									
4-Revenues	30,000	7,505	7,385	120	1.62%	24,778	19,802	4,975	25.13%
5-Expenses	(25,300)	(4,040)	(4,054)	14	0.34%	(4,496)	(5,428)	932	17.17%
1910-Light the Torch Run Total	4,700	3,465	3,331	134	4.01%	20,282	14,374	5,907	41.10%
1925-Reindeer Run									
4-Revenues	35,000	330	3,540	(3,210)	-90.68%	18,573	8,262	10,310	124.79%
5-Expenses	(23,000)	(990)	(1,223)	234	19.09%	(1,589)	(2,676)	1,087	40.62%
1925-Reindeer Run Total	12,000	(660)	2,317	(2,976)	-128.46%	16,984	5,586	11,397	204.04%
Grand Total	18,667	(35,825)	(11,062)	(24,763)	-223.86%	123,373	94,088	29,286	31.13%

TO: Michael Benard, Executive Director
FROM: Vicki Beyer, Director of Recreation
RE: Recreation Department Report
DATE: October 2, 2017



Community Center Rentals and Revenue Comparison- Jean LeDonne

September 2016/Setember 2017

	# of Reservations			Total Rental Hours			Rental Revenue		
	2016	2017	change %	2016	2017	change %	2016	2017	change %
Paying Renters	88	75	-14.8%	261.25	167.5	-35.9%	\$6,235.52	\$ 4,329.77	-30.6%
WDSRA	21	14	-33.3%	52	32	-38.5%		0	
District 200	15	18	20.0%	87.5	105.5	20.6%	0	0	
External (Other)	6	5	-16.7%	20.5	21	2.4%	0	0	
Total	130	112	-13.8%	421.25	326	-22.6%	\$6,235.52	\$ 4,329.77	-30.6%

*Fewer commercial rentals in September 2017 contributed to decrease in revenue compared to September 2016

Preschool & Camps- Jamie Martinson

Preschool/Toohey Park Programs

	2016-YTD	2017	% Difference
Wide Horizons Preschool	113	126	+10.3%
Toohey Park Programs	97	100	+3%

- Wide Horizons Preschool field trips to the Lincoln Marsh have been scheduled for the first two weeks of October. Our preschoolers are excited to take part in the Wetlands Exploration program. We are happy to continue to support our own district by having our field trips in-house.
- Preschool & Camp Manager re-certified preschool and early childhood staff in AED/CPR/First Aid on September 6.
- Wide Horizons picture day is scheduled for September 27 & 28.
- Seasonal landscaping work was scheduled at Toohey during September. Minor repairs to the playground surface at Toohey were also complete in September with the entire playground surface scheduled to be replaced November 20-23 while the children are on Thanksgiving Break.
- Child Passenger Safety Week was the week of September 18. During this nationally recognized week, we take the initiative to send home important information and flyers regarding safety seats and how to assure you are choosing the appropriate safety seat for your young child.

Programs

- Fall special interest programs started in September, with our first cooking classes taking place on September 25 with 15 children enrolled.
- Work continues in preparation for the Halloween Happening Event. We have confirmed Key Club volunteers from both Wheaton North and Wheaton South high schools. We have also started to confirm internal park district staff as additional volunteers.
- Confirmation of outside agencies continues for the “Trunk or Treat” aspect of Halloween Happening. We currently have Septran, WDSRA, DuPage County Department of Transportation, Wheaton Fire and Wheaton Police department confirmed. We are hoping to gain a few more to take part in this special event.

Miscellaneous

- Preschool & Camp Manager attended the Wheaton Warrenville Early Childhood Collaborative quarterly meeting on September 13. The focus of this discussion was how to get our message out to the community, and assure our community knows of all the wonderful services and programs we offer.
- Preschool & Camp Manager attended the WDSRA quarterly meeting on September 20. The focus of this meeting was summer camp feedback and planning for the upcoming seasons. Summer camp feedback overall was excellent. Parents of our participants who utilized WDSRA services this summer were very satisfied with the types of inclusion and the types of programs offered.
- Many training opportunities were presented at the WDSRA quarterly meeting. Jamie shared these opportunities with Recreation/Athletic staff on September 21. Some of the training opportunities are Front Desk/Front Line staff WDSRA training; New FT Staff Training on inclusion; “Handle With Care” (formerly CPI) training and more. Many of our staff showed interest in participating in these training opportunities. Jamie is working with WDSRA to get them scheduled for our staff.
- Jamie Martinson, Sally Oppenheim, Darrell Houston and Joe Themel worked to create the template for the Green Team annual report for September 27.

Varied Interest- Cristin Handlon

Events

- Halloween Happening preparation continues for the October 20, 2017 event.
- Preliminary preparation has begun for the 2017 Mother/Son Bingo event. There are currently 14 couples enrolled.
- Nerf Family Battle Event was held on September 15 from 6-8pm. There were 51 people in attendance to enjoy Nerf games and pizza and water.

Programs

- Fall Dance classes began the week of September 11. There are 127 dancers participating.
- Teen Service Series ran their first trip for the fall on September 17 to West Suburban Humane Society, in co-op with Glen Ellyn Park District. The next Teen Service Series trip will be October 12 to Ronald McDonald House.
- Children’s Playhouse rehearsals began September 12. All kids that auditioned were cast resulting in 42 cast members.

Adult Education- Matthew Wrobel

Kiwanis Club of Wheaton Peanut Day

- The Wheaton Park District and Kiwanis Club of Wheaton were able to raise \$11,000 for the following years Kiwanis events and programs. The club will be writing a check for \$2,000 to the Wheaton Park District which will be divided up to be donated to several foundations within the Park District. They include: Leisureship, Play for All Foundation, Cosley Zoo Foundation, and Employee Relief Foundation. 35 shifts were covered which equates to 70 hours of volunteering by Park District employees. This was a very successful fundraiser for the Club who deeply appreciates the help of the Park District.

Cooperative Partnership - 2017

- The Cooperative Partnership for Adult Education includes the Glen Ellyn, Lombard, Carol Stream, Winfield, and the Bloomingdale Park Districts. The breakdown per season of participants from other districts are; Winter 2017 with a total of 40 participants, Spring 2017 with 29 participants, and Summer 2017 with a total of 8. The total number of participants and dollars that the Wheaton Park District received from these three seasons is: 77 total participants and \$3,532.80 in revenue.

Mary Lubko Center- Linda Dolan

September Day Travel

- September 12 Chicago Riverwalk 47 participants
- September 19 Vintage Railcar Dining 100 participants
- September 27 Rock of Ages 21 participants
- Two extended travel previews were held this month. On September 22 Premier Travel previewed their San Antonio Fiesta trip, which was attended by six people. On September 29 Mayflower previewed the Chicago Cubs Arizona Spring Training trip plus Historic Natchez. Ten people attended the preview.
- Senior Yoga is a new program that began on September 8. It is a drop in program, designed to offer flexibility allow participants the ability to pay as they go. Carlene Haavig is the instructor. An average of 16 people attended the class this month.

Special Events/Sponsors

- September 13 Coffee House/Wyndemere 30 participants
- September 15 Brunch at Travanse 35 participants
- September 27 Beading Bonanza/Ardent Care 20 participants

Lincoln Marsh/Green Team- Terra Johnson, Deb Ditchman & Mike Kelly

- Lincoln Marsh hosted a total of 1557 participants in September.
 - Challenge Course staff presented a total of 84 challenge course programs to 1173 participants.
 - Environmental Education staff presented a total of 34 environmental education programs to 384 participants.
- Environmental Education staff attended their fall in-service training to prepare for the upcoming fall programming season.
- Challenge Course Supervisor conducted First Aid and CPR training for several new Lincoln Marsh staff.
- Lincoln Marsh Environmental Education staff attended Glen Ellyn Arbor View School's Back to School festival to promote programs.

Customer Service & Registration- Sue Vasilev, Lyn Havelka & Rick Napier

Rec Trac

- Daytime Community Center Manager created tickets for *Party for the Cure: Zumbathon* for Group Fitness Coordinator.
- Daytime Community Center Manager updated Open Gym Basketball fees for Athletic Manager.
- Daytime Community Center Manager added *League Registrations*, *League Maintenance*, and *League Team Maintenance* buttons to RecTrac home screens of Athletic Managers.
- Daytime Community Center Manager updated Garden Plot fees for Facility Scheduling Coordinator.
- Registration Manager processed Period End Processing reports for summer of 2017. Reports were prepared/sent to the Recreation Services sub-committee.
- Registration Manager met with recreation/athletic program managers to review/proof the winter rough draft to the program masters submitted.
- Registration processed the 3rd installment billing invoice for 264 Wheaton Wings families. Payment due Oct. 1.
- Registration processed the 3rd installment billing invoice 104 Wide Horizon's families. All families are up to date now with their payments after following up with four families. Payment is due Oct. 1.
- Registration updated the Leisureship 2017 Pool Pass Visit Spreadsheet. The average pool visits per family member was 10.

Customer Service Attendant Trainings

- Reviewed *QBQ-Question Behind the Question* stories for Customer Service Appreciation Week
- Deconstructive/Constructive Words
- Santa Express
- Responding to Medical Emergencies
- Lost/Missing Person Lockdown Protocol

General

- Daytime Community Center working with Museum Manager/Educator to create a *Paintings & Wine* night for October 2017
- Daytime Community Center completed department-wide Ergonomics Workstation Evaluations
- Evening/Weekend Community Center Manager ordered staff shirts from Lands' End. Worked with Lands' End and Valerie Lorimer to approve WPD Logo.
- Evening/Weekend Community Center Manager provided the new Athletic Manager (Toni Giovenco) with an introduction to the front desk operations.
- Customer Service Week - Registration Manager met with additional staff to finalize the preparations for our 3rd annual Customer Service Week to be held the first week of October (Oct. 2 – Oct 6)

TO: Mike Benard, Executive Director
FROM: Andy Bendy, Director of Special Facilities
RE: October 18, 2017 Board Report

Cosley Zoo - Susan Wahlgren, Zoo Director

Admissions:

- Year-to-date visitor numbers continue to be slightly ahead of 2016 with the zoo welcoming an additional 3,829 guests. Revenue is up 30.7%, or \$94,860 over 2016. Financial data and visitor numbers are below:

Admission Revenue

Month	2017 Revenue	2017 Avg./Day	2016 Revenue	2016 Avg./Day
January	\$ 3,670	\$ 122.33	\$ 1,916	\$ 63.87
February	\$ 17,697	\$ 632.04	\$ 4,857	\$ 167.48
March	\$ 11,896	\$ 383.74	\$ 14,715	\$ 474.68
April	\$ 37,966	\$1,257.17	\$ 25,013	\$ 833.77
May	\$ 44,559	\$1,423.87	\$ 36,432	\$1,175.23
June	\$ 49,401	\$1,646.69	\$ 34,397	\$1,146.57
July	\$ 55,323	\$1,784.61	\$ 33,789	\$1,089.97
August	\$ 55,082	\$1,776.85	\$ 36,553	\$1,179.13
September	\$ 33,415	\$1,113.83	\$ 26,476	\$ 882.53
Total	\$309,008	\$1,131.90	\$214,148	\$ 784.43

Visitation Year to Date

Month	2017 Visitors	2016 Visitors
January	1,500	1,155
February	6,514	2,456
March	4,948	8,836
April	15,350	14,126
May	19,515	22,544
June	22,107	21,011
July	22,759	20,396
August	23,460	20,402
September	13,255	14,653
Total	129,408	125,579

Significant Activities/Accomplishments

Education Programs and Activities:

- On Wednesday, September 20, Education Supervisor, Natasha Fischer made a visit to Wheaton College to speak with a class of psychology students to begin orientation for their upcoming chicken training experience. The same 20 students came to the zoo on Friday, September 22, for a tour and to complete their orientation.
- Educator and Teen Specialist, Jackie Karnstedt conducted orientation for 18 new Junior Zookeepers. These new JZs join 30 returning teens for a total of 48 participants enrolled in the program for 2017-18.
- The zoo continues to engage more people each year through educational programming. To date in 2017, the zoo has interacted with 5,116 more guests than in 2016 during the same timeframe. This is an increase of 6.2%. Program data for September and year-to-date is below:

Total Programs – September

Type of Program	2017 Number of programs	2017 Number of participants	2016 Number of programs	2016 Number of participants
Outreach	1	30	2	70
Casual Interpretation	192	6891	169	6336
Birthdays	2	41	1	20
Camps	0	0	0	0
Jr Zookeepers Club	2	18	2	45
School programs	6	82	5	71
Scout Programs	5	70	2	27
Park District programs	2	49	5	79
Special/Members Events	0	0	0	0
Rentals	14	683	13	960
Total	224	7864	199	7608

Total Programs – Year to Date

Type of Program	2017 Number of programs	2017 Number of participants	2016 Number of programs	2016 Number of participants
Outreach	80	3089	80	2538
Casual Interpretation	1489	65435	1400	60383
Birthdays	8	164	15	284
Camps	5	66	6	88
Jr Zookeepers Club	44	369	42	421
School programs	185	4014	147	3360
Scout Programs	20	275	28	438
Park District programs	34	645	46	1282
Special/Members Events	8	3682	7	4709
Rentals	87	4790	65	3910
Total	1960	82529	1836	77413

General Activities:

- The zoo's Emergency Preparedness Team conducted an employee injury drill on Tuesday, September 19. This surprise drill challenged the staff by having them deal with a possible electrocution.
- The annual Pumpkin Fest sponsored by the Cosley Foundation began the last week of September with the arrival of pumpkins, corn stalks, gourds, and other seasonal merchandise.
- On September 28, the zoo welcomed seven students, one advisor, and one professor from Roosevelt University. After receiving a brief animal behavior overview from staff, the students spent several hours conducting behavioral observations on zoo residents.
- The zoo organized an Eat Out to Help Out event with Village Tavern for Wed., September 6. Anyone presenting an official invitation (distributed by zoo staff) at Village Tavern between 11am-11pm earned the zoo a donation of 20% of the invoice. This endeavor earned the zoo \$175 which will be sent to AZA SAFE in support of the Vaquita.
- Zoo Director, Sue Wahlgren, Education Supervisor, Natasha Fischer, and Animal Curator, Angie Dosch traveled to Indianapolis from September 9-14 to attend the AZA Annual Conference.
- Two zoo staff joined neighbors in the Pioneer Terrace sub-division for their annual meeting and dinner. Staff was present to promote good relations and to answer any questions regarding the zoo's master plan.

Parks Plus Fitness – Ryan Miller, Manager

- The Health and Wellness Committee met September 5th to discuss the upcoming events and 2018.
- Michelle Artis and Ryan Miller volunteered at the Peanut Days for the Kiwanis Club September 7.
- Staff met with the Lions Club September 12 to discuss the upcoming Reindeer Run. Staff covered sponsorships and marketing for the event.
- Michelle Artis & Ryan Miller attended the Leadership Academy at the Parks Service Center September 18.
- The Health and Wellness Committee hosted a Lunch and Learn Event September 19 at Parks Service Center with Owen and Joe. They covered maintenance on your vehicle leading up to the winter months where 24 employees attended this event.
- Staff hosted Packet Pickup at First Trust Portfolios September 27 where over 70 percent of the runners picked up their packets.
- Wheaton Park District and FT Cares Foundation hosted the Light The Torch Run September 29 --- 907 participants participated in the event.
- Race Numbers: Fun Run in Color – 1,141, Cosley Run for the Animals – 2,021, Light the Torch 5K – 907, Reindeer Run – 251.

PPFC Membership per month 2017

PPFC Membership Breakdown	Annual	3-Month	1-Month	Fit-N-Swim	Total
September 2017	2,009	12	13	0	2,034
September 2016	2,018	10	18	0	2,046
August 2017	2,001	10	18	0	2,029
August 2016	2,024	7	37	0	2,068
July 2017	1,997	15	41	1	2,154
July 2016	2,034	18	31	0	2,183
Monthly Total Attendance/ Usage	7,890				

PPFC September 2017 New and Renew Memberships:

Membership Type	New	Renew	Total Amount
Annual	26	58	\$20,669.00
Silver Sneakers	22	48	\$4,500.00
3 Month	6	6	\$1,432.00
Total for all Types	54	112	\$26,601.00

Arrowhead Food and Beverage, Brian Whitkanack- Director, Restaurant and Banquet Operations

Banquets

- Held 71 events for 4,571 guests in September.
- Hosted 12 weddings and 8 outdoor ceremonies
- September is our busiest golf outing season as we hosted 9 larger outings this month, including IASBO, Electricians Association, On Par, and Win Trust among others.

Restaurant

- Had our monthly First Friday Music with *Forget Hannah* playing your favorite classic rock tunes. This was one of the most complimented groups we have had.
- Our annual Oktoberfest menu was a big hit as usual. Alan's great food combined with a variety of Oktoberfest beers continues to be a hit year after year.
- Every Sunday during the NFL season, we offer ½ price Chicken Wings and Miller and Coors Light draft beers. We are also an Official Bears Headquarters Bar, meaning we get all sorts of goodies to give away throughout the year for Bears fans who choose Arrowhead as their place to watch the game.

Arrowhead Golf Club-Bruce Stoller, Director

- A record setting September saw the longest late season heat wave in the areas history with seven consecutive days of high temperatures at or above 92 degrees. It was the second longest stretch of such temperatures in the last 50 years regardless of the time of year. It was also the fourth driest September on record with just over an inch of rain falling during the month.
- The grounds department work extra hours to combat the heat and lack of precipitation. The use of chemical wetting agents, plant growth regulators, overnight irrigation and daytime spot watering were all instrumental in preserving plant health.
- Work was started on the bid for 2018 chemicals and fertilizers. The bid will be opened in October and presented for approval in November.
- The middle tee box on number #9South was rebuilt to eliminate an ongoing issue with standing water. It will be ready for play early next season.
- New sod was put down on a number of bunker faces and on bare spots near cart paths throughout the course.
- The golf outing season continued with eight large events taking place in September. These included four fundraisers, three trade associations and one business.
- The high school season continued through the month with meets and/or practices on almost every Monday through Thursday. Our commitment to the schools will end for the season in the first part of October after the IHSA tournament series is completed.
- The annual Couples League came to a close over the Labor Day weekend with Dick and Carol Gnegy being named champions this year. The season ending party was again held in conjunction with the Club Championship awards which took place on the evening of the 10th.
- The Club Championship was held on the weekend of the 9th and 10th. Winners included Tim Countryman, Brian Larson, John Carlson and Ed Schoenenburger.
- The four large booths in the bar area were recovered early in the month. They had not been replaced since the building opened 11 years ago and they started to show their age. The work was done overnight so as not to impact business.
- Arrowhead staff assisted at the pools by installing a new compressor in a cooler.

	2017	2016	2015	2014	2013	5 Yr. Avg.
August Paid Rounds	6,391	5,841	6,554	6,167	6,256	6,242
YTD Paid Rounds	43,148	43,409	45,150	44,941	44,167	44,163

Historical Museum- Michelle Podkowa, Educator

Collections and Exhibits

- Staff finalized the exhibit catalog for 1917. The catalog will debut in early October.
- Museum Curator, assisted by DuPage County Facilities Department, is moving a large artifact to offsite storage this week.
- 1917: *Catalyst for the Modern Era* exhibit opened on September 23. The opening had three crafts associated with it and 11 people participated in the crafts. Several dozen people attended the opening.
- Digitization continues with the photographing of the collection.

Educational Programs and Events

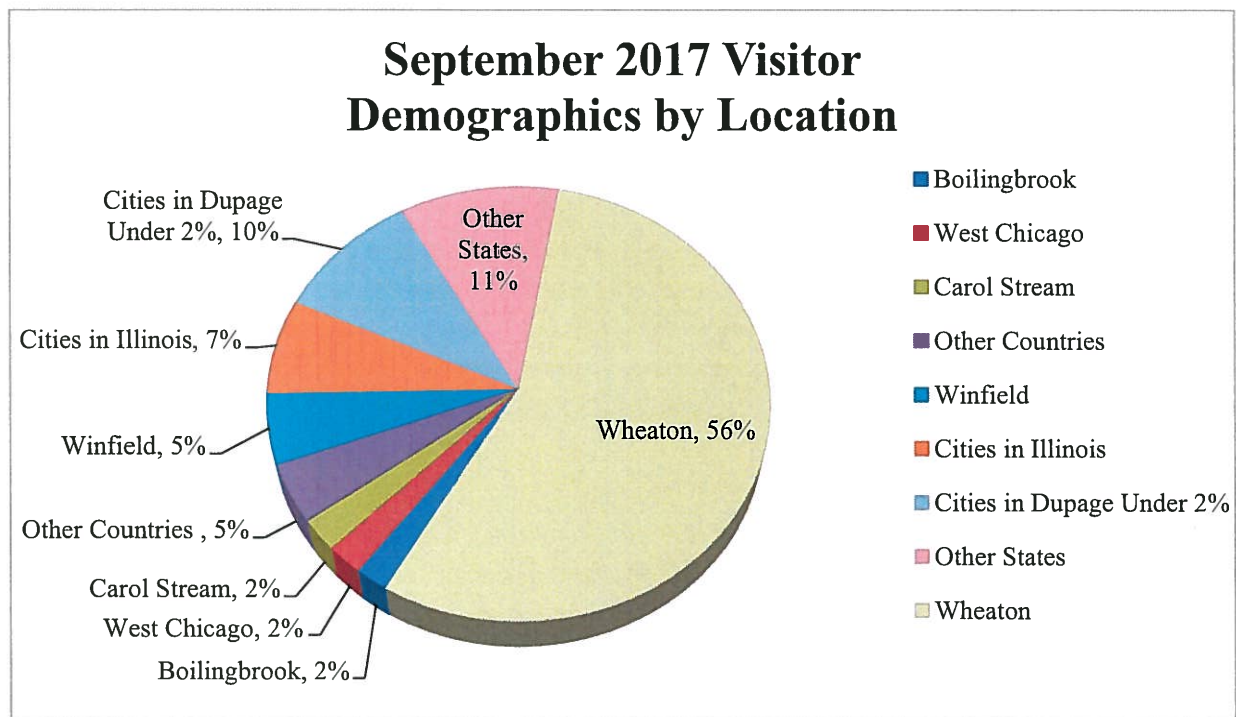
- The Museum hosted a Victorian Tea Birthday Party on Saturday, September 9. Fifteen children participated.
- Clare Woods Academy attended the Museum for a self-guided tour on Friday, September 8.
- Staff attended Culinary Historians meeting to plan a spring partnered event on March 22.
- Staff facilitated a tour for UW Milwaukee for 15 participants.
- Museum Curator presented 1917: *Catalyst for the Modern Era* at Winfield Library on September 19. Twenty-five attended.
- DCGS and the Museum hosted European Immigrants in America on September 20 with 49 in attendance.
- The Museum hosted a Victorian Tea Birthday Party on October 1 with 17 attending.

Marketing and Foundation Events

- Staff assisted with On Par golf outing on Thursday, September 21.
- Marketing designed a template to use on the TV inside the Museum foyer.
- A membership giveaway for the Explorer's club was designed and approved.
- The rental rack card was updated with new pricing.
- Plans continue with Marketing for the 50th Birthday party on October 21.

Administration, Training and Safety

- The Museum received three awards from the Illinois Association of Museums for its' 50th birthday, *From Flame to Fluorescent*, and the roof replacement project.
- The Museum hosted one private rental in September.
- The StEPs Collections Team met to continue preparing the Collection policies and procedures for future accreditation.
- Staff met for their fall quarterly meeting. Training on all WPD policies was included.
- Museum Manager met with *Suburban Life* to feature the Museum for its 50th birthday in October. The article appeared in the newspaper on Thursday, September 28th.



Total Visitors for September 2017: 495 (compared to 580 in September 2017)

Total Visitors for 2017: 6783 (compared to 5,796 in 2016)

Aquatics/Safety – Wendy Russell, Manager.

- Thanks to all staff at both facilities for making it a safe and enjoyable season for 124,045 visitors to our aquatic facilities this summer.
- Dan Novak, Max Yoshikawa, and Wendy Russell have been working to assemble the Aquatics Annual Report for the October Board Meeting.
- Max Yoshikawa began work September 18 as the new Aquatic/Safety Manager taking over when Wendy Russell retires at the end of the year. Wendy is working with Max to learn the many details of the position.

TO: Mike Benard, Executive Director
FROM: Margie Wilhelmi, Director of Marketing / Fund Development
RE: October 18, 2017 Board Report

Marketing

Winter Program Guide

The four-color magazine format winter program guide has been finalized and will deliver to residents on or about November 7. Marketing staff is working with Community Center front desk to arrange an on-site guide unveiling on or around registration opening on November 14.

Arrowhead Restaurant

Registration for the Pumpkins & Pancakes event has been very successful. Currently the event is sold out. The fall menu has been finalized and sent to the printer. The menu will launch on October 18.

Arrowhead Golf Course, Driving Range & Cross-Country Skiing

The October eblast has been distributed promoting fall rates and the Putt for Pink, breast cancer awareness event, on October 16, whereby all green fees will be donated to the Breast Health Center at Northwestern Medicine. Pelican Golf is offering a 16-week golf clinic beginning on November 7. This will be promoted via a banner at the Butterfield entrance, on table tents in the restaurant and in the check presenters.

Arrowhead Events

An eblast has been created to promote the Corporate Open House event taking place on November 2.

Cosley Zoo

On Friday, October 20 at 7am, 103.5 Radio will be hosting a live Pumpkin Smash event at Cosley Zoo. The station is promoting their event and Cosley Zoo on-air the week prior. Collateral materials are under way for Festival of Lights & Tree Sale Event.

DuPage County Historical Museum

The new 1917 Catalog has been completed. It is now on sale in the museum gift shop for \$11.95. Mailed invites and eblast for the 50th Birthday party event for October 21 have been distributed.

Parks Plus Fitness Center

Community Appreciation Days took place September 9-12 at Parks Plus Fitness Center. New and renew members received 15% off their membership throughout the month, but 20% off during the 9/9-9/12 dates.

Results: 2017 = \$21,000 / 2016 = \$21,596

During the month of October, the fitness center is offering 20% off on two days only, October 9 & 10.

Aquatics

Staff has been working on the annual report, pulling web and email statistics as well as graphics of all marketing elements completed during 2017.

Clocktower Mini Golf & Skate Park

A facebook boosted post presented the community with two design options. Staff collected the comments and number of likes under each design along to the Planning Department who has selected our vendor for the redesign. The comments were also used to fine tune the design with the vendor as well.

Recreation

Recreation created two signs for Toohey Park that will go on the sign and fence promoting "Early Childhood Programs Happen Here". Mary Lubko Center will have a two page spread in the Winter Program Guide. Staff worked together (marketing and recreation) to write the article that will explain the history and feature a feel-good story of residents who

love our programing. Halloween Happening marketing and promotional pieces are out. The sponsorship goal of \$1,000 has been met.

The WPD October E-Newsletter sent on 9/30 (23% open rate, 433 clicks / more than 200 clicks than in September)

Programs that saw the most “click throughs”

85 – Oktoberfest at Arrowhead

49 – Spooktacular at Cosley Zoo

46 – Pumpkins & Pancakes at Arrowhead

44 – Halloween Happening at the Community Center

35 – Wicked Trip with the Mary Lubko Center

27 – Lincoln Marsh Halloween Geocache Event

Special Events

Ft. Cares Light the Torch Night Run | September 29

The final runner count was 907, an increase of 3% over last year and overall sponsorship secured was \$54,100 an increase of 52% over 2016.

The event was a success.

A message received from the Auxiliary Officer in charge of our event stated,

“Event went well, no complaints were called into the desk at the Police Station.

Park District did a great job. It was a real nice event and great PR for the community.”

Reindeer Run| December 2

To date, 271 are registered for the event. This includes 218 Race Wheaton participants.

We are currently finalizing sponsors. To date \$33,250 has been collected.

Fund Development

Cosley Zoo Foundation

A cocktail reception will be held on November 2 from 5:30-7:30pm for master plan interviewees. The event will update those interviewed on the revised plan based on the Schultz & Williams recommendations after completing the initial interviews.

Pumpkin Fest runs the entire month of October with Wheaton Bank & Trust as the presenting sponsor.

The Festival of Lights & Trees will begin next month on November 24 and will run to December 30.

Memberships: 29 memberships were processed in September. 19 new memberships and 10 renewals.

DuPage County Historical Museum Foundation

The On Par for DuPage Golf Outing was held on Thursday, September 21 at Arrowhead Golf Club in partnership with People’s Resource Center. Event sponsorship totaled \$14,550 and 79 golfers participated in the outing, with estimated net revenue of \$16,000. Event proceeds will be split between the Museum and PRC.

The Casino Night planning committee held its first meeting on Wednesday, October 11 for the March 10 event. The event sponsorship materials are being finalized and tickets go on sale on October 15.

Play For All Playground & Garden Foundation

An After Hours Multi Chamber (Lisle & Wheaton) event is being planned for Thursday, October 19 from 4:30-6:30P. The event will target chamber members, business leaders, and elected officials in the surrounding communities to promote the treehouse project and secure additional corporate and individual funding. The program will include a presentation by parents who will speak to the benefits of the playground.

TO: Michael Benard, Executive Director
FROM: Mary Beth Cleary, Director of Athletics
RE: Athletic Program Report
DATE: October 6, 2017



Athletics

Adam Lewandowski and Haris Hadzic from the Athletic Department will be attending Pilot Facility Management Workshop through IPRA October 20, 2017.

Baseball/Softball

Baseball and Softball is in the process of revamping signage at all of their fields/parks. This signage will include field names and numbers, do not hit balls into fence signs, and sportsmanship signs. These signs will continue to give the ballfields and parks a more defined and inviting look. A new marketing plan was put together for the baseball and softball programs that include percentage nights at local restaurants, more signage, and email communications being sent out at peak program registration times. These times were figured out by looking at 3 years of registration data. The planning of the renovation of the Central Athletic Complex Batting Cages has started and quotes are being put together by the planning department. Some of these renovations include adding turf to the entire room, batting cages that rise to the ceiling electronically, new soft toss areas, and new padding on the walls. . This will allow our teams and rentals to do much more in this room and continue to help with the development of our young athletes.

Travel Softball

The 18 U Wildcats Travel Softball Team took first place at the DuPage Express Fastpitch Fallout Tournament this past weekend.

Fall In-House Basketball Leagues

We are accepting registration for both co-rec and girls fall in-house basketball leagues. We currently have 251 players registered for co-rec and 44 players for the girl's league. The league play does not begin until October 28. The coaches' meeting was Wednesday, October 4 at 6pm.

Thunder Travel Basketball Program

Thunder Girls Travel Basketball had their tryouts on September 16 and 17 at the Central Athletic Complex. We will have one team at the 4th, 5th and 6th grade level and potentially a 7th and 8th grade combined team. Practices begin the middle of October with games starting in November. The scheduling meeting for the WSGBL (West Suburban Girls Basketball League) is set for Sunday, October 29th at the Community Center. At this meeting all the teams in the league come together and create the schedule for the entire season in about two hours.

Vipers Travel Basketball Program

The Vipers Travel Basketball tryouts were held on September 23rd and 24th. We currently have 55 registered for the 3rd and 4th grade tryouts and 42 for 5th grade. This year the DYTBL (DuPage Youth Travel Basketball League) has extended into 3rd grade so Wheaton has decided to combine our third and fourth graders together. Practices will start in the middle of October with games starting in November. The scheduling meeting for the DYTBL (DuPage Youth Travel Basketball League) is set for Sunday, October 22nd at the Community Center. At this meeting all the teams in the league come together and create the schedule for the entire season in about three hours.

Feeder Basketball Program

The Wheaton North Feeder program currently has 70 participants between 6-8 grades. Wheaton-Warrenville South Feeder program currently has 61 participants between 6th, 7th and 8th grades. Practices start middle of October with games starting in November. Athletic Manager Dolphin has worked closely with both high school basketball coaches and Athletic Directors to secure practice space at the high schools.

Nerf Battle Family Special Event

Athletic Manager Dolphin and Recreation Supervisor Handlon had their nerf battle family event and it went great! We had 47 people pre-register and two people pay at the door for a total of 49 participants. Everyone got a bottle of water and piece of pizza with their registration. The large gym was setup for an open nerf battle. The balcony was setup as a "shooting range" with balloons at different heights that everyone could practice shooting at. The turf was setup with an obstacle course that everyone had to run through without getting hit. Everyone loved the obstacle course so much there was a line of 15 people the whole night. Overall the event was great and looking forward to doing it again in the spring.

Wheaton Wings Travel Soccer

Wings fall soccer season has begun and is going very well.

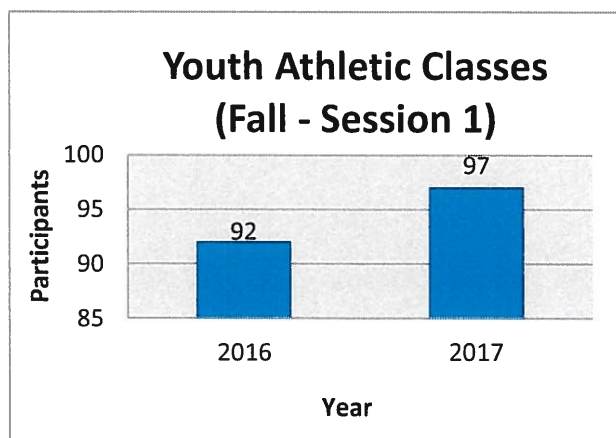
- Teams participated in the Glen Ellyn Lakers Fall Classic Tournament September 29-October 1.
 - 2007/U11 Boys Black- 1st place
 - 2006/U12 Boys Black- 2nd place
 - 2005/U13 Boys Yellow-2nd place
 - 2007/U11 Girls Black- 2nd Place
- Preparing teams for winter leagues and tournament registration.
- Wheaton Wings U14 Black (Girls) won first place in the Championship Division at the Palatine Celtic Cup Tournament September 1-3.

Fall In-House Soccer

Enrollment for fall soccer is currently closed and waitlist enrollments are being accommodated. This fall season there were 5 teams added from the Winfield Park District, Winfield in Action (WIA) soccer program and West Chicago. They are not reflected in the participation amount below but contribute about \$5,000 of revenue to the program.

Fall Youth Athletic Classes

Fall Youth Athletic Classes have started and all classes are running. T-ball and soccer continue to be the most popular class. Alex Zamsky and Emma Fieweger are the lead instructors.



Fall Corec Volleyball

The Fall Co-rec Volleyball season is about to get underway. Currently, we have 224 participants signed up for all three leagues. The coaches' meeting was September 28th. Practices began the week of October 2nd.

Fall Soccer Shots

Soccer Shots Fall classes have begun. Soccer shots have been a great contractual company to work with and many of the participants have been very pleased. Carly Mondschean is the owner and we talk weekly to ensure we are putting out the best program we can.

Rams Football

- Wheaton Rams Tackle Football and Flag Football are going strong this season. Please join us out at Graf Park during every Saturday in October for some family, fun and football.
- Picture day was held on September 5.

Rams Cheerleading

- Wheaton Cheerleading completed their first competition on September 30. Great job by all our squads.
Results:
 - 7/8th Grade took 2nd Place
 - 5th Grade took 1st Place with a Bid to State
 - 4th Grade took 3rd Place
- Picture Day was held on August 22

TO: Mike Benard, Executive Director
FROM: Rob Sperl, Director of Parks & Planning
DATE: October 5, 2017
SUBJECT: Board Report, September 2017

Administration/Overall Department

- Firewood Pickup: Closed this month.
- Park Permitting: 16 Patrons came in this month to reserve a picnic shelter, wedding location, or park area.
- Commemorative Program: 1 Memorial was completed.
- Working on getting everyone enrolled in Paylocity.
- TMA training will be onsite conducting additional training for admin and supervisors.

Planning

- Bids were received for the delivery of fuel to Park Services Center and Arrowhead maintenance for the next 3 years. The pricing represents only a small increase to our current pricing.
- Bids were received to replace the Taylor Barn roof at Cosley Zoo. The cedar shake roof will be replaced with asphalt shingles.
- Change order 4 for the Rathje Park Improvements project includes a small amount of additional concrete near the bridge and a small amount of asphalt work at the entrances to the parking lots.
- Change order 1 for the Fall Asphalt project includes the replacement of a culver under the paths at Atten Park.
- The sanitary district requires an easement at south end of Lincoln Marsh to replace existing sanitary sewer.
- New pre-cast concrete Skate Park equipment will be purchased through joint purchasing to replace the original equipment.
- Staff is seeking quotes for batting cage netting and padding at the Central Athletic Complex that would allow the space to be more flexible and increase its use for rentals.

Parks & Buildings Operations

- Haul 4 loads of scrap metal to recycle center.
- Assemble 40 picnic tables and deliver to various Parks.
- Girl Scout cabin electrical outlet installation.
- Repair wash machine in PPFC.
- Sump pit installation in CAC tunnel.

- Graf football light repairs trenched new conduit and electric supply.
- Graf overpass light LED replacement started, center section completed.
- Rathje underground plumbing repair. Removed concrete floor to expose rotted out galvanized elbow. Replaced elbow, poured concrete patch, tile bathroom.
- Run new electrical supply lines to aerators and light poles around Rathje pond due to construction.
- Check ceiling tiles second floor at CC for falling fire proofing caused from roof construction.
- Installed shelving in Atten and Graf garages for Rec Dept. storage.
- Building Inspections and repairs completed for September
- All outdoor drinking fountains were inspected and repaired as needed for the month.
- Cameras were installed at the Northside Shelter due to vandalism problems
- Girl Scout cabin shed addition was re-sided and painted.
- The Hurley Gardens pond was drained and cleaned twice for picture ceremonies.
- Clock Tower pond was checked and filled.
- Eight light bulbs were replaced and three heads re-aimed on the Northside tennis court lights.
- Two old Sloan valves were rebuilt at the Women's restroom at CAC.
- Removed speed bumps from Northside park
- Painted Cristin's office at CC
- Refurbished conference tables at CC
- Fire proofing clean up from roofing replacement at CC

Trades

- Installed 5-12 yr. old set and 2-5 yr. old set at Scottdale Playground. Formed and poured concrete curb around the perimeter of both playgrounds. Excavated soil, hauled stone and removed old wood chips
- Continued construction at Rec and Roll. Drywall, floor prep, and carpentry work.
- Event set up, staffing and take down for light the Torch 5k special event
- Sign work order for On Par for DuPage Golf Outing
- Sign and banner work orders for Cosley Zoo, Arrowhead and Athletics
-
- Horticulture, Turf & Natural Resources
- Trim crews continue the day-to-day operations of park maintenance
- Water tanks have increased to two per day. With the addition of many athletic field repairs that were done in August before the second season of soccer and lacrosse our watering needs during the drought have necessitated this.

- CAC ice rink area required some repair to the grade and turf parallel to the brick rink locations. The grade was not allowing water to flow appropriately to the storm sewers and the turf was in disrepair. The area was re-graded, soil added and new sod was laid. The hope is we will have a solid turf surface for traffic when the ice rink build happens.
- Staff mulched all of Northside park and finished seven gables
- Staff continues to paint stripe athletic fields for soccer, lacrosse and football. This takes four staff members 2 days to get through all of the fields.
- Baseball and softball fields continue to be groomed and made ready for play each day according to the online schedule
- Several baseball fields had end of season maintenance performed on them. Removal of lips where the outfields meet the infields, erosion areas repaired and edges defined.
- Fields at 7-gables and CAC were fall fertilized early in the month. The rest of the areas that were schedule to be fertilized were delayed until after we get some rain and the turf is not in extreme stress.
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Conservation

- Conservation staff removed several large declining trees from parks including: Rathje and Seven Gables Parks
- Removal of invasive species at Seven Gables Park on boarder of Loretto property and Gables
- Planting shrubs and transplanting trees from nursery stock to Seven Gables property line
- Transplanting Trees from nursery stock to parks throughout District
- Trail/ Teams course maintenance at Lincoln Marsh

Mechanic

- The replacement for our main snow/salt truck arrived and we completed the insulation of the salt box and snow plow
- Regular truck inspections rear completed
- We had racks installed in the back of the shop for equipment storage