

NORTHFIELD PARK DISTRICT
BOARD OF PARK COMMISSIONERS
MONTHLY MEETING
MONDAY, SEPTEMBER 23rd, 2024





**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING &
COMMITTEE MEETING ON LOCAL GOVERNMENT EFFICIENCIES
MONDAY, SEPTEMBER 23rd, 2024
NORTHFIELD COMMUNITY CENTER
6:30 PM**

AGENDA

1. Roll Call
2. Approval / Additions to Agenda
3. Correspondence
4. Audience Comments
5. Adjourn to Meeting of Committee on Local Government Efficiencies
 - a. Roll Call
 - b. Approval / Additions to Agenda
 - c. Correspondence
 - d. Approval of Meeting Minutes from May 22nd, 2023
 - e. Draft Report Review
 - f. Next Meeting Date
 - g. Survey of the Attending Public
 - h. Adjourn to Regular Meeting
6. Director's Report
 - a. Willow Park Project Update
 - i. Shelter Design Options
 - ii. Timeline Update
 - iii. Split Rail Fence Update
 - b. Consideration to Approve an Intergovernmental Agreement with Sunset Ridge School District 29
7. Consent Agenda
 - a. Approval of August 26th, 2024, Public Hearing and Regular Board Meeting Minutes
 - b. Approval of Cash Expenditures for Month of August 2024
8. Agency Reports
 - a. Finance
 - b. Recreation / Park Grounds and Facilities
9. Adjournment

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

CORRESPONDENCE

COMMITTEE MEETING
LOCAL GOVERNEMENT EFFICIENCIES

NORTHFIELD PARK DISTRICT
LOCAL GOVERNEMENT EFFICIENCIES COMMITTEE MEETING MINUTES DRAFT
MONDAY, MAY 23rd, 2023
NORTHFIELD COMMUNITY CENTER
6:30 PM

AGENDA

1. Roll Call
 - a. At 7:05 p.m. a roll call was made.
 - b. Present: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski
 - c. Present: Committee Members: Knight, Thompson
 - d. Absent: Commissioners: Pave
 - e. Also Present: Staff members: Byron, Reuter
 - f. Public in Attendance: Carol Ritchell

2. Director Byron Presented the Decennial Committee Information and Responsibilities
 - a. Governor Pritzker signed the Decennial Committee on Local Government Efficiency Act, 50 ILCS 70/1 et seq., into law, requiring Illinois townships, road districts and township multi- assessment districts – including park districts – to convene a committee to study and report on local government efficiency.

 - b. Each committee must be formed and hold its first meeting by June 10, 2023. The committee’s membership must include (1) the elected members of the governing board, (2) at least two residents appointed by the board president and approved by the board, and (3) the chief executive officer or other officer of the unit of local government. The committee or other officer of the unit of local government. The committee will be chaired by the board president or their designee. The chairperson may appoint additional members to the committee as he or she believes appropriate.

 - c. Each committee must: (1) study the governmental unit’s governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the county board in which the governmental unit is located. For our committee, Director Byron will compile the necessary data and present this to the committee for review at future meetings.

 - d. The committee is required to meet at least three (3) times and must submit a report to the Cook County board within eighteen (18) months after the formation of the committee. All committee meetings are subject to the provisions of the Freedom of Information Act (FOIA) and the Open Meetings Act (OMA).

3. Public Comment Section (up to three minutes per person)
 - a. No comments were made
4. Survey of the Attending Public
 - a. No comments were made
5. Adjourn to Regular Meeting
 - a. Commissioner Klein made a motion to adjourn
 - b. Commissioner Lutz seconded the motion. A roll vote call was made.
 - c. Voting Aye: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski.
Committee Members: Knight, Thompson, Byron, Reuter
 - d. Voting Nay: Commissioners: None
 - e. Absent: Commissioners: Pave
 - f. Abstaining: Commissioners: None



To: Park Board of Commissioners
From: Bill Byron
Subject: Committee on Local Government Efficiencies, Meeting #2
Date: September 23rd, 2024

I have included the draft report for Committee review and feedback. This report uses the template provided by the Illinois Association of Park Districts, and I believe we have included all the necessary information. Any sections that are currently shown as stricken will be removed before submission unless feedback dictates otherwise. You will also notice certain highlighted areas throughout the report. If you can think of any relevant examples for these sections that we may have missed, please share your thoughts at the meeting.

Our next committee meeting is scheduled for November 18th during our regular Board Meeting. At that meeting we will approve the final report for submission to the County.

**EFFICIENCY REPORT FOR THE
NORTHFIELD PARK DISTRICT
DRAFT**

**APPROVED BY THE PARK DISTRICT'S
COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY
ON NOVEMBER 18TH, 2024.**



I. Purpose

The Northfield Park District (“Park District”) formed its Committee on Local Government Efficiency on May 22, 2023, to study efficiencies and report recommendations regarding those efficiencies and increased accountability pursuant to 50 ILCS 70/1, *et seq.* (the “Committee”).

II. Committee Membership

The Committee consisted of the following individuals:

Nathaniel Pave, Committee Chair, Park Board President

Bridget Kennedy, Park Board Vice President

Donald Klein, Park Commissioner

Katherine Lutz, Park Commissioner

Beth Filoramo, Park Commissioner

Amy Manojlovski, Park Commissioner

Christopher Brandel, Park Commissioner

Patrick Knight, Resident

James Thompson, Resident

William Byron, Executive Director

James Reuter, Superintendent

III. Committee Meetings

The Committee met as follows:

Meeting Date	Meeting Time and Place
May 22 nd , 2023	Northfield Community Cener
September 23 rd , 2024	Northfield Community Cener
November 18 th , 2024	Northfield Community Cener

Minutes of these meetings are available on the Park District's website or upon request at the Park District's administrative office.

IV. General Overview of Governing Statutes, Ordinances, Rules, Procedures, Powers, Jurisdiction

The Park District was established by a referendum initiated and approved by the voters of the Park District in 1957. All Illinois park districts, including the Park District, are governed by the Park District Code, 70 ILCS 1205/1 *et seq.*

Having a separate and distinct taxing body for parks, recreation, and conservation within the local community, which operates apart from general purpose governments, is extremely beneficial to the community for many reasons, as detailed further in this report.

- **Elected, non-partisan, non-compensated board.** The Park District is governed by a board of seven commissioners. Commissioners must reside within the boundaries of the park district and are elected at the Consolidated Election in odd-numbered years. Pursuant to state law, commissioners are non-partisan and serve without compensation.
- **Accessible and focused representation.** Having a dedicated board to oversee these essential facilities, programs, and services provides the community with increased access to their elected representatives and allows those elected representatives to remain focused solely on those facilities, programs, and services. This is contrasted with general purpose governments where elected representatives are responsible for broad oversight on a wide range of issues. This special purpose benefit is particularly advantageous when it comes to budget and finance oversight.
- **Increased transparency.** Having a dedicated unit of local government to provide park and recreation services also improves the relationship between the park district and its residents because of the transparency and openness related to the board and park district operations. Having detailed agenda and action items allows taxpayers to be better informed about the inner workings of their local government. When individual units of government are responsible for providing specified services like park districts, transparency is increased because action items and budget procedures are more detailed. Additionally, these items and budgetary decisions are subject to more scrutiny by locally elected officials than is the case with larger, multi-purpose governments with a multitude of departments.
- **Protection of revenues.** Because the Park District is a separate unit of local government, the revenues it generates can only be used for park district purposes. This assurance is contrasted with general purpose governments like cities, villages, and counties that provide a multitude of services such as fire, police, public works, economic development, etc., where revenues that are generated specifically for parks and recreation can be expended on these other services with limited, if any, input from voters.

- **Protection of assets.** Public parks and other real property owned by the park district is held in trust for the residents of the park district, and, subject to very limited exceptions, can only be sold or transferred if residents approve of the sale or transfer by a referendum. This is contrasted with general purpose units of government, which have authority to sell or dispose of property by a vote of the governing board.
- **Providing the Community More with Less.** The Park District does more with much fewer funding options. Unlike other units of local government that receive direct state funding, and income, sales, use, hotel/motel, motor fuel and other numerous taxes, the Park District's only tax revenues come from a modest portion of a resident's overall property tax bill. In fact, despite its limited funding options, the Park District share is only 3% of the local tax bill.
- ***[Insert any additional examples of the way in which statutes/rules help your agency promote transparency, accountability, or efficiency compared to other governments.]***

As part of good governance and implementing best practices in the management of day-to-day operations, the Park District has also adopted the following ordinances, rules, policies, and procedures:

- **Investment and Portfolio Policy**
- **Park Conduct Ordinances**
- **Personnel Policies & Procedures (Employee Handbook)**
- **Safety Manual**
- **Risk Management Training and Safety Committee**
- **Comprehensive Master Plan**
- **Annual Financial Report**
- **Grant Audits**
- **IMRF Pension plan Compliance Review**

V. List of Shared Services and Partnerships

The Park District works diligently to provide the best possible programs, services, and facilities to our community at the least possible cost. One of the many ways the Park District achieves this goal is by partnering with neighboring park districts, school districts, other units of local government within or near the community, the State, non-profit organizations, and for-profit corporations. Below is a comprehensive list of the current partnerships, agreements, and other relationships that assist the Park District's mission of delivering the best possible services at the least possible cost to our community.

1. Membership in SRA if Any

The Park District is part of the North Suburban Special Recreation Association ("NSSRA"). Special recreation associations are a form of intergovernmental cooperation among units of local government that are authorized under the Illinois Constitution, the Intergovernmental Cooperation Act, the Park District Code, and the Municipal Code. Their formation is rooted in a fundamental belief and recognition that "Recreation is for Everyone." They are shining examples of local government efficiency.

By partnering together, local communities are able to effectively and efficiently deliver more successful program opportunities to community members who have special needs. Furthermore, by participating in the SRA, the Park District networks with thirteen other local governments to provide many more program opportunities for our community members who have special needs and offers a choice between participating in the SRA's programs or in programs that are provided by the Park District.

The Park District and the SRA also achieve efficiency by utilizing existing facilities that are owned and operated by the SRA's members, including the Park District. Utilizing these existing facilities allows the SRA to deliver services to its member communities at a lower cost. Currently the Park District provides the SRA access to the following facilities for their program offerings:

- **Northfield Community Center**
- **Clarkson Park and Lodge**

The SRA also provides the support needed for participants with special needs who choose to register for the Park District programs or inclusive programming. The SRA collects information on the registered participant and determines what supports are needed for that participant to be successful in this inclusive setting or the Park District program. This could include additional training of the supervisory staff, additional support staff, the use of adaptive equipment, behavior management, and/or other measures that will assist in the successful participation of this individual in the Park District program. Although success may not look the same for everyone, the SRA works with the Park District's staff to ensure the best possible results for all the participants in

the program. The Park District's cost of providing these services would be much greater without its participation and partnership in the SRA.

In 2022, NSSRA provided 338 programs for people with disabilities in its 13 partner communities. Ten Northfield Park District residents were served through these program offerings.

Additionally, NSSRA supported 3 Northfield Park District participants with 149.48 hours of inclusive services in programs that were provided by the park district.

The Park District is very proud of the ongoing collaboration with the SRA. By working cooperatively with other local governments, not only are we better able to collectively serve all citizens within our communities, including persons with disabilities, but we are able to do so in the most efficient and effective manner possible.

2. Other intergovernmental agreements with other park districts, forest preserve districts, conservation districts, or municipal recreation agencies

- **Outdoor pool reciprocity with Glenview Park District**
- **Shared employee fringe benefits with Kenilworth Park District**
- **Beach reciprocity with Winnetka Park District**

3. Intergovernmental agreements with other units of local government

- **Land lease with Village of Northfield permitting the Park District to develop a pocket park on .5-acre Village right-of-way**
- **Fuel and rock salt purchase agreement with Village of Northfield to provide more cost-effective solution for those products.**
- **Landscaping and snow removal agreement with School District 29 utilizing the Park District to perform those services rather than private sector contractors**
- **Property use agreement with School District 29 that permits both entities to construct fencing on and utilize portions of each other's land**

4. Intergovernmental agreements with the State of Illinois

- **OSLAD Grant funding on multiple projects over the past thirty years**

5. Partnerships or agreements with athletic or similar affiliate organizations that operate sports or other leagues

- **Baseball field use agreement with Kenilworth Winnetka Baseball Association (KWBA). We provide fields for a fee and KWBA provides the community based baseball leagues.**

- **Softball field use agreement with Trevian Girls Softball Association (TGSA). We provide fields for a fee and TGSA provides the community based softball leagues.**
 - **Soccer and lacrosse field use agreements with Sports Made Personal (SMP). We provide fields for a fee and SMP provides the community based soccer and lacrosse leagues.**
 - **Soccer field use agreements with American Youth Soccer Organization (AYSO). We provide fields for a fee and AYSO provides the community based soccer leagues.**
- 6. Partnerships or other interrelationships with non-profits**
- **We host the Northfield Township Food Pantry’s annual fundraiser, Pantrypalooza, at Clarkson Park.**
- 7. Partnerships with for profit organizations**
- **We have Park Partner Sponsorship agreements with Northview Bank & Trust, Stormy’s Tavern and Hofherr Meat Company. In exchange for an annual sponsorship fee, we provide advertising opportunities and event participation for our partners.**
- 8. Informal cooperation with other units of local government which save taxpayer dollars by eliminating redundancy**
- **Organizing community events with participation from the Library & Village, and school district to put special events like Boo Bash, 4th of July, and Holiday Fest.**

VI. Other Examples of Efficient Operations

Use of volunteers. One way in which the Park District reduces the burden on taxpayers is through the use of volunteers. Last year, 20 individuals volunteered 50 hours of service to the Park District.

Youth employment. The Park District is a major employer of youth in the community. Last year, the Park District employed 40 youth. Not only is this an efficient way to deliver services, but youth employment serves as a valuable training tool for the future workforce.

Joint purchasing (if not listed above). The Park District participates in joint purchasing cooperatives pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 *et seq.*) thereby saving taxpayer dollars through economies of scale. These include:

- **Sourcewell Cooperative Purchasing**
- **OMNIA Partners**

The Northfield Parks Foundation. Over the past twenty years, the Foundation raised \$2,000,000 in private donations, which help alleviate the burden on taxpayers for capital improvements.

Collaboration with other park districts on best practices. Because park districts are not in competition with one another, they are more willing than the private sector to share best practices. These best practices help to avoid unnecessary costs and deliver services more effectively and efficiently.

Reliance on Non-Tax Revenue. Unlike most local governments that rely on a wide range of sales, use, and income taxes, the Park District is not permitted to assess these types of taxes. Additionally, although the Park District is an economic engine for the community and generates much revenue for the state and our community in the form of hotel/motel, sales, and motor fuel taxes, our Park District does not receive any of these revenues. Also, unlike Illinois cities, villages, counties, and school districts that received billions of dollars in direct financial assistance from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan Act (ARPA), our Park District did not receive any such direct federal aid. Our Park District also does not receive state funding under the Local Government Distributive Fund (LGDF) or General State Aid (GSA) that these same cities, villages, counties, and school districts receive through the State budget.

Instead, the Park District provides all of the programs, facilities, and services to the community with a very modest amount of property taxes and from **non-tax sources** such as memberships, program registrations, and other user fees as well as private donations and grants.

VII. Transparency to the Community

The following information about the Park District may be obtained by citizens in the location listed. The Park District website is www.northfieldparks.org, and the administrative office is located at 401 Wagner Road, Northfield, IL 60093.

Document	Location(s) Available (website, administrative offices, county clerk, state website, etc.)
• Annual tax levy	WEBSITE, ADMINISTRATIVE OFFICES
• Annual budget and appropriation ordinance	WEBSITE, ADMINISTRATIVE OFFICES
• Agenda and minutes	WEBSITE, ADMINISTRATIVE OFFICES
• Comptroller’s annual finance report (AFR)	WEBSITE, ADMINISTRATIVE OFFICES
• Annual audit	WEBSITE, ADMINISTRATIVE OFFICES
• Conduct Ordinances	WEBSITE, ADMINISTRATIVE OFFICES
• Long range plans	WEBSITE, ADMINISTRATIVE OFFICES
• ADA transition plan	ADMINISTRATIVE OFFICES
• Invitations to Bid and Bid Tabulations	WEBSITE, ADMINISTRATIVE OFFICES

The Park District offers residents many opportunities to provide feedback. These include:

- The board of commissioners meets once per month. Residents may provide public comment at every meeting.
- The Park District’s annual Budget and Appropriation Ordinance is available in tentative form at least 30 days prior to its adoption at an open meeting of the Park District board. Additionally, at least one public hearing is held prior to final action, and notice of the hearing is published in the newspaper at least one week prior to the hearing.
- The Park District’s annual property tax levy is approved at an open meeting of the Park District board in accordance with the Open Meetings Act. The Park District follows all public notice and hearing requirements under the Truth in Taxation Law prior to the adoption of this annual tax levy. The Park District’s annual levy is also subject to the limitations of the Property Tax Extension Limitation Law.

- Residents may contact or request information from the Park District by phone at 847-446-4428 or email at info@nfparks.org
- The Park District conducted the following surveys and open houses over the past five years:
 - Comprehensive Master Plan Survey, Winter 2022
 - Open House regarding proposed Willow Park Improvements, August 7th, 2023
 - Dog Park Survey, Winter 2024

VIII. District Awards and Recognition

The Park District was awarded the 2021 Outstanding Facility or Parks Award, Division 1, for Clarkson Park in recognition of outstanding achievements in recreation facility design and development.

IX. Benefits and Services

The Park District serves the entire community from the youngest child to the oldest adult and all ages in between. It does so in a variety of ways.

1. Facilities

The Park District offered the following facilities to the community last year:

- Northfield Community Center
 - Northfield Fitness Center
 - Community Center Gymnasium
 - Residents Center
 - Community Conference Room
- Willow Park
 - 2 baseball/softball fields
 - 2 baseball fields
 - 2 soccer fields
 - Willow Park Pavilion
 - 2 tennis courts
 - 6 pickleball courts
 - 0.5-mile walking trail
- Clarkson Park
 - Clarkson Lodge
 - Mabie Pavilion
 - Balin Family Bandshell
 - Garard Family Splash Pad
 - Peterson Family Rain Garden
- Fox Meadow Park
 - 2 soccer fields
 - Fox Meadow Wetlands and Boardwalk

2. Programs

The Park District offered the following programs last year. Registration numbers are also provided.

- Before Care – 10
- Pre Pre-K – 10
- After Care – 59
- High Touch High Tech Science
 - Fall – 12
 - Winter – 9
 - Spring – 8
- Hot Shots Sports
 - Fall – 50
 - Winter – 90

- Spring – 73
- Chicago Loves Dance Hip-Hop and Youth Yoga
 - Fall – 8
- Sticky Fingers Cooking
 - Fall – 24
 - Winter – 12
- Skyline Studios Theatre
 - Fall – 20
 - Winter – 21
- Sunshine Arts and Crafts
 - Fall – 11
 - Winter – 11
- RoboThink Robotics
 - Winter – 12
 - Spring – 12
- Pickleball
 - Beginner Camps – 82
 - Moderate Leagues – 47
 - Advanced Leagues – 44
- Northfield Fitness Center
 - Memberships – 180
 - Personal Training – 10
- Summer Camps
 - Giggle Gang – 286
 - Trailblazers – 230
 - Sports Camp – 119
 - Explorers – 88
 - Counselors In Training – 67
 - Before Camp – 24

3. Additional Services

The Park District provided the following additional services to the community.

4. Other Benefits

While the Park District is a special purpose district, its impact to the community is multi-faceted and far reaching. For example, the Park District's parks, recreational programming, and other opportunities improve the community's overall physical and mental health and wellness, thereby reducing health care costs. Before and after school and summer programs offer safe, convenient, and affordable childcare options for working families during critical times when school is not in session. These opportunities also help reduce juvenile crime. The Park District's open space and trees help improve air and water quality and mitigate flooding.

X. Recommendations for Increased Accountability and Efficiency

1. Intergovernmental Fees and Charges

One opportunity for efficiency would be the elimination of fees and charges assessed by other units of government. Below are examples of fees that other units of local government charge the Park District even though the Park District's taxpayers are also taxpayers of these other units of local government. Such fees and charges, and the bureaucracy that accompanies them, inhibit the park district's ability to deliver programs, facilities, and services at the least possible cost.

- **Building Permits (amounts vary by project)**
- **Water Service (approximately \$40,000 per year)**
- **State and Local Liquor Licenses (\$200 per year)**

Other units of local government should recognize that intergovernmental fees often lead to inefficiency in the expenditure of taxpayer dollars through extra bureaucracy and administrative costs. In many cases, the unit of government assessing the fee ultimately benefits from the project or event, meaning it can recoup its costs through the extra sales tax or other revenue that will be generated. Where such fees are absolutely necessary, general purpose units of government should offset the fee by crediting the park district for all benefits they will receive from a project, event, or property. For example, open space that is protected and maintained by the Park District helps mitigate stormwater management costs, so assessing stormwater management fees on the Park District not only leads to inefficiency, but it is also shortsighted.

Governmental units should be discouraged or prohibited from charging more than their out-of-pocket costs associated with the activities covered by a fee that is assessed to another unit of local government with the same taxpayers. Put another way, one unit of local government should not profit by taxing another. Eliminating local permit fees is a way to reduce administrative costs without impacting overall public revenue. Local government best serves the people when it cooperates and works together. Some communities recognize this and do not charge fees to other units. All communities should be encouraged to follow that model to receive the best results for local taxpayers and to promote governmental efficiency.

2. Unfunded Mandates

Unfunded state mandates are another cost driver. While the Park District recognizes that there are benefits to some of these mandates, modifications could help alleviate some of the burden to the park district.

- a) Criminal Background Checks.** All park districts are statutorily required to conduct criminal background checks on all employees pursuant to Section 8-23 of the Park District Code. The background checks must be done through the Illinois

State Police (ISP). Last year, the park district spent \$1,200 for criminal background checks. The Park District does not recommend eliminating this mandate because it is necessary to ensure the safety and well-being of children and other park district patrons. However, the State should explore ways in which it could improve the current system and make it less costly for park districts to comply with the law.

The mandate also raises the fundamental question as to why one layer of government is forced to charge its taxpayers to comply with a State mandate when the State made the determination to impose the mandate. Put another way, if the State has determined that criminal background checks are necessary for public safety, the State should assist with compliance.

The Park District recommends studying whether there can be a more efficient background check process implemented through the ISP to reduce the time and expense it takes for background checks. Another suggestion is for ISP to waive the fee for checks on minors or waive all fees for name checks. If there is a "hit" from a name check, the fee could be charged for the more costly fingerprint check. Since it is a state mandate, perhaps the fee structure for park districts should also be reviewed to determine whether the fee being charged exceeds the actual cost of doing the check and, if so, perhaps the ISP could consider reducing its cost to local governments.

b) Prevailing Wage. One way to reduce burden on local government staff is to limit the prevailing wage requirement to larger capital contracts. This would free up tracking of the paperwork on small repairs and projects. One reason for creating a threshold requirement is the cost of the administrative burden relative to the cost of the actual project. For example, eliminating prevailing wage on smaller projects, e.g., those less than \$50,000, will result in more local bids and decrease the overall cost for these smaller public works projects.

c) Newspaper Publication. The newspaper is no longer the most effective way to provide notice. Websites are cheaper and reach more people. Permitting the park district to post the information on its website in lieu of newspaper publications would reduce costs.

~~3. Opportunities for Increased Transparency~~

~~As illustrated above, the Park District is very transparent in its operations. The following are opportunities for increased transparency:~~

- ~~• [\[Identify items that are not posted to website and other opportunities for community input\]](#)~~

~~4. Opportunities for Other Intergovernmental Agreements~~

- ~~• [\[If your agency does not take advantage of efficiencies identified in Section V above, you may consider listing some of those opportunities here\]](#)~~

5. Opportunities for Savings such as Energy Efficiency Projects, Joint Purchasing

- ~~*[If your agency does not take advantage of efficiencies identified in Section V above, you may consider listing some of those opportunities here]*~~

XI. OTHER

[LIST ANY OTHER IDEAS OR SUGGESTIONS THAT DEMONSTRATE THAT A PARK DISTRICT IS THE MOST EFFICIENT AND TRANSPARENT FORM OF LOCAL GOVERNMENT TO PROVIDE PARK, RECREATION AND CONSERVATION SERVICES.]

Dated: _____ [INSERT DATE FINAL REPORT APPROVED BY EFFICIENCY COMMITTEE]

Signed: _____ [CHAIR'S SIGNATURE]

DIRECTOR'S REPORT



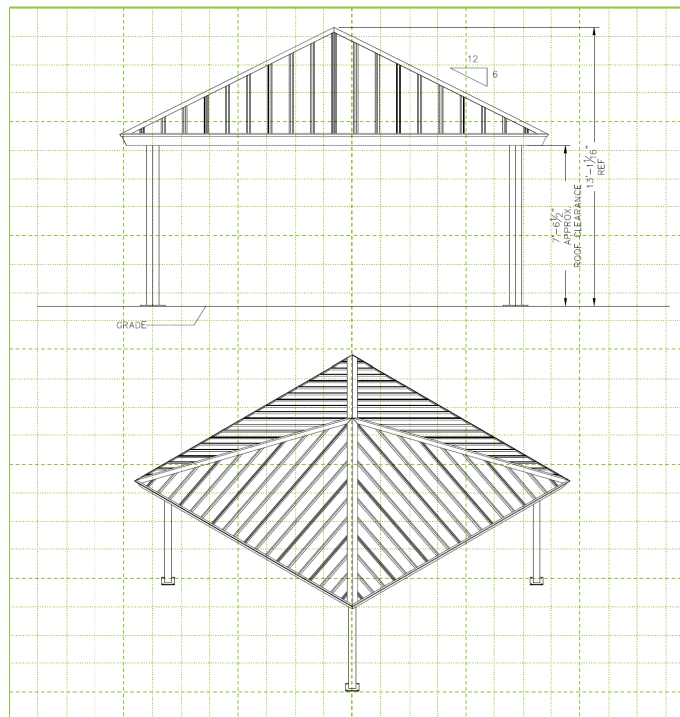
To: Park Board of Commissioners
From: Bill Byron
Subject: Willow Park Project Update
Date: September 23rd, 2024

Park Shelter

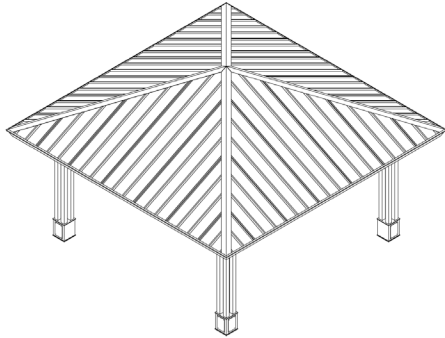
The last remaining element needed to finalize our project plans is the park shelter. Below are the various options that have been presented and discussed, including the custom designs by Kaminski Architects. I recently met with Bohdan Kaminski to discuss the feedback from our last meeting. Rather than adjust the design, Bohdan will attend our meeting discuss the feedback that was given at our last meeting, and to provide more information regarding the custom design options.

Based on what Bohdan and I discussed, staff recommends moving forward with the custom round gazebo with the addition of a round bench installed in the center of the shelter looking out to provide 360-degree views of the park. We can discuss further at the meeting, but the goal is to make a final decision so that we can submit the necessary plans for Village review at the November meetings of the Plan & Zoning and Architectural Commissions.

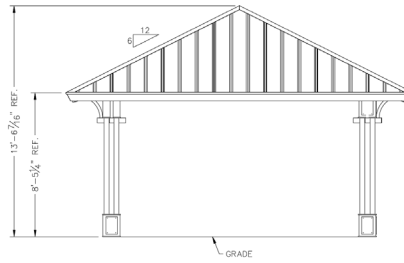
Original Design



Alternative Design #1



PRELIMINARY: NOT FOR CONSTRUCTION



ICON
Shelter Systems Inc.
INDUSTRIAL AREA, ANGLETON
WWW.ICONSHEDS.COM
CORPORATE: 281.226.4276
OFFICE: 409.943.1158
P.O. BOX 10
PETAH, TX

1415 LINCOLN AVE.
HOUSTON, TX 77042
409.796.0919
800.796.0913
409.796.0914 FX

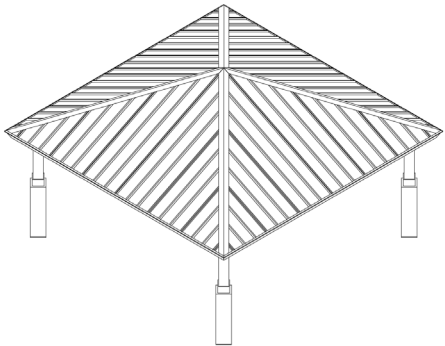
Elevation

DRAWN BY:	MH
DATE:	7/22/2024
PRELIMINARY ID:	88005
REVISION:	B
BUILDING TYPE:	SQ20TM-P6
PROJECT NAME:	

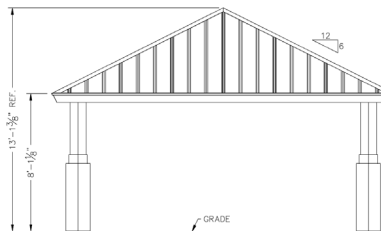
SHEET
1.0

DWG:Shelters\350\20\TM-P6-25-150\Drawings\Preliminary\35020TM-P6-25-150-REV-B-88005.dwg

Alternative Design #2



PRELIMINARY: NOT FOR CONSTRUCTION



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409.796.0914 FX

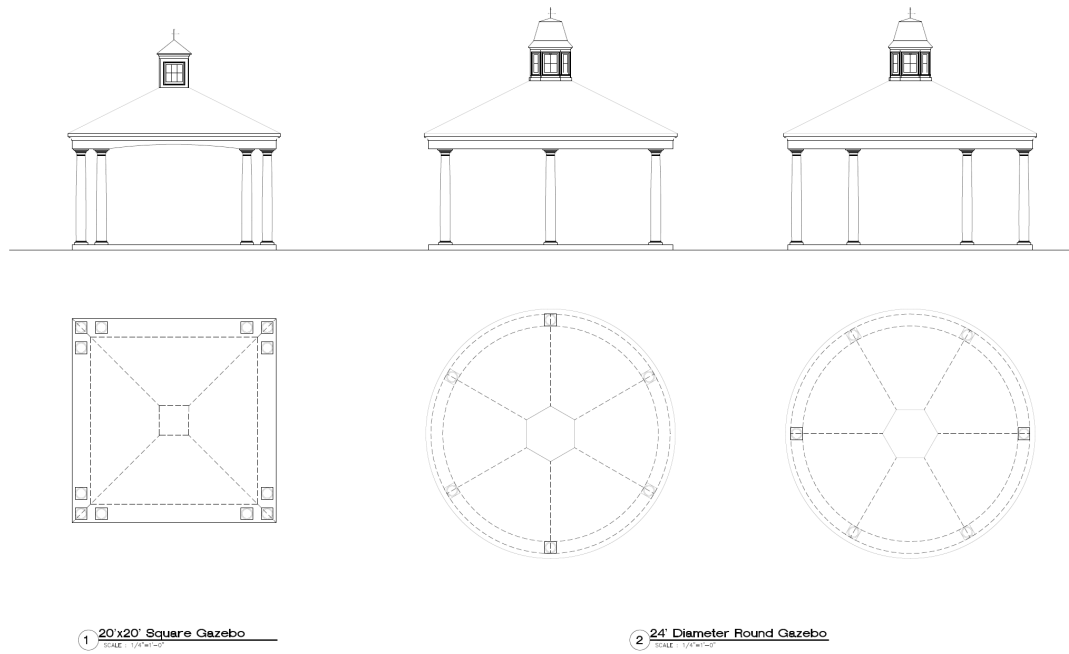
Elevation

DRAWN BY:	MH
DATE:	7/23/2024
PRELIMINARY ID:	88013
REVISION:	C
BUILDING TYPE:	SQ20TM-P6
PROJECT NAME:	

SHEET
1.0

DWG:Shelters\350\20\TM-P6-25-150\Drawings\Preliminary\35020TM-P6-25-150-REV-C-88013.dwg

Custom Designs



1 20'x20' Square Gazebo
SCALE: 1/4"=1'-0"

2 24' Diameter Round Gazebo
SCALE: 1/4"=1'-0"

KAMINSKI
ARCHITECTS LTD.
1000 N. WILLOW PARK
NORTHFIELD, ILL. 60093
TEL: 630.420.0000
WWW.KAMINSKIARCHITECTS.COM

THESE PLANS AND ELEVATIONS WERE PREPARED BY KAMINSKI ARCHITECTS LTD. FOR THE PROJECT DESCRIBED ABOVE AND ARE TO BE USED ONLY FOR THE PROJECT AND SITE DESCRIBED HEREIN. ANY OTHER USE OF THESE PLANS WITHOUT THE WRITTEN CONSENT OF KAMINSKI ARCHITECTS LTD. IS STRICTLY PROHIBITED.

The Willow Park Gazebo
Northfield IL 60093

REVISIONS	
DATE	DESCRIPTION

TITLE
Gazebo Plans and Elevations

JOB #
#0000

D1.1

Timeline

The current timeline for the project is as follows:

- 11/4/2024 - Plan & Zoning Commission Review
- 11/11-2024 – Architectural Commission Review
- 12/3/2024 – Village Board Review (if recommendations are given by both Commissions)
- Project to be bid in early 2025
- Break Ground in spring of 2025
- Project complete by late summer 2025

We would appreciate support from our Park Commissioners at all of the Village review meetings listed above.

Split-Rail Fence Update

We are in communication with Classic Fence working to get the contract documents finalized. Our hope is that happens soon so that the project can begin ASAP.



To: Park Board of Commissioners
From: Bill Byron
Subject: Intergovernmental Agreement
Date: September 23rd, 2024

Included on the following pages is the IGA between Northfield Park District and Sunset Ridge School District regarding property use related to fencing and other projects. The School District approved the IGA at their August meeting, and staff would recommend approval of the IGA as presented. Any questions can be discussed at the meeting.

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE
NORTHFIELD PARK DISTRICT AND SUNSET RIDGE SCHOOL DISTRICT 29**

This **INTERGOVERNMENTAL AGREEMENT** (“Agreement”) is made by and between the Northfield Park District, Cook County, Illinois (“Park District”), and the Board of Education of School District 29, Cook County, Illinois (“District 29”). The Park District and District 29 are sometimes hereinafter referred to individually as a “Party” and together as the “Parties.”

RECITALS

WHEREAS, the School District and Park District are units of local government as that term is defined in Article VII, Section 1, of the Illinois Constitution of 1970, and public agencies as that term is defined in Section 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/2; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. further provides that any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State; and

WHEREAS, there is significant overlap between the corporate boundaries of the School District and the corporate boundaries of the Park District, and the Parties share certain building space, property, facilities, and/or grounds; and

WHEREAS, the Parties have determined that the anticipated intergovernmental cooperation in the utilization of their shared and individually owned properties is in their respective best interest and the best interests of their residents.

NOW, THEREFORE, in consideration of the foregoing and the mutual terms and conditions hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. The recitals set forth above are incorporated herein by reference and made a part hereof.

2. Term. Unless sooner terminated by either Party as hereinafter provided, this Agreement is effective commencing September 1, 2024, or upon written acceptance of the Agreement, whichever occurs last (“Effective Date”) and shall run through December 31, 2034 (“Initial Term”). The Initial Term of this Agreement may thereafter be renewed beginning January 1, 2035 for an additional ten (10) years upon mutual agreement of the Parties (“Renewal

Term”). Renewal shall be automatic unless notice of the intent to terminate is given by either Party to the other not less than sixty (60) days prior to the expiration of the Initial Term.

3. Scope of Agreement.

- A. The Park District and its users, and District 29 and its users shall be permitted to occupy and utilize the areas identified in Exhibit A that are owned by the other party during the remaining term of this agreement, provided that the utilization is at a time accepted by the property owner.
- B. The Park District and its contractors shall be permitted to install a fence on District 29 owned land in Willow Park north of the stream bank and shall maintain a working pedestrian gate on the north end of the bridge that connects the northern areas of Willow Park to the southern areas of Willow Park, with the specific location to be determined by the mutual agreement of the Parties. The fence, gate, and any related appurtenances shall be installed, repaired, and maintained by the Park District at its sole cost and expense.
- C. The Park District and its contractors shall be permitted to install a pathway connection on District owned land in Willow Park south of the stream bank, that serves to connect existing portions of Park District pathway located on both Park District and District 29 owned property with the specific location to be determined by the mutual agreement of the Parties.
- D. The pathway connection and any related appurtenances shall be installed, repaired, and maintained by the Park District at its sole cost and expense.
- E. District 29 and its contractors shall be permitted to install a fence on property owned by the Park District south of the stream bank and west of the existing Park District pathways running along the northernmost baseball diamond and tennis courts, with the specific location to be determined by mutual agreement of the Parties. If District 29 connects such a fence to the north end of the large gym, District 29 shall include a lockable gate of sufficient size to permit equipment to enter the newly fenced area behind Middlefork School. Any fences along the Park District pathways shall be set back at least two (2) feet from the walkway edge. The fence, gate, and any related appurtenances shall be installed, repaired, and maintained by District 29 at its sole cost and expense.
- F. Any fencing installed by either party shall comply with Village of Northfield fencing ordinances, and be acceptable to both the Park District and District 29.
- G. No construction of any kind, other than maintenance of landscaping, fencing, and pathways, shall be permitted by District 29 or the Park District on property owned by the other party without express written consent of that party.

- H. The construction of fences and pathways shall be subject to the approval of the District 29 Board of Education and the Park District Board, which approval shall not be unreasonably withheld.
- I. Following either Party's completion of any construction, repair, or maintenance work performed on the other Party's property pursuant to this Agreement, the Party performing said work shall, at its sole cost and expense shall, restore all damaged or affected portions of the other Party's property to the same or better condition as existed immediately prior to the commencement of any activity thereon, reasonable wear and tear excepted. All restoration, repair and replacement shall be completed within thirty (30) days after the completion of any work contemplated by this Agreement.

4. Indemnification and Insurance.

- A. Indemnification. To the fullest extent permitted by law, each Party shall indemnify, defend and hold harmless the other Party, its elected and appointed officers, officials, employees, volunteers and agents (collectively, the "Indemnitees"), from and against any and all claims, damages, losses and expenses, including but not limited to reasonable legal fees (attorneys' and paralegals' fees and court costs), incurred by any of the Indemnitees for injuries to persons or for damage, destruction or theft of property arising out of or resulting from any activity, act or omission of the indemnifying Party, or of any employee, agent, affiliate, vendor, co-sponsor, invitee, contractor, student or volunteer of the indemnifying Party (the indemnifying Party and each and every such other person being hereinafter individually and collectively referred to as the "Indemnitor"), but only to the extent caused in whole or in part by any wrongful or negligent act or omission of the Indemnitor. Similarly, each Party shall indemnify, defend and hold harmless the Indemnitees from and against any and all claims, damages, losses and expenses, including but not limited to reasonable legal fees (attorneys' and paralegals' fees and court costs), incurred by any of the Indemnitees by reason of the Indemnitor's breach of any of its obligations under this Agreement.
- B. Insurance. At all times while this Agreement remains in effect, each Party shall procure insurance and/or self-insurance to protect itself, its officers, employees and agents from any liability for bodily injury, death and/or property damage in connections with the improvements and uses contemplated pursuant to this Agreement or any exhibits attached hereto as outlined below:

- Commercial General Liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate;
- Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for Contractor's respective employees with Employers Liability of limits of \$1,000,000 Each Accident; \$1,000,000 Disease – Each Employee; \$1,000,000 – Policy Limit; and
- Umbrella or Excess Liability insurance providing follow form coverage to the underlying coverages with minimum limits of Three Million Dollars (\$3,000,000) per occurrence and Three Million Dollars (\$3,000,000) general aggregate;

The General Liability and Umbrella or Excess Liability insurance shall include Sexual Misconduct coverage and contain no exclusions for animals. All insurers, or reinsurers if self-insurance is being utilized, shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The Commercial General Liability and Umbrella or Excess Liability insurance policies shall name the Other Party, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. Each Party shall provide the Other Party with certificates of insurance evidencing the above referenced coverage. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling the Other Party to terminate this Agreement immediately.

Notwithstanding the foregoing, the minimum insurance coverage specified in this Section 4.B. may be provided by self-insurance, participation in a risk management pool, commercial policies of insurance, or a combination thereof. District 29 acknowledges and agrees that Park District's membership in the Park District Risk Management Agency ("PDRMA") and its naming of the District 29 as an additional insured as allowed under the applicable policy or policies of PDRMA satisfy the requirements of this Section.

- C. Contractors/Subcontractors Insurance and Indemnification. In addition to the Parties' insurance obligations set forth above, both Parties shall require any contractor(s) or subcontractor(s) performing any of the work contemplated by this Agreement to obtain and keep in full force and effect for so long as any claim relating to the proposed work legally may be asserted, comprehensive

general liability and property damage insurance written to include the coverages and for not less than the minimum limits, or greater if required by law, as provided in Exhibit B attached hereto and incorporated herein by reference, and to otherwise comply with all other requirements set forth therein. Both Parties shall similarly require any contractor(s) or subcontractor(s) performing any of the work contemplated by this Agreement to defend, indemnify and hold harmless the Park District and District 29 in accordance with and as more fully set forth in Subsection D of Exhibit B attached hereto.

5. **Consent and Good Faith.** Whenever the consent or approval of either of the Parties to this Agreement is required hereunder, such consent or approval shall not be unreasonably withheld or delayed. All parties agree to perform their obligations under this Agreement in good faith.

6. **Amendment to the Agreement.** This Agreement may not be altered, modified or amended except by written instrument signed by the Parties hereto.

7. **Governing Law.** This Agreement shall be governed by the laws of the State of Illinois. Jurisdiction and venue for all disputes shall be the Circuit Court located in Cook County, Illinois, or the federal district court for the Northern District of Illinois.

8. **Assignment; Binding Effect.** This Agreement, or any portion thereof, shall not be assigned by either Party without the prior written consent of the other Party. This Agreement shall be binding upon and shall inure to the benefit of both Parties and each of their respective successors and permitted assigns.

9. **No Implied Waiver.** No term or provision of this Agreement shall be deemed waived, and no breach or default shall be deemed excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. If either party waives or consents to a breach or default of any provision of this Agreement by any other party, that waiver or consent will not operate or be construed as a waiver or consent of any different or subsequent breach by any party or prevent any party from enforcing the applicable provisions of this Agreement.

10. **Compliance with Laws.** The Parties hereto shall comply with all federal, state, county and municipal laws, ordinances, rules and regulations applicable to the performance of their respective responsibilities and the exercise of their respective rights pursuant to this Agreement.

11. **Force Majeure.** Neither the District 29 nor the Park District shall be liable for failing to fulfill any obligation under this Agreement to the extent such failure is caused by an event beyond such Party's reasonable control and which event is not caused by such Party's fault or negligence. Such events shall include acts of God, acts of war or terrorism, fires, lightning,

floods, epidemics, or riots.

12. No Joint Venture. This Agreement shall in no event be construed in such a way that either District 29 or the Park District constitutes, or is deemed to be, the representative, agent, employer, employee, partner, or joint venture of the other. The parties shall not have the authority to enter into any agreement, nor to assume any liability, on behalf of the other party, nor to bind or commit the other party in any manner, except as expressly provided herein.

13. Entire Agreement. This Agreement constitutes the entire agreement between District 29 and the Park District with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, representations, negotiations, and commitments between District 29 and the Park District with respect to the subject matter hereof. The headings of articles, paragraphs and section in this Agreement are included for convenience only and shall not be considered by either party in construing the meaning of this Agreement.

14. Termination. Either Party may terminate this Agreement, for any reason or for no reason, by providing at least one hundred eighty (180) calendar days written notice of its intent to terminate to the other Party. The effective date of termination shall be the date written in the notice of termination.

15. Authority. Each of the Parties hereto represents and warrants to the other party that it has the authority to enter into this Agreement and perform its responsibilities and obligations hereunder and that it has taken all actions, official or otherwise, necessary to approve the execution of this Agreement and to implement the terms of this Agreement as applicable to such party.

16. Interpretation. For the purpose of construing this Agreement, unless the context otherwise requires: i) words in the singular shall be deemed to include words in the plural, and vice versa; ii) a reference to District 29 includes District 29's officers, commissioners, employees, attorneys, agents and assigns; and iii) a reference to the Park District includes its officers, members, employees, attorneys, agents and assign.

17. Severability. In the event that any provision(s) of this Agreement is determined to be legally invalid, the Parties agree that such particular provision shall be null and void, but the remainder of this Agreement shall remain in full force and effect.

18. Notices. All notices given under this Agreement shall be in writing and shall be served during regular business hours. Notices shall be served at the following addresses:

To the District 29:

Sunset Ridge School District 29
Dr. Edward Stange

525 Sunset Ridge Road
Northfield, Illinois 60093

To the Park District

Northfield Park District
Bill Byron, Executive Director
401 Wagner Road
Northfield, Illinois 60093

19. **No Waiver of Tort Immunity Defenses.** Nothing contained in this Agreement is intended to constitute nor shall constitute a waiver of the rights, defenses, and immunities provided or available to either Party under the Illinois Local Governmental and Governmental Employees Tort Immunity Act with respect to claims by third parties.

20. **Multiple Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, constitute a duplicate original.

21. **No Third Party Beneficiaries.** Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a Party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against District 29 and/or the Park District.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Intergovernmental Agreement on the dates hereafter set forth below.

SCHOOL DISTRICT 29

By: 
Board President

Attest: 
Board Secretary

Date: 13 August 2024

NORTHFIELD PARK DISTRICT

By: _____
Board President

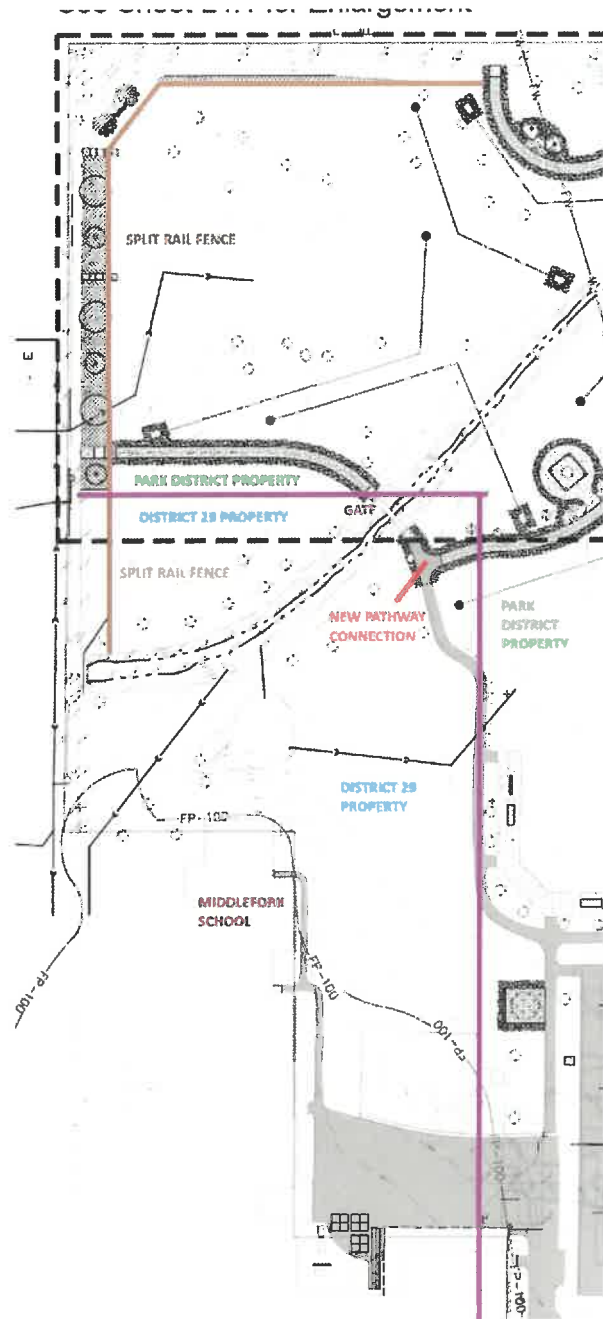
Attest: 
Board Secretary

Date: _____

EXHIBIT A

MAP OF MIDDLEFORK SCHOOL AND NORTHFIELD PARK DISTRICT

PROPERTY LINES



**EXHIBIT B
INSURANCE REQUIREMENTS**

A. Commercial General and Umbrella Liability Insurance

Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$3,000,000 each occurrence. The coverage amounts set forth may be met by a combination of underlying and umbrella policies so long as in combination the limits equal or exceed those stated. The coverage amounts set forth may be met by a combination of underlying and umbrella or excess policies so long as in combination the limits equal or exceed those stated. The Umbrella or Excess coverage must provide follow form coverage to the underlying General Liability.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). Coverage should also not contain any exclusions for sexual misconduct.

Park District and District 29, and their elected and appointed officials, officers, employees, agents, and volunteers shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Park District and District 29. Any insurance or self-insurance maintained by Park District and District 29 shall be excess of the Contractor's insurance and shall not contribute with it.

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

B. Workers Compensation Insurance

Contractor shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

C. General Insurance Provisions

1. Evidence of Insurance

Prior to beginning work, Contractor shall furnish Park District and District 29 with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized

representative of each insurer, showing compliance with the insurance requirements set forth above.

Failure of Park District or District 29 to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Park District or District 29 to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Park District and District 29 shall have the right, but not the obligation, of prohibiting Contractor or any of Contractor's employees, agents, contractors, or subcontractors from entering Park District or District 29 property until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Park District and District 29.

2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A- VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A- VII or a Best's rating is not obtained, the Park District and District 29 has the right to reject insurance written by an insurer it deems unacceptable.

3. Cross-Liability Coverage

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

Contractor hereby represents to and covenants with the Park District and District 29 that Contractor has and shall maintain (and encumber as necessary) adequate financial resources to cover and protect the Park District and District 29, their elected or appointed officials, officers, employees, agents, and volunteers with respect to any claim arising out of the activities to be conducted by or on behalf of Contractor on Park District or District 29 property that falls within a deductible or self-insured risk and is thereby not covered by insurance required to be provided under this Agreement.

4. Subcontractors

Contractor shall cause each contractor or subcontractor employed by Contractor to purchase and maintain insurance of the type specified above. When requested by the Park District or District 29, Contractor shall furnish copies of certificates of insurance and applicable policy endorsement evidencing coverage for each subcontractor.

D. Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Park District and District 29, and their officers, officials, employees, volunteers and agents from and

against all claims, damages, losses and expenses including but not limited to legal fees (attorney's and paralegals' fees and court costs), arising out of or resulting from the performance of the Contractor's work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting therefrom and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Contractor shall similarly protect, indemnify and hold and save harmless the Park District and District 29, and their officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of this Agreement.

CONSENT AGENDA



NORTHFIELD PARK DISTRICT
PUBLIC HEARING MEETING MINUTES DRAFT
BUDGET & APPROPRIATIONS ORDINANCE FOR THE 2024-2025 FISCAL YEAR
MONDAY, AUGUST 26th, 2024
NORTHFIELD COMMUNITY CENTER
6:15 PM

AGENDA

1. Roll Call
 - a. At 6:15 p.m. a roll call was made.
 - b. Present: Commissioners Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - c. Absent: Commissioners: Brandel
 - d. Also Present: Staff members Byron, Reuter
2. Public Comment on FY 2024/2025 Budget and Appropriation Ordinance
 - a. There was no public in attendance.
3. Adjournment
 - a. Commissioner Kennedy made a motion to adjourn the regular board meeting at 6:20 pm.
 - b. Commissioner Klein seconded the motion. A roll vote call was made.
 - c. Voting Aye: Commissioners: Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - d. Voting Nay: Commissioners: None
 - e. Absent: Commissioner: Brandel
 - f. Abstain: Commissioners:

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



NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING MINUTES DRAFT
MONDAY, AUGUST 26th, 2024
NORTHFIELD COMMUNITY CENTER
6:30 PM

AGENDA

1. Roll Call
 - a. At 6:30 p.m. a roll call was made.
 - b. Present: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - c. Absent: Commissioners: None
 - d. Also Present: Staff members: Byron, Reuter
2. Approval / Additions to Agenda
 - a. None
3. Correspondence
 - a. Director Byron passed along thanks from Sally Nieman regarding the 4th of July Festivities at Willow Park.
4. Audience Comments
 - a. See sign-in sheet
 - b. Charles Orth stated that the Village Board discussed additional parking options for Clarkson Park at their recent Committee of the Whole meeting. There are potential grant funds available that could be used for such a project, and communication will remain open between both agencies as more develops. Safety considerations and the use of additional parking as overflow for Willow Park are all being considered as part of this project.
 - c. Charles also mentioned a Village informational town hall meeting happening on September 11th at 6 p.m. at Village Hall about the roundabout project on Happ Road.
5. Director's Report
 - a. Budget and Appropriations Ordinance 08-26-24-01
 - i. Director Byron stated that a public hearing was held at 6:15pm, however no concerns were raised.
 - ii. Commissioner Brandel made a motion to approve Budget and Appropriations Ordinance 08-26-24-01
 - iii. Commissioner Klein seconded the motion. A roll vote call was made.

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

- iv. Voting Aye: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
Voting Nay: Commissioners: None
 - v. Absent: Commissioners: None
 - vi. Abstaining: Commissioners: None
 - b. Willow Park Project Update
 - i. Director Byron presented various options for the planned park shelter, including one from Kaminski Architects that was not ready when the Board packet was sent last week. The Board agreed to pursue further the options shown by Kaminski Architects, including potentially a circular shaped shelter with inspiration from the ICON Alternative Design #1.
 - c. Split Rail Fence Bid Review and Recommendation
 - i. Director Byron discussed the bid results for the split rail fence with wire mesh, planned for Willow Park. Classic Fence, Inc. was the lowest bidder with a total bid of \$16,882. Their reference check was positive, and they said they should be able to complete the job by the end of September.
 - ii. Commissioner Pave made a motion to award a contract to Classic Fence, Inc. for the installation of the split rail fence with wire mesh in the amount of \$16,882.
 - iii. Commissioner Kennedy seconded the motion. A roll vote call was made.
 - iv. Voting Aye: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - v. Voting Nay: Commissioners: None
 - vi. Absent: Commissioners: None
 - vii. Abstaining: Commissioners: None
 - d. Informational Items
 - i. Director Byron updated the Board on the Northfield Parks Foundation fundraising efforts, as well as the upcoming meetings of the Decennial Committee on Local Government Efficiency.
- 6. Superintendent's Report
 - a. Staff Update
 - i. Superintendent Reuter informed the Board that Dan Faust has joined the staff as a full-time Recreation Specialist.
- 7. Consent Agenda
 - a. Approval of July 22nd, 2024, Board Meeting Minutes
 - b. Approval of Cash Expenditures for Month of July 2024
 - i. Commissioner Klein made a motion to approve the consent agenda.
 - ii. Commissioner Pave seconded the motion. A roll vote call was made.
 - iii. Voting Aye: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - iv. Voting Nay: Commissioners: None
 - v. Absent: Commissioner: None
 - vi. Abstain: Commissioners: None
 - c.
- 8. Agency Reports

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

- a. Finance
 - i. Director Byron informed the Board that the report included is formatted differently due to current software limitations. The staff is working with the developer to restore the function needed for the prior reporting format and will update the Board next month.
 - ii. Other financial notes included property taxes coming in earlier than expected, and user fees from camp and before/after school programs were higher than budgeted.
 - b. Recreation / Park Grounds and Facilities
 - i. Superintendent Reuter quickly highlighted the report, mentioning the success of summer camps, the strong start to before/after school programs, athletic field projects, and fitness center member growth.
 - ii. Director Byron noted that the splash pad at Clarkson Park will remain open through at least Labor Day, and potentially beyond based on weather.
9. Adjournment
- a. Commissioner Klein made a motion to adjourn the meeting at 7:20pm.
 - b. Commissioner Kennedy seconded the motion. A roll vote call was made.
 - c. Voting Aye: Commissioners: Brandel, Filoramo, Kennedy, Klein, Lutz, Manojlovski, Pave
 - d. Voting Nay: Commissioners: None
 - e. Absent: Commissioner:
 - f. Abstain: Commissioners:

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

Northfield Park District Meeting Guest Sign-In Form
8/26/2024

NAME	ADDRESS	CITY	EMAIL	BUSINESS / ORGANIZATION	Time IN	Would you like to speak tonight? Check this box
1 CHARLES ORTH	1655 ORKLAND AVE	NELO	CHARLES.ORTH6@gmail.com	CITIZEN	6:15	n/yk
2 Anne Peterson	327 Ingram St.	Nfld	apeterbu70@comcast.net	citizens	6:27	nope
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
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15						
16						
17						
18						
19						
20						

CHECK REGISTER FOR NORTHFIELD PARK DISTRICT

CHECK DATE 08/01/2024 - 08/30/2024

Check Date	Check	Vendor Name	Amount
Bank OPER ACCOUNTS PAYABLE AND PAYROLL			
08/02/2024	1122(A)	ACTIVE ALARM COMPANY, INC.	273.00
08/02/2024	1123(A)	EXCALIBUR TECHNOLOGY CORP	73.28
08/02/2024	1124(A)	EXCALIBUR TECHNOLOGY CORP	1,286.71
08/02/2024	1125(A)	GEWALT HAMILTON A. INC	8,169.50
08/02/2024	1126(A)	HCK GROUP, INC	257.50
08/02/2024	1127(A)	OLSON TRANSPORTATION INC	6,314.00
08/02/2024	1128(A)	PDRMA	5,911.04
08/02/2024	1129(A)	RECORD - A - HIT	735.00
08/02/2024	1130(A)	SPORTS PLUS INC	621.00
08/02/2024	1131(A)	TRESSLER LLP	924.00
08/02/2024	1132(A)	WASTE MANAGEMENT NW	520.00
08/02/2024	1133(E)	DIRECT ENERGY BUSINESS	240.98
08/02/2024	1134(E)	DIRECT ENERGY BUSINESS	1,922.47
08/02/2024	1135(E)	FP MAILING SOLUTIONS	168.00
08/02/2024	1136(E)	NICOR	50.79
08/02/2024	1137(E)	ILLINOIS DEPT OF REVENUE	2,974.91
08/02/2024	1138(E)	NATIONWIDE RETIREMENT SOLUTIO	70.00
08/02/2024	1139(E)	SOCIAL SECURITY ADMINISTRATIO	15,590.23
08/02/2024	22864	DAVID HARPER	118.00
08/02/2024	22865	FROGLADY PRESENTATIONS	400.00
08/02/2024	22866	Gemma Samuel	541.66
08/02/2024	22867	IMAGE SPECIALTIES OF GLENVIEW	225.00
08/02/2024	22868	Lil kickers	750.00
08/02/2024	22869	NORATEK SOLUTIONS INC	400.00
08/02/2024	22870	OCCUPATIONAL HEALTH CENTERS O	123.00
08/02/2024	22871	SAVATREE, LLC	920.00
08/16/2024	1140(A)	ACTIVE ALARM COMPANY, INC.	280.50
08/16/2024	1141(A)	EXCALIBUR TECHNOLOGY CORP	1,110.80
08/16/2024	1142(A)	EXCALIBUR TECHNOLOGY CORP	681.20
08/16/2024	1143(A)	GREEN LEAF SPRINKLERS, INC	1,202.00
08/16/2024	1144(A)	HITCHCOCK DESIGN GROUP	5,534.88
08/16/2024	1145(A)	LURVEY LANDSCAPE SUPPLY	235.50
08/16/2024	1146(A)	NORTH AMERICAN	723.93
08/16/2024	1147(A)	OLSON TRANSPORTATION INC	8,743.00
08/16/2024	1148(A)	OPP. FRANCHISING, INC	3,551.00
08/16/2024	1149(A)	SPORTS PLUS INC	543.56
08/16/2024	1150(A)	WASTE MANAGEMENT NW	1,545.00
08/16/2024	1151(E)	DIRECT ENERGY BUSINESS	2,359.45
08/16/2024	1152(E)	FIRST BANK CARD	21,327.97
08/16/2024	1153(E)	FP MAILING SOLUTIONS	100.00
08/16/2024	1154(E)	ILLINOIS DEPT OF REVENUE	2,931.21
08/16/2024	1155(E)	NATIONWIDE RETIREMENT SOLUTIO	70.00
08/16/2024	1156(E)	SOCIAL SECURITY ADMINISTRATIO	15,378.25
08/16/2024	1157(E)	VILLAGE OF NORTHFIELD	10,190.40
08/16/2024	1158(E)	VILLAGE OF NORTHFIELD	416.88
08/16/2024	1159(E)	VILLAGE OF NORTHFIELD	115.80
08/16/2024	1160(E)	WASTE MANAGEMENT NW	367.17
08/16/2024	22882	BESS HARDWARE	191.93
08/16/2024	22883	DIRECT TV	289.98
08/16/2024	22884	HALCONIC MEDIA	150.00
08/16/2024	22885	ILLINOIS STATE POLICE	28.25
08/16/2024	22886	MENONI & MOCOINI, INC.	467.50
08/16/2024	22887	NATIONAL CENTER FOR SAFETY IN	425.50
08/16/2024	22888	NEW TRIER HIGH SCHOOL	2,942.05
08/16/2024	22889	Park District of Highland Par	760.00
08/16/2024	22890	PLANSOURCE	2,369.83
08/16/2024	22891	REVELS TURF AND TRACTOR, LLC	77.40
08/16/2024	22892	T.J Brown	250.00
08/30/2024	1161(A)	EXCALIBUR TECHNOLOGY CORP	32.40
08/30/2024	1162(A)	EXCALIBUR TECHNOLOGY CORP	1,154.16
08/30/2024	1163(A)	FIRST-CITIZEN BANK & COMPANY	852.86
08/30/2024	1164(A)	FOX VALLEY FIRE & SAFETY	7,361.00
08/30/2024	1165(A)	GEWALT HAMILTON A. INC	6,602.52
08/30/2024	1166(A)	GLOBAL LIFE LIBERTY NATIONAL	307.74
08/30/2024	1167(A)	HIGH TOUCH - HIGH TECH	7,425.00
08/30/2024	1168(A)	ILM	4,063.00
08/30/2024	1169(A)	LAUTERBACH & AMEN, LLP	1,100.00
08/30/2024	1170(A)	PDRMA	5,920.41
08/30/2024	1171(A)	SPORTS PLUS INC	497.25
08/30/2024	1172(A)	THE MULCH CENTER	500.00
08/30/2024	1173(A)	TRESSLER LLP	1,870.00

CHECK REGISTER FOR NORTHFIELD PARK DISTRICT

CHECK DATE 08/01/2024 - 08/30/2024

Check Date	Check	Vendor Name	Amount
Bank OPER ACCOUNTS PAYABLE AND PAYROLL			
08/30/2024	1174(E)	DIRECT ENERGY BUSINESS	663.76
08/30/2024	1175(E)	ILLINOIS DEPT OF REVENUE	1,619.24
08/30/2024	1176(E)	IMRF	13,774.00
08/30/2024	1177(E)	NATIONWIDE RETIREMENT SOLUTIO	70.00
08/30/2024	1178(E)	SOCIAL SECURITY ADMINISTRATIO	9,268.92
08/30/2024	22896	ANABEL RODA	825.00
08/30/2024	22897	CONSERV FS, INC	1,481.92
08/30/2024	22898	DAN MCGUIRE	8,607.00
08/30/2024	22899	DE LAGE LANDEN FINANCIAL SERV	18,134.81
08/30/2024	22900	GEORGE ALEXOFF	133.77
08/30/2024	22901	HALLORAN & YAUCH, INC	685.99
08/30/2024	22902	ILLINOIS STATE POLICE	28.25
08/30/2024	22903	ODP BUSINESS SOLUTIONS	377.86
08/30/2024	22904	PADDOCK PUBLICATIONS, INC.	210.60
08/30/2024	22905	PIONEER MANUFACTURING COMPANY	667.16
08/30/2024	22906	SMART INDUSTRY PRODUCTS, LLC	370.00
08/30/2024	22907	SRAY TECH, INC	2,000.00
08/30/2024	22908	VILLAGE OF NORTHFIELD	646.36
08/30/2024	22909	VINCENT S. BARBER	2,000.00
OPER TOTALS:			
Total of 90 Checks:			234,191.99
Less 0 Void Checks:			0.00
Total of 90 Disbursements:			<u>234,191.99</u>

AGENCY REPORTS

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 01 CORPORATE FUND						
Account Category: Revenues						
3010	TAXES	881,000.00	404,387.29	21,220.78	383,166.51	45.90
3070	BANK INTEREST	50,000.00	23,706.11	17,276.04	6,430.07	47.41
3099	MISCELLANEOUS REVENUE	1,500.00	500.00		500.00	33.33
Revenues		<u>932,500.00</u>	<u>428,593.40</u>	<u>38,496.82</u>	<u>390,096.58</u>	<u>45.96</u>
Account Category: Expenditures						
4008	FT SALARIES	372,895.63	49,253.15	33,767.13	15,486.02	13.21
4009	PT SALARIES	112,744.50	14,354.59	8,757.85	5,596.74	12.73
4015	HEALTH INSURANCE	146,767.92	14,293.84	22,572.63	(8,278.79)	9.74
4026	GAS / MILEAGE REIMBURSEMENT	2,360.00	332.32	249.24	83.08	14.08
4050	DUES & EDUCATION	13,925.00				0.00
4099	MISC -EXP	7,000.00	151.71	(526.37)	678.08	2.17
5022	PHONE	11,800.00	470.82	351.58	119.24	3.99
5023	INTERNET / CABLE	7,600.00	907.61	1,044.92	(137.31)	11.94
5035	MARKETING	4,000.00	21.68	267.27	(245.59)	0.54
5040	LEGAL & PROFESSIONAL	15,000.00	2,080.60		2,080.60	13.87
5060	CONTRACTUAL	20,120.00	10,728.88	11,483.23	(754.35)	53.32
6010	SMALL EQUIPMENT	9,000.00				0.00
6019	SOFTWARE UPGRADES/SUBSCRIPTION/ADDIT	37,267.00	330.56		330.56	0.89
6021	SUPPLIES	3,000.00	537.51	763.47	(225.96)	17.92
6025	POSTAGE	3,200.00	100.00	268.00	(168.00)	3.13
6070	SAFETY	11,875.00	673.47	134.65	538.82	5.67
9992	FUND TRANSFER	211,500.00	81,500.00		81,500.00	38.53
Expenditures		<u>990,055.05</u>	<u>175,736.74</u>	<u>79,133.60</u>	<u>96,603.14</u>	<u>17.75</u>
Fund 01 - CORPORATE FUND:						
TOTAL REVENUES		932,500.00	428,593.40	38,496.82	390,096.58	
TOTAL EXPENDITURES		990,055.05	175,736.74	79,133.60	96,603.14	
NET OF REVENUES & EXPENDITURES:		<u>(57,555.05)</u>	<u>252,856.66</u>	<u>(40,636.78)</u>	<u>293,493.44</u>	
BEG. FUND BALANCE		292,316.61	292,316.61	292,316.61		
END FUND BALANCE		234,761.56	545,173.27	251,679.83		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 03 RECREATION						
Account Category: Revenues						
3000	SERVICE REVENUE-SCHOOL CONTRACT	20,400.00		2,784.75	(2,784.75)	0.00
3010	TAXES	101,000.00	46,112.00	1,864.49	44,247.51	45.66
3020	USER FEES	868,514.50	685,844.68	656,116.73	29,727.95	78.97
3030	RENTAL	303,850.00	43,329.51	84,047.53	(40,718.02)	14.26
3050	CONCESSION REVENUE	15,500.00	11,109.71	14,882.46	(3,772.75)	71.68
3060	CONTRIBUTIONS/SPONSORSHIPS	44,500.00	23,500.00	15,000.00	8,500.00	52.81
9994	TRANS. FROM CORPORATE	3,083.00	3,083.00	3,083.00		100.00
	Revenues	<u>1,356,847.50</u>	<u>812,978.90</u>	<u>777,778.96</u>	<u>35,199.94</u>	<u>59.92</u>
Account Category: Expenditures						
4008	FT SALARIES	286,750.00	44,814.34	25,660.27	19,154.07	15.63
4009	PT SALARIES	299,980.13	142,897.46	132,313.71	10,583.75	47.64
5021	ELECTRICITY	44,600.00	5,186.66	2,306.19	2,880.47	11.63
5023	INTERNET / CABLE	2,100.00	224.95		224.95	10.71
5024	WATER	37,100.00	10,723.08	7,480.60	3,242.48	28.90
5025	GAS	5,600.00	50.79	61.69	(10.90)	0.91
5035	MARKETING	5,450.00	2,216.47	2,438.17	(221.70)	40.67
5060	CONTRACTUAL	346,368.87	138,968.88	112,061.61	26,907.27	40.12
5061	REPAIR & MAINTENANCE	95,805.00	14,876.57	8,678.30	6,198.27	15.53
6010	SMALL EQUIPMENT	14,000.00	225.00	1,473.94	(1,248.94)	1.61
6020	CAPITAL PURCHASES	22,550.00				0.00
6021	SUPPLIES	70,700.00	13,640.03	17,652.64	(4,012.61)	19.29
6050	CONCESSION SUPPLIES	6,200.00	4,677.44	3,746.46	930.98	75.44
7091	LOAN PAYMENT PRINCIPAL- COMMUNITY CT	17,506.72	16,900.39	16,900.39		96.54
7092	LOAN PAYMENT -INTEREST COMMUNITY CTR	628.09	1,234.42	1,234.42		196.54
9992	FUND TRANSFER	106,000.00				0.00
	Expenditures	<u>1,361,338.81</u>	<u>396,636.48</u>	<u>332,008.39</u>	<u>64,628.09</u>	<u>29.14</u>
Fund 03 - RECREATION:						
	TOTAL REVENUES	1,356,847.50	812,978.90	777,778.96	35,199.94	
	TOTAL EXPENDITURES	1,361,338.81	396,636.48	332,008.39	64,628.09	
	NET OF REVENUES & EXPENDITURES:	<u>(4,491.31)</u>	<u>416,342.42</u>	<u>445,770.57</u>	<u>(29,428.15)</u>	
	BEG. FUND BALANCE	503,863.89	503,863.89	503,863.89		
	END FUND BALANCE	499,372.58	920,206.31	949,634.46		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 05 SPECIAL -NSSRA						
Account Category: Revenues						
3010	TAXES	241,000.00	110,589.71	4,012.90	106,576.81	45.89
	Revenues	<u>241,000.00</u>	<u>110,589.71</u>	<u>4,012.90</u>	<u>106,576.81</u>	<u>45.89</u>
Account Category: Expenditures						
4008	FT SALARIES	33,941.88	4,988.26	3,051.24	1,937.02	14.70
4009	PT SALARIES	7,767.50	1,047.53	659.47	388.06	13.49
7010	NSSRA -EXPENSE	93,984.00	36,260.26	28,836.95	7,423.31	38.58
9992	FUND TRANSFER	137,703.00	3,083.00	3,083.00		2.24
	Expenditures	<u>273,396.38</u>	<u>45,379.05</u>	<u>35,630.66</u>	<u>9,748.39</u>	<u>16.60</u>
Fund 05 - SPECIAL -NSSRA:						
	TOTAL REVENUES	241,000.00	110,589.71	4,012.90	106,576.81	
	TOTAL EXPENDITURES	273,396.38	45,379.05	35,630.66	9,748.39	
	NET OF REVENUES & EXPENDITURES:	<u>(32,396.38)</u>	<u>65,210.66</u>	<u>(31,617.76)</u>	<u>96,828.42</u>	
	BEG. FUND BALANCE	158,935.97	158,935.97	158,935.97		
	END FUND BALANCE	126,539.59	224,146.63	127,318.21		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
 Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 07 AUDITING						
Account Category: Revenues						
3010	TAXES	12,000.00	5,342.28	180.57	5,161.71	44.52
	Revenues	12,000.00	5,342.28	180.57	5,161.71	44.52
Account Category: Expenditures						
5040	LEGAL & PROFESSIONAL	12,100.00	1,100.00		1,100.00	9.09
	Expenditures	12,100.00	1,100.00	0.00	1,100.00	9.09
Fund 07 - AUDITING:						
	TOTAL REVENUES	12,000.00	5,342.28	180.57	5,161.71	
	TOTAL EXPENDITURES	12,100.00	1,100.00	0.00	1,100.00	
	NET OF REVENUES & EXPENDITURES:	(100.00)	4,242.28	180.57	4,061.71	
	BEG. FUND BALANCE	17,432.47	17,432.47	17,432.47		
	END FUND BALANCE	17,332.47	21,674.75	17,613.04		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 09 LIABILITY INSURANCE						
Account Category: Revenues						
3010	TAXES	41,000.00	18,557.17	642.10	17,915.07	45.26
	Revenues	<u>41,000.00</u>	<u>18,557.17</u>	<u>642.10</u>	<u>17,915.07</u>	<u>45.26</u>
Account Category: Expenditures						
4008	FT SALARIES	5,250.00	807.69	545.22	262.47	15.38
7020	LIABILITY INSURANCE	35,280.00	5,454.74	4,781.46	673.28	15.46
	Expenditures	<u>40,530.00</u>	<u>6,262.43</u>	<u>5,326.68</u>	<u>935.75</u>	<u>15.45</u>
Fund 09 - LIABILITY INSURANCE:						
	TOTAL REVENUES	41,000.00	18,557.17	642.10	17,915.07	
	TOTAL EXPENDITURES	40,530.00	6,262.43	5,326.68	935.75	
	NET OF REVENUES & EXPENDITURES:	<u>470.00</u>	<u>12,294.74</u>	<u>(4,684.58)</u>	<u>16,979.32</u>	
	BEG. FUND BALANCE	13,262.16	13,262.16	13,262.16		
	END FUND BALANCE	13,732.16	25,556.90	8,577.58		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 11 SOCIAL SECURITY						
Account Category: Revenues						
3010	TAXES	73,000.00	33,458.94	1,388.11	32,070.83	45.83
9994	TRANS. FROM CORPORATE	10,000.00				0.00
	Revenues	<u>83,000.00</u>	<u>33,458.94</u>	<u>1,388.11</u>	<u>32,070.83</u>	<u>40.31</u>
Account Category: Expenditures						
4011	WITHOLDING	82,527.20	20,187.33	14,791.12	5,396.21	24.46
	Expenditures	<u>82,527.20</u>	<u>20,187.33</u>	<u>14,791.12</u>	<u>5,396.21</u>	<u>24.46</u>
Fund 11 - SOCIAL SECURITY:						
	TOTAL REVENUES	83,000.00	33,458.94	1,388.11	32,070.83	
	TOTAL EXPENDITURES	82,527.20	20,187.33	14,791.12	5,396.21	
	NET OF REVENUES & EXPENDITURES:	<u>472.80</u>	<u>13,271.61</u>	<u>(13,403.01)</u>	<u>26,674.62</u>	
	BEG. FUND BALANCE	28,669.16	28,669.16	28,669.16		
	END FUND BALANCE	29,141.96	41,940.77	15,266.15		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 13 IMRF						
Account Category: Revenues						
3010	TAXES	81,000.00	36,833.19	1,535.61	35,297.58	45.47
9994	TRANS. FROM CORPORATE	81,500.00	81,500.00		81,500.00	100.00
	Revenues	<u>162,500.00</u>	<u>118,333.19</u>	<u>1,535.61</u>	<u>116,797.58</u>	<u>72.82</u>
Account Category: Expenditures						
4012	IMRF	154,344.82	9,244.53	6,085.97	3,158.56	5.99
	Expenditures	<u>154,344.82</u>	<u>9,244.53</u>	<u>6,085.97</u>	<u>3,158.56</u>	<u>5.99</u>
Fund 13 - IMRF:						
	TOTAL REVENUES	162,500.00	118,333.19	1,535.61	116,797.58	
	TOTAL EXPENDITURES	154,344.82	9,244.53	6,085.97	3,158.56	
	NET OF REVENUES & EXPENDITURES:	<u>8,155.18</u>	<u>109,088.66</u>	<u>(4,550.36)</u>	<u>113,639.02</u>	
	BEG. FUND BALANCE	29,869.92	29,869.92	29,869.92		
	END FUND BALANCE	38,025.10	138,958.58	25,319.56		

NPD AGENCY REPORT FOR NORTHFIELD PARK DISTRICT
Balance As of 08/31/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023	% Bdgt Used
Fund: 15 CAPITAL PROJECTS						
Account Category: Revenues						
3070	BANK INTEREST	0.00	929.76		929.76	100.00
3080	OSLAD GRANT	405,300.00	202,650.00		202,650.00	50.00
9991	TRANSFER FROM REC	106,000.00				0.00
9993	TRANS. FROM NSSRA	134,620.00				0.00
9994	TRANS. FROM CORPORATE	120,000.00				0.00
	Revenues	<u>765,920.00</u>	<u>203,579.76</u>	<u>0.00</u>	<u>203,579.76</u>	<u>26.58</u>
Account Category: Expenditures						
5040	LEGAL & PROFESSIONAL	92,000.00	18,187.40	21,117.80	(2,930.40)	19.77
6020	CAPITAL PURCHASES	87,000.00				0.00
7090	LOAN PAYMENT- PRINCIPAL CLARKSON PAR	70,039.11				0.00
7091	LOAN PAYMENT PRINCIPAL- COMMUNITY CT	133,333.00	133,333.00	133,333.00		100.00
7092	LOAN PAYMENT -INTEREST COMMUNITY CTR	21,867.00	21,829.96	24,496.35	(2,666.39)	99.83
8000	CAPITAL PROJECTS	808,200.00				0.00
	Expenditures	<u>1,212,439.11</u>	<u>173,350.36</u>	<u>178,947.15</u>	<u>(5,596.79)</u>	<u>14.30</u>
Fund 15 - CAPITAL PROJECTS:						
	TOTAL REVENUES	765,920.00	203,579.76	0.00	203,579.76	
	TOTAL EXPENDITURES	1,212,439.11	173,350.36	178,947.15	(5,596.79)	
	NET OF REVENUES & EXPENDITURES:	<u>(446,519.11)</u>	<u>30,229.40</u>	<u>(178,947.15)</u>	<u>209,176.55</u>	
	BEG. FUND BALANCE	653,699.27	653,699.27	653,699.27		
	END FUND BALANCE	207,180.16	683,928.67	474,752.12		
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	3,594,767.50	1,731,433.35	824,035.07	907,398.28	
	TOTAL EXPENDITURES - ALL FUNDS	4,126,731.37	827,896.92	651,923.57	175,973.35	
	NET OF REVENUES & EXPENDITURES:	<u>(531,963.87)</u>	<u>903,536.43</u>	<u>172,111.50</u>	<u>731,424.93</u>	

09/16/2024

NPD BALANCE SHEET WITH VARIANCE FOR NORTHFIELD PARK DISTRICT
 Balance As Of 08/31/2024

GL Number	Description	YTD Balance 08/31/2024	YTD Balance 08/31/2023	YTD Balance Diff 08/31/2024 08/31/2023
Account Category: Assets				
1000	NVB OPERATING-NORTHVIEW 0306	41,115.06	62,539.31	(21,424.25)
1003	NVB PETTY CHECKING 000430023000031	985.87	769.87	216.00
1007	ILLINOIS FUNDS MM 007139101443	638.82	606.67	32.15
1010	NVB TAX ACCT 7530000691	1,206,239.35	49,226.35	1,157,013.00
1013	PETTY CASH BOX @ COMMUNITY CTR	100.00	100.00	-
1016	NVB GRANT ACCOUNT-8703694399	205,358.17	411,384.23	(206,026.06)
1017	NVB SAVINGS-6025	1,487,195.88	1,365,032.70	122,163.18
1200	ACCOUNTS RECEIVABLE	16,303.65	17,917.67	(1,614.02)
1210	ACCOUNTS RECEIVABLE OTHER	11.00	-	11.00
1250	TAXES RECEIVABLE	758,973.46	758,973.46	-
	PROVIDED FOR LONG TERM	800,000.00	933,334.00	(133,334.00)
	PROVIDED FOR LONG TERM	740,687.49	794,830.00	(54,142.51)
Assets		5,257,608.75	4,394,714.26	862,894.49
Account Category: Liabilities				
2000	ACCOUNTS PAYABLE	-	(20,504.85)	20,504.85
2001	SECURITY DEPOSITS PAYABLE	1,000.00	250.00	750.00
2011	EMPLOYEE COMPENSATION	37,463.66	48,360.77	(10,897.11)
2060	DEFERRED TAX REVENUE	758,973.46	758,973.46	-
2300	FAMILY CREDIT	10,718.55	9,309.93	1,408.62
	PROVIDED FOR LONG TERM	800,000.00	933,334.00	(133,334.00)
	PROVIDED FOR LONG TERM	740,687.49	794,830.00	(54,142.51)
Liabilities		2,348,843.15	2,524,553.31	(175,710.16)
Account Category: Fund Equity				
9000		2,005,229.17	1,698,049.45	307,179.72
Beginning Fund Balance		2,005,229.17	1,698,049.45	307,179.72
Revenues		1,731,433.35	824,035.07	907,398.28
Expenditures		827,896.92	651,923.57	175,973.35
Ending Balance		2,908,765.60	1,870,160.95	

Parks and Recreation Report September 2024

- Facilities
 - Community Center Gym
 - Hot Shots Sports will be back for their regular rental throughout the school year starting next month
 - Hoops4Health and a few other individuals have reached out about potential ongoing gym rentals as well.
 - Fitness Center
 - We currently have 194 active fitness memberships, with 95 of those enrolled under the installment billing plan.
 - Baseball/Softball Fields
 - Baseball and softball fall rentals run through the end of October.
 - Soccer Fields
 - Soccer field rentals run through the first week of November.
 - Pickleball/Tennis Courts
 - Online court reservations continue until colder weather suggests we deactivate them for the season.
 - Clarkson Lodge
 - Clarkson Lodge was rented 5 times this month.
- Programs
 - Before Care
 - Before Care is running smoothly so far with 5-7 kids in the program each day.
 - Pre-Pre-K
 - Pre-Pre-K is up and running as well with a full roster of 10 children each day.
 - Club Dolphin
 - Club Dolphin started the first day of school and we have 47 students registered for Session 1, which runs through winter break.
 - After School Classes
 - Fall classes started on Monday, 9/16, with 12 of 17 programs running. 5 of those 17 are running with full enrollment.
 - Our NTA Pre-Competitive Swim Classes resumed on August 18th and our current session is full with 15 people registered. A second fall session will start in November.
 - Pickleball
 - Fall leagues for 3.0-4.5 level players conclude next week and we are working with Dan McGuire to figure out plans for indoors this winter.
- Special Events
 - Clarkson Cookout was a great success once again as nearly 2000 people filled Clarkson to grill out/picnic and enjoy live music from The Noize and Panic at the Costco. The Steve Soler Northfield Rib contest was as heated as ever with our most entries the last few years and the fireworks show closed the night beautifully.
- Parks Update
 - The splash pad at Clarkson Park is still on for now and we are monitoring the weather closely to determine when to shut it down for the year.

- Laser grading Field 2 has proven to help with infield drainage and staff are planning to train with the lasers for softball fields next month.
- The athletic fields have been fertilized and will be aerated and seeded in specific areas in the coming weeks.
- The irrigation system at Willow Park is working the best it has in some time thanks to some new contractors working more diligently on the system.
- PDRMA will be out this week to work with staff on playground inspections at Clarkson Park.