

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
November 29, 2011
185 Spring Avenue
7:00 p.m.**

Agenda

- I. Call to Order**
- II. Roll Call of Commissioners**
- III. Pledge of Allegiance**
- IV. Changes to the Agenda**
- V. Public Participation**
- VI. Consent Agenda:** All items in Section VI are included in the Consent Agenda by the Board and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Agenda.
 - A. Finance Report
 - B. Voucher List of Bills Totaling \$183,340.72
 - C. Minutes: October 18, 2011 Regular Meeting
 November 15, 2011 Special Meeting
 November 15, 2011 Workshop Meeting
 - D. 2012 Board Meeting Schedule
- VII. Unfinished Business**
 - A. 2012 Proposed Budget
 - B. Glen Ellyn Park District Transparency Initiative
- VIII. New Business**
 - A. Illinois Institutional Investors Trust Resolution 11-12
 - B. Approve Resolution 11-13 Designating Bank Depositories
 - C. Approve Resolution 11-14 Authorizing Signatures on Checks
 - D. Maryknoll Paddle Hut Pay Request #4
 - E. Use of District Vehicles
- IX. Director's Report**
- X. Commissioners Report**
- XI. Adjourn to Executive Session**

Under Section 2 (c) 1 of the Open Meetings Act for the purpose of discussion of the appointment employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the District, and Section 2 (c) 11 of the Open Meetings Act for the purpose of discussion of pending litigation, or probable and imminent litigation which shall be specifically identified in the Executive Session minutes.
- XII. Return to Open Session**
- XIII. Adjourn**

FINANCE REPORT

October 31, 2011

BANK BALANCES	June 2011	July 2011	August 2011	September 2011	October 2011
COMMUNITY BANK WHEATON/GLEN ELLYN	\$ 172,263.76	\$ 324,167.31	\$ 363,225.67	\$ 480,258.92	\$ 392,099.78
COMMUNITY BANK CD 1012	1,220,595.33	1,220,595.33	1,220,595.33	1,222,382.37	1,222,925.03
COMMUNITY BANK CD 6001	246,200.11	246,200.11	246,564.62	246,682.19	246,807.93
COMMUNITY BANK CD 6028	122,441.57	122,441.57	122,622.85	122,683.34	122,745.87
COMMUNITY BANK CD 0763	1,015,200.71	1,015,200.71	1,015,200.71	1,016,703.75	1,017,205.26
BRIDGEVIEW BANK	246,472.19	246,545.45	246,610.64	246,648.81	246,684.35
ILLINOIS FUNDS - 9347	3,700,390.68	3,157,880.43	2,881,130.25	4,836,220.25	3,685,323.56
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	859,981.06	860,018.01	860,057.69	860,092.73	861,886.13
ILLINOIS METROPOLITAN INVESTMENT FUND	-	-	-	-	1,000,097.71
Total Bank Balance	\$ 7,583,545.41	\$ 7,193,048.92	\$ 6,956,007.76	\$ 9,031,672.36	\$ 8,795,775.62

INTEREST RATES

COMMUNITY BANK CD 1012	0.60%	0.60%	0.60%	0.60%	0.60%
COMMUNITY BANK CD 6001	0.60%	0.60%	0.60%	0.60%	0.60%
COMMUNITY BANK CD 6028	0.60%	0.60%	0.60%	0.60%	0.60%
COMMUNITY BANK CD 0763	0.60%	0.60%	0.60%	0.60%	0.60%
BRIDGEVIEW BANK	0.40%	0.45%	0.45%	0.30%	0.14%
ILLINOIS FUNDS - 9347	0.04%	0.02%	0.03%	0.05%	0.05%
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	0.05%	0.05%	0.05%	0.05%	0.05%
ILLINOIS METROPOLITAN INVESTMENT FUND					0.28%

INTEREST

COMMUNITY BANK WHEATON/GLEN ELLYN	\$ 24.03	\$ 30.47	\$ 23.41	\$ 21.09	\$ 23.33
COMMUNITY BANK CD 1012	641.89	650.00	650.00 *	660.00 *	542.66
COMMUNITY BANK CD 6001	121.38	125.00 *	125.00 *	117.57	125.74
COMMUNITY BANK CD 6028	58.35	60.00 *	60.00 *	60.49	62.53
COMMUNITY BANK CD 0763	517.20	520.00	520.00 *	550.00 *	501.51
BRIDGEVIEW BANK	79.66	73.26	65.19	38.17	35.54
ILLINOIS FUNDS	86.28	58.49	78.94	185.82	188.08
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	34.82	36.95	39.68	35.04	38.35
ILLINOIS METROPOLITAN INVESTMENT FUND	-	-	-	-	97.71
Total Interest	\$ 1,563.61	\$ 1,554.17	\$ 1,562.22	\$ 1,668.18	\$ 1,615.45

* Estimated Interest. Posted at maturity.

WEIGHTED AVERAGE CALCULATION

COMMUNITY BANK CD	\$ 7,323.57	\$ 7,323.57	\$ 7,323.57	\$ 7,334.29	\$ 7,337.55
COMMUNITY BANK CD	1,477.20	1,477.20	1,479.39	1,480.09	1,480.85
COMMUNITY BANK CD	734.65	734.65	735.74	736.10	736.48
COMMUNITY BANK CD	6,091.20	6,091.20	6,091.20	6,100.22	6,103.23
BRIDGEVIEW BANK	985.89	1,109.45	1,109.75	739.95	345.36
ILLINOIS FUNDS	1,369.14	663.15	893.15	2,224.66	1,842.66
ILLINOIS PARK DISTRICT LIQUID ASSET FUND	429.99	430.01	430.03	430.05	430.94
ILLINOIS METROPOLITAN INVESTMENT FUND	-	-	-	-	2,800.27
Weighted Average	\$ 18,411.65	\$ 17,829.24	\$ 18,062.83	\$ 19,045.36	\$ 21,077.34

GPD WEIGHTED AVERAGE	0.25%	0.26%	0.27%	0.22%	0.25%
90 DAY T-BILL AVG.	0.03%	0.04%	0.02%	0.02%	0.02%
RATE VARIANCE	0.22%	0.22%	0.25%	0.20%	0.23%
ANNUAL DIFFERENCE (compared to 90 day t-bill)	\$ 16,188.27	\$ 15,081.69	\$ 16,744.27	\$ 17,335.08	\$ 19,396.61
MONTHLY DIFFERENCE	\$ 1,349.02	\$ 1,256.81	\$ 1,395.36	\$ 1,444.59	\$ 1,616.38

FUND NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL REVENUE/EXPENSE-PRIOR YR		
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET THIS MONTH	YEAR TO DATE	
<u>REVENUE</u>								
10	CORPORATE	52,465.35	1,675,863.20	0.00	1,675,863.20	1,694,183	19,899	1,461,688
20	RECREATION	321,751.07	5,824,241.33	0.00	5,824,241.33	5,812,173 +	280,305	5,662,635
30	POLICE	19.48	1,706.27	0.00	1,706.27	3,620	0	3,428
35	PAVING AND LIGHTING	19.48	1,692.73	0.00	1,692.73	2,010	0	1,710
40	IMRF AND FICA	3,272.88	359,219.02	0.00	359,219.02	360,200	0	340,525
45	DEBT SERVICE	26,709.06	2,319,550.67	0.00	2,319,550.67	2,359,982	0	2,182,964
50	LIABILITY INSURANCE	1,129.92	108,044.16	0.00	108,044.16	135,000	0	91,603
55	SPECIAL RECREATION	7,792.58	677,097.72	0.00	677,097.72	733,409	0	679,424
60	AUDIT	116.89	10,169.97	0.00	10,169.97	12,593	0	11,890
65	WORKING CASH	62.53	635.95	0.00	635.95	200 +	96	1,999
70	2006 CAPITAL BOND FUND	0.00	0.00	0.00	0.00	0	0	6,098,200
80	EQUIPMENT REPLACEMENT FUND	0.00	153,331.59	0.00	153,331.59	137,245 +	0	103,932
91	2007 CAPITAL BOND FUND	0.00	0.00	0.00	0.00	0	0	7,239,331
94	CAPITAL PROJECTS	57,336.06	542,113.20	0.00	542,113.20	730,000	981	2,075,582
96	CASH IN LIEU OF LAND	0.00	22,847.52	0.00	22,847.52	10,300 +	0	5,525
	TOTAL REVENUE	470,675.30	11,696,513.33	0.00	11,696,513.33	11,990,915	301,282	25,960,435
<u>EXPENSE</u>								
10	CORPORATE	132,512.69	1,352,447.39	1,550.49	1,353,997.88	1,713,210	151,271	1,214,709
20	RECREATION	271,441.92	4,334,324.57	2,425.41	4,336,749.98	5,620,712	360,240	4,759,215
30	POLICE	2,800.00	2,886.64	0.00	2,886.64	5,000	0	1,574
35	PAVING AND LIGHTING	0.00	900.00	0.00	900.00	1,500	0	2,000
40	IMRF AND FICA	30,801.71	357,001.23	0.00	357,001.23	430,000	49,242	389,605
45	DEBT SERVICE	0.00	281,198.51	0.00	281,198.51	2,357,510	0	315,246
50	LIABILITY INSURANCE	10,641.84	112,823.26	0.00	112,823.26	140,446	10,563	103,667
55	SPECIAL RECREATION	4,265.00	401,701.01	0.00	401,701.01	697,409	0	1,047,624
60	AUDIT	0.00	14,235.00	0.00	14,235.00	13,000 +	0	13,200
65	WORKING CASH	0.00	0.00	0.00	0.00	1,000	0	4,000
70	2006 CAPITAL BOND FUND	0.00	0.00	0.00	0.00	0	0	6,098,201
80	EQUIPMENT REPLACEMENT FUND	0.00	57,119.00	0.00	57,119.00	57,500	0	73,664
91	2007 CAPITAL BOND FUND	0.00	0.00	0.00	0.00	0	0	7,921,778
94	CAPITAL PROJECTS	70,792.55	665,121.54	0.00	665,121.54	1,041,010	117,467	2,319,766
96	CASH IN LIEU OF LAND	0.00	0.00	0.00	0.00	0	0	200,000
	TOTAL EXPENSE	523,255.71	7,579,758.15	3,975.90	7,583,734.05	12,078,297	688,783	24,464,248
	TOTAL REVENUE	470,675.30	11,696,513.33	0.00	11,696,513.33	11,990,915	301,282	25,960,435
	TOTAL EXPENSE	523,255.71	7,579,758.15	3,975.90	7,583,734.05	12,078,297	688,783	24,464,248
	NET INCOME/LOSS	52,580.41-	4,116,755.18	3,975.90-	4,112,779.28	87,382-+	387,501-	1,496,187

2.

FUND..... 10 CORPORATE

ACCOUNT NUMBER DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT		ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
	THIS MONTH	YEAR TO DATE		YEAR TO DATE	THIS MONTH		YEAR TO DATE	
REVENUES								
TAX RECEIPTS	33,179.41	1,512,179.52	0.00	1,512,179.52	1,549,897	0	1,351,884	
INTEREST INCOME	233.47	2,348.15	0.00	2,348.15	15,000	342	12,311	
RENTALS	0.00	705.00	0.00	705.00	500	0	1,810	
MISCELLANEOUS	19,052.47	160,630.53	0.00	160,630.53	128,786	19,557	95,683	
TOTAL REVENUE	52,465.35	1,675,863.20	0.00	1,675,863.20	1,694,183	19,899	1,461,688	
EXPENSES								
SALARIES & WAGES	71,847.90	741,181.56	0.00	741,181.56	969,052	109,373	706,478	
CONTRACTUAL SERVICES	26,004.83	195,147.35	30.49	195,177.84	190,886	11,081	149,345	
MATERIALS & SUPPLIES	10,122.07	126,604.51	1,520.00	128,124.51	144,528	4,914	110,658	
EQUIPMENT	139.99	3,288.44	0.00	3,288.44	6,325	968	7,077	
BUILDING & LANDSCAPE	5,533.40	52,248.13	0.00	52,248.13	83,000	195	75,801	
MISCELLANEOUS	1,508.48	67,452.96	0.00	67,452.96	76,550	2,936	18,186	
INSURANCE	13,607.77	127,687.68	0.00	127,687.68	180,369	17,200	115,896	
UTILITIES	3,748.25	38,836.76	0.00	38,836.76	62,500	4,603	31,268	
TOTAL EXPENSE	132,512.69	1,352,447.39	1,550.49	1,353,997.88	1,713,210	151,271	1,214,709	
TOTAL FUND REVENUE	52,465.35	1,675,863.20	0.00	1,675,863.20	1,694,183	19,899	1,461,688	
TOTAL FUND EXPENSE	132,512.69	1,352,447.39	1,550.49	1,353,997.88	1,713,210	151,271	1,214,709	
NET FUND INCOME/LOSS	80,047.34-	323,415.81	1,550.49-	321,865.32	19,027-	131,371-	246,979	

FUND..... 20 RECREATION

ACCOUNT		REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
NUMBER	DESCRIPTION	THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	26,675.53	949,329.43	0.00	949,329.43	993,214	0	919,794
	GENERAL FEES	285,567.10	4,188,569.69	0.00	4,188,569.69	4,190,832	269,734	4,076,727
	INTEREST INCOME	738.44	5,842.92	0.00	5,842.92	4,000	803	3,516
	RENTALS	11,214.50	171,131.93	0.00	171,131.93	178,070	12,591	161,958
	MISCELLANEOUS	346.25	429,835.68	0.00	429,835.68	363,357	876	420,245
	CONCESSIONS	2,790.75-	79,531.68	0.00	79,531.68	82,700	3,700-	80,395
	TOTAL REVENUE	321,751.07	5,824,241.33	0.00	5,824,241.33	5,812,173	280,305	5,662,635
EXPENSES								
	SALARIES & WAGES	133,274.55	1,798,118.77	0.00	1,798,118.77	2,172,889	203,134	1,936,261
	CONTRACTUAL SERVICES	52,121.37	859,265.56	0.00	859,265.56	1,113,751	34,885	852,630
	MATERIALS & SUPPLIES	56,153.13	542,631.59	2,425.41	545,057.00	708,551	41,050	652,525
	EQUIPMENT	0.00	12,615.89	0.00	12,615.89	18,406	1,193	13,707
	BUILDING & LANDSCAPE	1,598.96	12,716.07	0.00	12,716.07	14,700	1,106	7,653
	MISCELLANEOUS	5,267.93	701,408.66	0.00	701,408.66	873,374	8,981	671,117
	INSURANCE	13,607.78	128,437.68	0.00	128,437.68	179,869	14,203	121,349
	UTILITIES	9,418.20	271,815.56	0.00	271,815.56	438,672	55,687	276,802
	PARK DEVELOPMENT	0.00	7,314.79	0.00	7,314.79	100,500	0	227,171
	TOTAL EXPENSE	271,441.92	4,334,324.57	2,425.41	4,336,749.98	5,620,712	360,240	4,759,215
	TOTAL FUND REVENUE	321,751.07	5,824,241.33	0.00	5,824,241.33	5,812,173	280,305	5,662,635
	TOTAL FUND EXPENSE	271,441.92	4,334,324.57	2,425.41	4,336,749.98	5,620,712	360,240	4,759,215
	NET FUND INCOME/LOSS	50,309.15	1,489,916.76	2,425.41-	1,487,491.35	191,461	79,936-	903,419

4.

FUND..... 30 POLICE

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	19.48	1,706.27	0.00	1,706.27	3,595	0	3,399
	INTEREST INCOME	0.00	0.00	0.00	0.00	25	0	29
	MISCELLANEOUS	0.00	0.00	0.00	0.00	0	0	0
	TOTAL REVENUE	19.48	1,706.27	0.00	1,706.27	3,620	0	3,428
EXPENSES								
	SALARIES & WAGES	2,800.00	2,886.64	0.00	2,886.64	5,000	0	1,574
	TOTAL EXPENSE	2,800.00	2,886.64	0.00	2,886.64	5,000	0	1,574
	TOTAL FUND REVENUE	19.48	1,706.27	0.00	1,706.27	3,620	0	3,428
	TOTAL FUND EXPENSE	2,800.00	2,886.64	0.00	2,886.64	5,000	0	1,574
	NET FUND INCOME/LOSS	2,780.52-	1,180.37-	0.00	1,180.37-	1,380-	0	1,854

FUND 35 PAVING AND LIGHTING

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE		THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	19.48	1,692.73	0.00	1,692.73	2,000	0	1,699
	INTEREST INCOME	0.00	0.00	0.00	0.00	10	0	10
	TOTAL REVENUE	19.48	1,692.73	0.00	1,692.73	2,010	0	1,710
EXPENSES								
	MISCELLANEOUS	0.00	900.00	0.00	900.00	1,500	0	2,000
	TOTAL EXPENSE	0.00	900.00	0.00	900.00	1,500	0	2,000
	TOTAL FUND REVENUE	19.48	1,692.73	0.00	1,692.73	2,010	0	1,710
	TOTAL FUND EXPENSE	0.00	900.00	0.00	900.00	1,500	0	2,000
	NET FUND INCOME/LOSS	19.48	792.73	0.00	792.73	510	0	290-

6.

FUND..... 40 IMRF AND FICA

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	3,272.88	284,219.02	0.00	284,219.02	300,000	0	265,432
	INTEREST INCOME	0.00	0.00	0.00	0.00	200	0	94
	TOTAL REVENUE	3,272.88	359,219.02	0.00	359,219.02	360,200	0	340,525
EXPENSES								
	MISCELLANEOUS	30,801.71	432,001.23	0.00	432,001.23	490,000	49,242	464,605
	TOTAL EXPENSE	30,801.71	357,001.23	0.00	357,001.23	430,000	49,242	389,605
	TOTAL FUND REVENUE	3,272.88	359,219.02	0.00	359,219.02	360,200	0	340,525
	TOTAL FUND EXPENSE	30,801.71	357,001.23	0.00	357,001.23	430,000	49,242	389,605
	NET FUND INCOME/LOSS	27,528.83-	2,217.79	0.00	2,217.79	69,800-	49,242-	49,079-

7.

FUND..... 45 DEBT SERVICE

ACCOUNT		REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
NUMBER	DESCRIPTION	THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	26,709.06	2,319,550.67	0.00	2,319,550.67	2,358,982	0	2,181,541
	INTEREST INCOME	0.00	0.00	0.00	0.00	1,000	0	1,423
	TOTAL REVENUE	26,709.06	2,319,550.67	0.00	2,319,550.67	2,359,982	0	2,182,964
EXPENSES								
	MISCELLANEOUS	0.00	281,198.51	0.00	281,198.51	2,357,510	0	315,246
	TOTAL EXPENSE	0.00	281,198.51	0.00	281,198.51	2,357,510	0	315,246
	TOTAL FUND REVENUE	26,709.06	2,319,550.67	0.00	2,319,550.67	2,359,982	0	2,182,964
	TOTAL FUND EXPENSE	0.00	281,198.51	0.00	281,198.51	2,357,510	0	315,246
	NET FUND INCOME/LOSS	26,709.06	2,038,352.16	0.00	2,038,352.16	2,472	0	1,867,718

FUND..... 50 LIABILITY INSURANCE

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	1,129.92	98,044.16	0.00	98,044.16	125,000	0	81,603
	TOTAL REVENUE	1,129.92	108,044.16	0.00	108,044.16	135,000	0	91,603
EXPENSES								
	MISCELLANEOUS	0.00	18,262.94	0.00	18,262.94	15,446	293	14,430
	INSURANCE	10,641.84	104,560.32	0.00	104,560.32	135,000	10,270	99,237
	TOTAL EXPENSE	10,641.84	112,823.26	0.00	112,823.26	140,446	10,563	103,667
	TOTAL FUND REVENUE	1,129.92	108,044.16	0.00	108,044.16	135,000	0	91,603
	TOTAL FUND EXPENSE	10,641.84	112,823.26	0.00	112,823.26	140,446	10,563	103,667
	NET FUND INCOME/LOSS	9,511.92-	4,779.10-	0.00	4,779.10-	5,446-	10,563-	12,063-

FUND..... 55 SPECIAL RECREATION

ACCOUNT NUMBER DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR		
	THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE	
REVENUES								
TAX RECEIPTS	7,792.58	677,097.72	0.00	677,097.72	733,409	0	679,417	
INTEREST INCOME	0.00	0.00	0.00	0.00	0	0	7	
RENTALS	0.00	0.00	0.00	0.00	0	0	0	
TOTAL REVENUE	7,792.58	677,097.72	0.00	677,097.72	733,409	0	679,424	
EXPENSES								
CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0	0	0	
MISCELLANEOUS	4,265.00	401,701.01	0.00	401,701.01	697,409	0	1,047,624	
TOTAL EXPENSE	4,265.00	401,701.01	0.00	401,701.01	697,409	0	1,047,624	
TOTAL FUND REVENUE	7,792.58	677,097.72	0.00	677,097.72	733,409	0	679,424	
TOTAL FUND EXPENSE	4,265.00	401,701.01	0.00	401,701.01	697,409	0	1,047,624	
NET FUND INCOME/LOSS	3,527.58	275,396.71	0.00	275,396.71	36,000	0	368,200-	

FUND..... 60 AUDIT

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	TAX RECEIPTS	116.89	10,169.97	0.00	10,169.97	12,583	0	11,878
	INTEREST INCOME	0.00	0.00	0.00	0.00	10	0	12
	TOTAL REVENUE	116.89	10,169.97	0.00	10,169.97	12,593	0	11,890
EXPENSES								
	CONTRACTUAL SERVICES	0.00	14,235.00	0.00	14,235.00	13,000	0	13,200
	TOTAL EXPENSE	0.00	14,235.00	0.00	14,235.00	13,000	0	13,200
	TOTAL FUND REVENUE	116.89	10,169.97	0.00	10,169.97	12,593	0	11,890
	TOTAL FUND EXPENSE	0.00	14,235.00	0.00	14,235.00	13,000	0	13,200
	NET FUND INCOME/LOSS	116.89	4,065.03-	0.00	4,065.03-	407-	0	1,310-

FUND..... 65 WORKING CASH

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE	BUDGET	THIS MONTH	YEAR TO DATE
REVENUES								
	INTEREST INCOME	62.53	635.95	0.00	635.95	200	96	1,999
	TOTAL REVENUE	62.53	635.95	0.00	635.95	200	96	1,999
EXPENSES								
	MISCELLANEOUS	0.00	0.00	0.00	0.00	1,000	0	4,000
	TOTAL EXPENSE	0.00	0.00	0.00	0.00	1,000	0	4,000
	TOTAL FUND REVENUE	62.53	635.95	0.00	635.95	200	96	1,999
	TOTAL FUND EXPENSE	0.00	0.00	0.00	0.00	1,000	0	4,000
	NET FUND INCOME/LOSS	62.53	635.95	0.00	635.95	800-	96	2,001-

12.

FUND..... 80 EQUIPMENT REPLACEMENT FUND

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE		THIS MONTH	YEAR TO DATE
REVENUES								
	MISCELLANEOUS	0.00	153,331.59	0.00	153,331.59	137,245	0	103,932
	TOTAL REVENUE	0.00	153,331.59	0.00	153,331.59	137,245	0	103,932
EXPENSES								
	EQUIPMENT	0.00	57,119.00	0.00	57,119.00	57,500	0	73,664
	TOTAL EXPENSE	0.00	57,119.00	0.00	57,119.00	57,500	0	73,664
	TOTAL FUND REVENUE	0.00	153,331.59	0.00	153,331.59	137,245	0	103,932
	TOTAL FUND EXPENSE	0.00	57,119.00	0.00	57,119.00	57,500	0	73,664
	NET FUND INCOME/LOSS	0.00	96,212.59	0.00	96,212.59	79,745	0	30,268

13.

FUND..... 94 CAPITAL PROJECTS

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT		ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE			THIS MONTH	YEAR TO DATE
REVENUES									
	INTEREST INCOME	2,336.06	7,863.20	0.00	7,863.20	1,500	981	18,457	
	RENTALS	0.00	35,000.00	0.00	35,000.00	35,000	0	200,000	
	MISCELLANEOUS	55,000.00	499,250.00	0.00	499,250.00	693,500	0	1,857,125	
	BOND PROCEEDS	0.00	0.00	0.00	0.00	0	0	0	
	TOTAL REVENUE	57,336.06	542,113.20	0.00	542,113.20	730,000	981	2,075,582	
EXPENSES									
	SALARIES & WAGES	0.00	19,822.93	0.00	19,822.93	15,000	6,568	51,624	
	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0	0	0	
	MATERIALS & SUPPLIES	0.00	0.00	0.00	0.00	0	0	0	
	EQUIPMENT	0.00	0.00	0.00	0.00	0	0	0	
	BUILDING & LANDSCAPE	0.00	0.00	0.00	0.00	0	0	2,500	
	MISCELLANEOUS	0.00	100,008.59	0.00	100,008.59	66,380	0	853,935	
	PARK DEVELOPMENT	70,792.55	495,290.02	0.00	495,290.02	909,630	110,899	1,360,886	
	CAPITAL IMPROVEMENTS	0.00	50,000.00	0.00	50,000.00	50,000	0	50,822	
	TOTAL EXPENSE	70,792.55	665,121.54	0.00	665,121.54	1,041,010	117,467	2,319,766	
	TOTAL FUND REVENUE	57,336.06	542,113.20	0.00	542,113.20	730,000	981	2,075,582	
	TOTAL FUND EXPENSE	70,792.55	665,121.54	0.00	665,121.54	1,041,010	117,467	2,319,766	
	NET FUND INCOME/LOSS	13,456.49-	123,008.34-	0.00	123,008.34-	311,010-	116,486-	244,184-	

14.

FUND..... 96 CASH IN LIEU OF LAND

ACCOUNT NUMBER	DESCRIPTION	REVENUE / EXPENSE		ENCUMBRANCE	TOTAL AMOUNT	ANNUAL BUDGET	REVENUE/EXPENSE-PRIOR YR	
		THIS MONTH	YEAR TO DATE		YEAR TO DATE		THIS MONTH	YEAR TO DATE
REVENUES								
	INTEREST INCOME	0.00	0.00	0.00	0.00	300	0	142
	MISCELLANEOUS	0.00	22,847.52	0.00	22,847.52	10,000	0	5,383
	TOTAL REVENUE	0.00	22,847.52	0.00	22,847.52	10,300	0	5,525
EXPENSES								
	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0	0	0
	MISCELLANEOUS	0.00	0.00	0.00	0.00	0	0	0
	PARK DEVELOPMENT	0.00	0.00	0.00	0.00	0	0	200,000
	TOTAL EXPENSE	0.00	0.00	0.00	0.00	0	0	200,000
	TOTAL FUND REVENUE	0.00	22,847.52	0.00	22,847.52	10,300	0	5,525
	TOTAL FUND EXPENSE	0.00	0.00	0.00	0.00	0	0	200,000
	NET FUND INCOME/LOSS	0.00	22,847.52	0.00	22,847.52	10,300	0	194,475-

GLEN ELLYN PARK DISTRICT
VOUCHER LIST PRESENTED TO THE BOARD OF COMMISSIONERS
AT THEIR MEETING ON NOVEMBER 29, 2011

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
03181	ALLEGRA PRINTING AND IMAGING	21298	40426	VO111701	100000-520700 200000-520700	268.10 268.11	LETTERHEAD/LABELS LETTERHEAD/LABELS
<u>TOTAL VENDOR:</u>						536.21	
03672	AT & T	21350		VO111701	100000-660300 200000-660300	6.82 6.83	10/11 LONG DISTANCE 10/11 LONG DISTANCE
<u>TOTAL VENDOR:</u>						13.65	
03977	ANDERSON PEST CONTROL	21343		VO111701	206000-520600	35.00	10/11 PEST CONTROL
05250	ARTHUR CLESEN INC.	21296	271500	VO111501	940000-680200	638.00	ATHLETIC MIX/RYE SEED
05807	AT&T U-VERSE	21294		VO111501	300000-510700	175.17	U VERSE WIRELESS
08315	BATTERIES PLUS	21329	487210831	VO111701	206000-530210	47.97	LED EXIT KIT
13892	CHICAGO BULLS SOX ACADEMY	21320	2495	VO111701	202010-525278	696.00	FALL CLASSES
15285	COMMONWEALTH EDISON	21349		VO111701	206000-660100	67.48	11/11 ELECTRIC GUARDSHACK
15288	COMPLETE FENCE	21307	C11451	VO111701	101000-550850	530.66	SPLIT RAIL FENCE CHURCHILL
17155	PADDOCK PUBLICATIONS	21334		VO111701	100000-520150	295.04	TAX LEVY NOTICE
19250	D & R TRUCKING COMPANY	21328	16554	VO111701	940000-680200 101000-550500	270.00 320.00	LOAD OF TOPSOIL LOAD OF TOPSOIL
<u>TOTAL VENDOR:</u>						590.00	
23200	ELITE COMPUTER SUPPORT, INC	21332	27097	VO111701	300000-510700	2,350.00	ACCESS POINT PADDLE HUT
27423	FASTENAL COMPANY	21344	47475/457	VO111701	101000-530210	42.50	METRIC BOLTS/NUTS
28351	THE FITNESS CONNECTION	21308	11081101	VO111701	550000-590915	8,290.00	2 ADA FITNESS MACHINES ASFC
29900	FUTURE PROS	21303	MINI PROS	VO111701	202010-525126	2,407.20	FALL MINI PRO CLASSES
30261	ANNIE GALUS	21348	KEY DEPOSIT	VO111701	100000-220255	50.00	RETURN KEY DEPOSIT

VENDOR NUMBER	VENDOR NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
32271	W.W. GRAINGER, INC.	21317	9682855318	VO111701	940000-510990	1,034.00	FLOOD LIGHTS
41739	ILLINOIS GIRLS LACROSSE ASSN	21302	R324	VO111701	202010-525148	2,887.50	FALL CLASSES
41910	IMAGE BUILDERS UNLIMITED INC	21337	1129	VO111701	202020-525310	90.00	FALL CLASS
48390	THE YOGA TEACHER'S GROUP	21314	9/11 & 10/	VO111701	200100-520600	1,400.00	9/11 & 10/11 CLASSES
48498	MARK KEDZIORA	21333		VO111701	202010-525179	2,723.00	FALL BASEBALL UMPIRE FEES
50308	KRAMER TREE SPECIALISTS	21339	11282	VO111701	940000-680268	865.00	STORM DAMAGED TREE TRIMMING
52045	LEN'S ACE HARDWARE	21293		VO111501	206000-530110	20.66	ROPE/DRAIN PLUG
					206000-530130	50.16	HOLE SAW/BIT/DOOR LOCK
					101000-550300	28.75	FILTERS/OIL
					100000-590213	14.53	NUTS/BOLTS
					205000-530210	7.49	36" BELT
					550000-590915	6.00	BATTERY
					101000-530300	29.67	GORILLA TAPE/DUCT TAPE/PAD
					206000-530130	10.78	DOOR LOCK/KEY
					205000-550300	8.08	STEEL WOOL
					203090-530210	5.39	DUCT TAPE
					200100-530300	8.99	LOCK
					202010-535125	35.98	PROPANE TANKS TOURNAMENT
					101000-530300	16.99	HAMMER
					204000-550300	17.51	CAULK/WASHERS
					203090-530210	39.30	PRY BAR/COUPLING
					<u>TOTAL VENDOR:</u>	300.28	
54285	MC BUILDING INC.	21305		VO111701	940000-680268	96,785.50	MARYKNOLL PROJECT
54399	MAGIC OF GARY KANTOR	21336		VO111701	202020-525310	81.00	FALL CLASS
54790	MARTIN IMPLEMENT SALES, INC.	21324	15514	VO111701	101000-530210	175.40	FUEL FILTER/STROBE TUBE
55350	MCCANN INDUSTRIES INC	21312	01292859	VO111701	202010-535120	107.22	FIELD PAINT
56599	MENARDS	21316	22301/2744	VO111701	206000-530110	69.98	TARP SPLASHPAD
					940000-510990	55.79	LED BULBS
		21322	26756/611	VO111701	101000-550301	69.64	BOARDS FOR ICE RINK

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
		21323	26277	VO111701	300000-510700	211.15	BRACKETS/SCREWS/BUSHINGS
					<u>TOTAL VENDOR:</u>	406.56	
59070	NANCY J. MORRIS	21340	265	VO111701	200000-520750	3,750.00	WINTER BROCHURE DESIGN FEES
					200000-520650	750.00	LOGO DESIGN FEE
					200000-680201	750.00	LOGO DESIGN FEE
					<u>TOTAL VENDOR:</u>	5,250.00	
63303	OFFICE DEPOT	21318	5853735610	VO111701	100000-530100	48.90	REPORT BINDERS
					200000-530100	48.90	REPORT BINDERS
					200100-530100	13.98	STORAGE BOXES
					<u>TOTAL VENDOR:</u>	111.78	
66897	PPKS ARCHITECTS LTD	21326	2010425	VO111701	940000-680268	400.00	PAYMENT #3 MARYKNOLL PROJECT
68768	PAETEC	21315		VO111701	200100-660300	548.45	11/10 FACILITY PHONES
73930	REINDEERS, INC.	21345	1363000	VO111701	101000-530210	131.91	WIRING HARNESS SNOW THROWERS
74009	RENTAL MAX	21325	0816240208	VO111701	940000-680268	194.70	BOBCAT RENTAL
74578	RITE-WAY	21304		VO111701	101000-590220	490.00	REPAIR WINDOWS BOATHOUSE
74869	ROBBINS, SALMON & PATT, LTD.	21311	143365	VO111701	100000-520100	1,188.00	SAFETY VILLAGE LEGAL FEES
77320	JUDY SCHIER	21342		VO111701	202050-535610	155.58	FIELD TRIP FEE/CRAFTS/SUPPLIES
78125	SERVICE SANITATIONS	21300	6609774	VO111701	202010-535120	105.16	PORT O LET RENTAL
					202010-535127	105.15	PORT O LET RENTAL
		21327	6609680	VO111701	202010-525161	210.31	PORT O LET RENTAL FEES
		21338		VO111701	101000-520600	331.24	PARK PORT O LET RENTALS
					<u>TOTAL VENDOR:</u>	751.86	
80752	SPORTS ENDEAVORS INC	21299	9288	VO111701	202010-525230	1,221.00	FALL CLASSES
81118	STAPLES ADVANTAGE	21313	802192889	VO111701	100000-530100	1,127.85	SHREDDER
					200000-530100	1,127.86	SHREDDER

VENDOR NUMBER	NAME	VOUCHER NUMBER	INVOICE NUMBER	BATCH NUMBER	BUDGET G/L NUMBER	AMOUNT	DESCRIPTION
		21319		VO111701	200000-530100	64.44	MESH CHAIR
					200000-540100	64.44	MESH CHAIR
					100000-530100	30.48	USB DRIVES
					200000-530100	30.48	USB DRIVES
				<u>TOTAL VENDOR:</u>		2,445.55	
82050	SUBURBAN DOOR CHECK & LOCK	21306	417075	VO111701	550000-590915	1,690.00	INSTALL SWIPE LOCKS
82480	KELLY SWARTZ	21301		VO111701	202010-525125	480.00	SOCCER TOURNAMENT FEE
83498	MIKE SORENSON	21295	GE1110141	VO111501	101000-520600	160.00	REPAIR TEAK BENCH
83781	TERRACE SUPPLY COMPANY	21351	908473	VO111701	203090-530600	31.00	CO2 TANK RENTAL FEE
83785	TESTING SERVICE CORPORATION	21330	85671	VO111701	940000-680210	1,375.00	GEOGRAPHICAL REPORT BOARDWALK
85050	DEBBIE TRAVERS	21310		VO111701	202050-535610	47.98	PRINTER INK
89920	MICHAEL F. VENTRELLA LLC	21341	deposit	VO111701	200100-520600	275.00	APPEARANCE FEE
90330	VILLAGE OF GLEN ELLYN	21331	08.15/09.0	VO111701	940000-680210	58.00	CHURCHILL ENGINEERING FEES
					940000-680200	29.00	WETLAND ENGINEERING FEES
		21352	5/11-9/11	VO112101	203090-660400	46,056.80	5/11-9/11 WATER
				<u>TOTAL VENDOR:</u>		46,143.80	
90365	VOYAGER ENTERPRISES INC.	21321	67327	VO111701	200000-520750	2,240.00	WINTER BROCHURE DELIVERY FEES
92935	KATHERINE WENDLAND	21335	8/11&9/11	VO111701	200000-590270	68.27	8/11 & 9/11 MILEAGE
94685	WISS, JANNEY, ELSTNER ASSOCIAT	21297	0220170	VO111501	940000-680200	7,150.00	ASFC ROOF LEAKAGE SERVICES

20.

SUMMARY BY FUND:

CORPORATE	6,616.48
RECREATION	69,446.93
POLICE	2,736.32
SPECIAL RECREATION	9,986.00
CAPITAL PROJECTS	94,554.99

GRAND TOTAL: 183,340.72

TOTAL PAGES: 6

To the Executive Director:

The payment of the above listed accounts has been approved by the Board of Commissioners at their meeting held on NOVEMBER 29, 2011 and you are hereby authorized to pay them from the appropriate funds.

(Treasurer)

(Secretary)

21.

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting Minutes
October 18, 2011
185 Spring Avenue**

Call to Order

President Creech called the Meeting to order at 7:00 p.m.

Roll Call of Commissioners

Upon roll call those answering present were Commissioners Kinzler, Mayo, Dunn and President Creech. Commissioner Aubrey arrived at 7:01 p.m. Commissioner Nephew arrived at 7:02 p.m. Commissioner Cornell arrived at 7:10 p.m.

Staff members present were Director Harris, Superintendent of Parks Scarmardo, Superintendent of Recreation Esposito, Superintendent of Finance & Personnel Cinquegrani, Communication & Marketing Supervisor Talenco, Assistant Superintendent of Recreation Defiglia, and Executive Assistant Wendland.

Pledge of Allegiance

President Creech led the Pledge of Allegiance.

Changes to the Agenda

None.

Consent Agenda

Commissioner Kinzler moved, seconded by Commissioner Dunn to approve the Consent Agenda.

*Roll Call: Aye: Commissioners Kinzler, Dunn, Aubrey, Nephew, Mayo, and President Creech.
Nay: None.*

Motion Carried.

Public Participation

None.

Unfinished Business

Maryknoll Ponds

Superintendent Scarmardo addressed the Board regarding the meeting that was held at Maryknoll Park, to address the shoreline restoration, and completing most of the work in-house.

Renae Frigo, part-time naturalist for the Park District addressed the Board and explained the work that would be completed and the type of plants that would be included, and that some of the work would be able to be done in the fall.

Commissioner Nephew moved, seconded by Commissioner Kinzler, to direct staff to continue with the restoration of the Maryknoll ponds, as listed on page 34 of the Board Packet.

Roll Call: Aye: Commissioners Nephew, Kinzler, Cornell, Mayo, Dunn, and President Creech.
Nay: None.
Abstain: Commissioner Aubrey.

Motion Carried.

2011 Tax Levy

Superintendent Cinquegrani addressed the Board about the new Resolution regarding the Tax Levy, he stated that this is something counsel recommended the Park District doing.

Superintendent Cinquegrani explained the 6% aggregate tax levy that will be placed on file.

Roll Call: Aye: Commissioners Dunn, Kinzler, Aubrey, Cornell, Nephew, Mayo, and President Creech.
Nay: None.

Motion Carried.

2012 Proposed Budget

Director Harris thanked the Board for coming in and meeting with staff to discuss the proposed 2012 budget.

Superintendent Cinquegrani explained the updated budget sheets for capital projects, cash-in-lieu, and the fund balance recap report.

The Board discussed salaries, conference and Commissioners expense, legal fees, they also discussed the parks budget.

New Business

Approve Resolution 11-08 Designating Bank Depositories and Resolution 11-09 Authorizing Signatures on Checks

Commissioner Nephew moved, seconded by Commissioner Dunn to approve Resolution 11-08 Designating Bank Depositories and Resolution 11-09 Authorizing Signatures on Checks.

Roll Call: Aye: Commissioners Nephew, Dunn, Aubrey, Cornell, Kinzler, Mayo, and President Creech.
Nay: None.

Motion Carried.

Maryknoll Safety and Recreation Center Pay Request #3

Superintendent Scarmardo addressed the Board regarding what has been completed at the paddle hut, and stated that the building may not be completed by the first of November.

Commissioner Dunn moved, seconded by Commissioner Mayo, to approve change order #3 and, MC Building, Inc's. third pay request in the amount of \$42,415.20, and releasing the check for the Maryknoll Safety and Recreation Center.

*Roll Call: Aye: Commissioners Dunn, Mayo, Aubrey, Nephew, Kinzler, President Creech.
Nay: Commissioner Cornell.*

Motion Carried.

Lake Foxcroft Park

Commissioners Cornell and Aubrey presented a report on collaborating with the College of DuPage for landscape improvements at Lake Foxcroft Park.

The Board agreed that this was a great partnership, but they would like to see additional information on the internship program.

Matters from Staff

Superintendent Esposito let the Board know that Recreation Supervisor Brenden Berry would be getting married at the end of the week.

Communications & Marketing Supervisor Talenco updated the Board on the progress of the Board Blog.

Superintendent Scarmardo informed the Board that the pool had its inspection today for compliance with the VGB law, and the pool passed the inspection.

Director Harris provided the Board with a memo regarding the installation of ADA pathways at Maryknoll Park. He explained that this will allow greater access to the park, the project would not exceed \$5,000, and ADA money could be used for the project.

The Board agreed to use the ADA funds for the two asphalt paths, but suggested researching other materials that are permeable.

Matters from Commissioners

Commissioner Kinzler addressed the Board regarding the meeting with that was held with School District #87 regarding field #2 at Village Green.

He explained the recommendation to provide adequate irrigation for the field, and the cost should not exceed \$15,000, and in return District #87 will perform all other improvements on the field.

The Board agreed in concept to repair the irrigation of Village Green field #2, not to exceed \$15,000, in return High School District #87 will make all field improvements.

Commissioner Dunn thanked staff for their work on the blog.

Commissioner Cornell thanked Renae for meeting with her, and Commissioner Aubrey.

Commissioner Nephew reminded the Board that "Boo Bash" will be taking place this weekend at Lake Ellyn.

Commissioner Creech informed the Board about the well attended Family Hayride that took place on October 14th at the Danada Equestrian Center, and that over 50 families attended.

Adjourn to Executive Session

At 9:12 p.m. Commissioner Dunn moved, seconded by Commissioner Nephew to convene into executive session under Section 2 (c) 11 of the Open Meetings Act for the purpose of discussion of pending litigation, or probable and imminent litigation which shall be specifically identified in the executive session minutes.

Roll Call: Aye: Commissioners Dunn, Nephew, Aubrey, Cornell, Kinzler, Mayo, and President Creech.

Nay: None.

Motion Carried.

Reconvene the Regular Meeting

The Regular Meeting reconvened at 10:44 p.m.

Adjourn

There being no further business Commissioner Nephew moved, seconded by Commissioner Kinzler, to adjourn the Regular Meeting at 10:45 p.m.

Respectfully submitted,

Katherine Wendland
Board Secretary

**Glen Ellyn Park District
Board of Commissioners
Special Meeting Minutes
November 15, 2011
185 Spring Avenue**

Call to Order

President Creech called the Meeting to order at 7:00 p.m.

Roll Call of Commissioners

Upon roll call those answering present were Commissioners Aubrey, Kinzler, Mayo, Dunn, and President Creech. Commissioners Nephew and Cornell were absent.

Staff members present were Director Harris, Superintendent of Parks Scarmardo, Superintendent of Recreation Esposito, Superintendent of Finance & Personnel Cinquegrani, Communication & Marketing Supervisor Talenco, Assistant Superintendent of Recreation Defiglia, Executive Assistant Wendland, and Facility Manager Kroger.

Truth and Taxation Hearing for the 2011 Tax Levy

President Creech opened the Truth and Taxation hearing for the 2011 tax levy, for comments from the public.

There being no comments from the public Commissioner Dunn moved, seconded by Commissioner Kinzler, to close the truth and taxation hearing for the 2011 tax levy.

*Roll Call: Aye: Commissioners Dunn, Kinzler, Aubrey, Mayo, and President Creech.
Nay: None.*

Motion Carried.

Approve 2011 Tax Levy – Ordinance 11-05

Commissioner Dunn moved, seconded by Commissioner Kinzler to approve ordinance number 11-05 an ordinance for the levy and assessment of taxes for the year 2011.

*Roll Call: Aye: Commissioners Dunn, Kinzler, Aubrey, Mayo, and President Creech.
Nay: None.*

Motion Carried.

Adjourn

There being no further business at 7:06 p.m. Commissioner Mayo moved, seconded by Commissioner Dunn to adjourn to the Workshop Meeting.

Motion Carried.

Respectfully submitted,

Katherine Wendland
Board Secretary

**Glen Ellyn Park District
Board of Commissioners
Workshop Meeting Minutes
November 15, 2011
185 Spring Avenue**

Call to Order

President Creech called the Meeting to order at 7:07 p.m.

Roll Call of Commissioners

Upon roll call those answering present were Commissioners Aubrey, Kinzler, Mayo, Dunn, and President Creech. Commissioner Nephew arrived at 7:08 p.m. Commissioner Cornell arrived at 7:16 p.m.

Staff members present were Director Harris, Superintendent of Parks Scarmardo, Superintendent of Recreation Esposito, Superintendent of Finance & Personnel Cinquegrani, Communication & Marketing Supervisor Talenco, Assistant Superintendent of Recreation Defiglia, Executive Assistant Wendland, and Facility Manager Kroger.

Pledge of Allegiance

President Creech led the Pledge of Allegiance.

Changes to the Agenda

President Creech announced that item nine on the Agenda will be removed.

Public Participation

None.

Voucher List of Bills Totaling \$328,842.63

Commissioner Mayo moved, seconded by Commissioner Dunn to approve the voucher list of bills totaling \$321,692.63 reflecting the adjustment for the reduction of the check request to Wiss, Janney, Elstner, Associates Inc. in the amount of \$7,150.

Roll Call: Aye: Commissioners Mayo, Dunn, Aubrey, Nephew, Kinzler, and President Creech.

Nay: None.

Motion Carried.

Appoint Delegate to Annual IAPD Meeting

Director Harris explained to the Board that the Board needed to appoint a delegate to the annual IAPD meeting.

The Board of Commissioners appointed Executive Director Harris as the delegate to attend the Annual IAPD Meeting in January.

2012 Proposed Board Meeting Schedule

The Board reviewed the 2012 Proposed Board Meeting Schedule and placed it on the November 29th Consent Agenda.

Proposed 2012 Budget and Appropriation Ordinance 11-06

Superintendent Cinquegrani explained to the Board that this was only a draft of the 2012 Budget and Appropriation Ordinance, and was looking for direction from the Board to place the tentative draft on file.

Commissioner Dunn moved, seconded by Commissioner Kinzler, to place on file a tentative draft of the 2012 Budget and Appropriation Ordinance.

Roll Call: Aye: Commissioners Dunn, Kinzler, Aubrey, Cornell, Nephew, Mayo, and President Creech.

Nay: None.

Motion Carried.

2012 Proposed Budget

Superintendent Esposito presented the Recreation Fund to Board.

The Board discussed the scholarship fund and the approximate amount of requests received.

The Board also discussed projected revenues for the 2012 budget, along with cutting staff conferences and continuing education line items.

Facility Manager Kroger presented the Board the Ackerman Sports and Fitness Center budget.

The Board had a lengthy discussion regarding ways to increase the revenue brought in by the Ackerman Sports and Fitness Center.

Matters from Staff

Director Harris announced that Facility Manager Dan Kroger received the Illinois Parks and Recreation Associations, Community Center Manager of the Year award.

Matters from Commissioners

Commissioner Aubrey informed the Board about Shop with a Cop that will take place December 3rd, at Ackerman Sports and Fitness Center, and that additional asphalt has been placed at the front entrance of Churchill Park.

Commissioner Cornell updated the Board about having an intern from the College of DuPage, she explained that a vast majority of internships are paid, and the intern generally receives \$10 per hour, and the College of DuPage students need 288 hours for their internship.

Commissioner Nephew let the Board and staff know what a wonderful time she had at “Boo Bash” and how great it was to see staff dressed up in their costumes.

Commissioner Dunn thanked staff for the tour of the new paddle building, and also for helping Bridge Communities with Sleep out Saturday night.

Commissioner Mayo thanked Director Harris and Superintendent Esposito for meeting with him to discuss how programs for the Park District are priced.

Commissioner Kinzler congratulated the Golden Eagles teams who made it to the Super Bowl.

President Creech let the staff and Board know how wonderful the ice skating lessons have been that her family takes at Center Ice.

Adjourn to Executive Session

At 9: 43 p.m. Commissioner Dunn moved, seconded by Commissioner Kinzler, to convene into executive session under Section 2 (c) 1 of the Open Meetings Act for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the district, and Section 2 (c) 11 of the Open Meetings Act for the purpose of discussion of pending litigation, or probable and imminent litigation which shall be specifically identified in the executive session minutes.

Roll Call: Aye: Commissioners Dunn, Kinzler, Aubrey, Cornell, Nephew, Mayo, and President Creech.

Nay: None.

Motion Carried.

Reconvene Workshop Meeting

The Workshop Meeting reconvened at 11:05 p.m.

Adjourn

There being no further business Commissioner Kinzler moved, seconded by Commissioner Dunn to adjourn the Workshop Meeting at 11:05 p.m.

Motion Carried.

Respectfully submitted,

Katherine Wendland
Board Secretary

**2012 Board of Commissioners
Meeting Schedule**

In accordance with the Illinois Open Meetings Act, "5 ILCS 120/11" public notice is hereby given that otherwise noted, the Workshop Meetings of the Board of Commissioners of the Glen Ellyn Park District shall be held the first Tuesday of each month; and the Regular Meetings shall be held on the third Tuesday of the month for 2012 calendar year. These meetings will be held at the Spring Avenue Recreation Center, 185 Spring Avenue, Glen Ellyn, Illinois, and shall begin at 7:00 p.m. The meeting schedule is as follows:

Workshop Meeting

January 10, 2012*
February 7, 2012
March 6, 2012
April 10, 2012*
May 1, 2012
June 5, 2012

Regular Meeting

January 24, 2012*
February 21, 2012
March 20, 2012
April 24, 2012*
May 15, 2012
June 19, 2012
July 17, 2012*
(Workshop Meeting & Regular Meeting)

August 7, 2012
September 4, 2012
October 2, 2012
November 6, 2012
December 4, 2012

August 21, 2012
September 18, 2012
October 16, 2012
November 20, 2012
December 18, 2012

* Denotes deviation in regular schedule.



November 22, 2011

MEMO

TO: Board of Commissioners
FROM: Dave Harris, Executive Director
RE: 2012 Proposed Budget

Discussion regarding the proposed 2012 Glen Ellyn Park District budget will continue. Previously, the “Capital Projects” and the “Corporate” and “Recreation” funds have been reviewed. At the November 29th Board meeting, staff will present the small funds including “Police”, Paving and Light”, “IMRF/Social Security”, “Debt Service”, “Liability Insurance”, “Special Recreation”, “Audit”, “Working cash” and “Cash in Lieu of Land.”

Please be sure to bring your budget information to the meeting.

Following the presentation, staff will be available for questions and comments.

Please note at the December 6th Board meeting, staff will provide revisions to the recreation budget reflecting Board input while also reviewing the “Capital Projects” fund one last time.



Memo

TO: Board of Commissioners
FROM: Kathleen Talenco, Marketing & Communications Supervisor
CC: Dave Harris, Executive Director
 Kathleen Esposito, Superintendent of Recreation
DATE: November 22, 2011
RE: Transparency Initiative Update

Pursuant to board direction during the August 2, 2011 Workshop Meeting, staff researched purchasing additional audio/visual equipment that would allow public presentations to be included in live Webstreaming and on-demand video of board meetings. Following are updated equipment and operating lists, including costs, to accommodate presentations:

Capital Purchase

- Video Equipment:
 - Sony EVID100 camera: \$1,155
 - 19" flat screen monitor: \$330
 - Edirol VR5 AV Mixer/Recorder for Live Streaming: \$5,600
 - Elmo TT-2RX Document Camera: \$715
 - Da-Lite 50"h x 67" w (84" diagonal) wall-mounted pull-down screen: \$715
 - Cables, electrical transformer, miscellaneous: \$800
 - Installation: \$2,000
- Several items, such as audio equipment, a laptop computer, projector and DVD player, are already owned by the park district and in good working order, so they will be incorporated into the set-up with no additional purchase costs. 0

Total Cost **\$11,315**

Annual Operating Expenses

Streaming service provided by Granicus
 Monthly cost **\$400-\$500**

- Open Platform (starter package) features include:
- Live and On-demand Video Streaming
 - Post production video indexing at the click of a button
 - Unlimited Storage and Hosting
 - Unlimited Meeting Bodies
 - Unlimited Retention Schedules
 - Share videos to the social grid
 - H.264 compatibility (making videos accessible on mobile devices)
 - Includes encoding hardware (but not cameras, microphones, etc)

Annual Cost (estimated) **\$4,800-\$6,000**

In order to meet the January projected start-up time, staff recommends purchasing the equipment and engaging Granicus to provide the Webcasting in the new year. All incurred expenses will be in the 2012 budget.

Staff will be available for questions and comments.



MEMO

November 22, 2011

TO: Park District Board of Commissioners
FROM: Nicholas Cinquegrani, Superintendent of Finance & Personnel
CC: David Harris, Executive Director
RE: Illinois Institutional Investors Trust Resolution

Please find attached a resolution approving a declaration of trust for the Illinois Institutional Investors Trust (IIIT). The IIIT and the Illinois Park District Liquid Asset Fund (IPDLAF) are merging in hopes of providing better rates of return for investors by lower total operating expenditures, lower management fees, and an increased flexibility in managing the funds.

The Park District has invested in the IPDLAF for several years. In order to maintain participation in this investment, the Park District must adopt the attached resolution.

Motion

Motion to approve resolution 11-12 "Resolution to Join Illinois Institutional Investors Trust."



Date: November 4, 2011

To: Illinois Park District Liquid Asset Fund Plus ("IPDLAF+") Participants

Re: Approval of IIIT resolution at your November or December Board meeting

Following up on our previous mailing dated October 12, 2011 regarding the 'Agreement and Plan of Reorganization' ("Merger"), I am writing to inform you that the Merger of IPDLAF+ and the Illinois Institutional Investors Trust ("IIIT") is progressing. Thank you to those participants that sent in your proxy vote.

The IPDLAF+ Board of Trustees ("the Board") continues to believe that the Merger is in the best interests of the IPDLAF+ participants.

Prior to the closing of the Merger, IPDLAF+ participants must adopt a resolution to join IIIT in order to maintain participation in the IPDLAF+ Class. The shares of the IPDLAF+ Class of the IIIT Portfolio to be issued in the Merger have substantially the same rights and privileges as your current IPDLAF+'s shares.

A copy of the **IIIT resolution** is included in this mailing. An electronic copy of the resolution is posted on the www.ipdlaf.org website.

The IIIT resolution references Exhibit A, the **IIIT Declaration of Trust**, which is also included in this mailing. It is also available on the www.ipdlaf.org website.

IPDLAF+ and the IIIT Portfolio are each rated AAAM by Standard & Poor's as of this date, and it is not expected that the Merger will impact the ability to retain this rating.

The Merger has been proposed because it is anticipated that participants of IPDLAF+ will benefit from lower overall fees that will be incurred by IIIT and from cost efficiencies resulting from the combination of IPDLAF+ with the IIIT Portfolio. The Board has determined that the Merger is in the best interests of IPDLAF+. Similarly, the IIIT Board determined that the Merger is in the best interests of the IIIT Portfolio.

The Illinois Association of Park Districts ("IAPD") and Illinois Park and Recreation Association ("IPRA") will continue as Sponsors of the IPDLAF+ Class and sponsorship fees for such services will be paid from the IPDLAF+ Class.

Please present the IIIT resolution to your Board for approval at your November or December Board meetings. Please then mail the original signed copy of the IIIT resolution to the address on the next page. We have also included a self-addressed stamped envelop for your convenience.

Please mail your Board approved resolution to:

IPDLAF+
Attn: Ms. Carole A. Hofmann
c/o PFM Asset Management LLC
222 North LaSalle, Suite 910
Chicago, Illinois 6060

If you have any questions, please contact the below representatives:

Jeff Schroeder
IPDLAF+ / PFM Asset Management LLC
Senior Managing Consultant
312-523-2423
schroederj@pfm.com

Michelle Nemchik
IPDLAF+ / PFM Asset Management LLC
Consultant
312-523-2428
nemchikm@pfm.com

Don Jessen
IPDLAF+ / PFM Asset Management LLC
Senior Marketing Representative
630-361-2313
jessend@pfm.com

Sincerely,

Carole A. Hofmann
Secretary of IPDLAF+
Finance Director of the DuPage County Forest Preserve District

**RESOLUTION TO JOIN
ILLINOIS INSTITUTIONAL INVESTORS TRUST**

RESOLUTION NO 11-12

**A RESOLUTION APPROVING THE DECLARATION OF TRUST OF THE
ILLINOIS INSTITUTIONAL INVESTORS TRUST AND AUTHORIZING THE EXECUTION THEREOF,
AND AUTHORIZING CERTAIN OFFICIALS TO ACT ON BEHALF
OF THE GLEN ELLYN PARK DISTRICT**

WHEREAS, this Board of Commissioners (the "Governing Board") of the Glen Ellyn Park District (the "Agency") has been presented with and reviewed an agreement in substantially the form attached hereto as Exhibit A, entitled Declaration of Trust, dated October 18, 2002 (the "Declaration of Trust"); and

WHEREAS, the Declaration of Trust creates a common law trust (the "Fund") to provide an instrumentality and agency through which public agencies organized under the laws of the State of Illinois may jointly act, agree, and cooperate in accordance with the laws of the State of Illinois in the performance of their responsibilities to invest available funds so as to enhance their investment opportunities pursuant to an investment program conducted in accordance with the laws of the State of Illinois, from time to time in effect, governing the investment of the funds of public agencies; and

WHEREAS, this Governing Board of the Agency has also been presented with and reviewed the Information Statement providing detailed information about the investment objectives, organization, structure, and operation of the Fund and its investment opportunities; and

WHEREAS the Agency is a public agency and unit of local government within the meaning of Section 10 of Article VII of the 1970 Constitution of the State of Illinois (the "Illinois Constitution"), the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, and the Public Funds Investment Act, 30 ILCS 235/0.01, *et seq.*, and is authorized to enter into intergovernmental agreements, including the Declaration of Trust, pursuant to, *inter alia*, the provisions of Section 10, Article VII of the Illinois Constitution, the Intergovernmental Cooperation Act, and the Public Funds Investment Act; and

WHEREAS, the Agency does hereby find that by entering into the Declaration of Trust and becoming a Participant (as such term is defined in Section 1.4 of the Declaration of Trust) in the Fund, it shall be better able to perform its responsibility to invest its funds in accordance with the laws of the State of Illinois; and

WHEREAS, the Agency does hereby find and declare that it is in the best interest of the residents of the Agency that the Agency enter into the Declaration of Trust, become a Participant of the Fund, and use the Fund's services from time to time at the discretion of the Treasurer [and/or other authorized official];

NOW THEREFORE BE IT RESOLVED by the Governing Board of the Agency, DuPage County, Illinois, as follows:

Section 1. The facts and statements contained in the preamble to this Resolution are hereby found to be true and correct and are hereby adopted as part of this Resolution.

Section 2. The terms and conditions of the Declaration of Trust in substantially the form attached hereto as Exhibit A, are hereby approved, and the Agency is hereby authorized to become a Participant in the Fund. The persons listed below are authorized to execute said Declaration of Trust and enter into the Intergovernmental Agreement, and said persons are duly authorized present incumbents of said offices; and actual samples of their respective signatures are listed below:

_____	_____	_____
Print Name	Title	Signature
_____	_____	_____
Print Name	Title	Signature

36.

Section 3. The Agency is hereby authorized to invest its available funds from time to time and to withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust. The following authorized official(s) of the Agency is/are hereby authorized to act on behalf of the Agency with respect to the funds of the Agency, and to carry out the duties and responsibilities of the Agency in connection with its participation in the Fund pursuant to the terms of the Declaration of Trust, including effectuating the investment and withdrawal of funds of the Agency.

_____	_____	_____
Print Name	Title	Signature
_____	_____	_____
Print Name	Title	Signature
_____	_____	_____
Print Name	Title	Signature
_____	_____	_____
Print Name	Title	Signature

Section 4. This Resolution shall take effect from and after its passage and approval as provided by law.

Signature of Official designated in Section 2

Print Name

Title

Agency

Attest:

I hereby certify that the foregoing is a full, true and complete transcript of a Resolution was adopted at the meeting held on _____, 20_____.

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

I do further certify that such Resolution is in full force and effect as of the date hereof, and that such Resolution has not been modified, amended, or rescinded since its adoption.

[clerk or secretary]

date

[seal]

RESOLUTION 11-13

DESIGNATING BANK DEPOSITORIES

WHEREAS, pursuant to the terms of the Park District Code, Section 8-8, Chapter 105, Illinois Revised Statutes, it is required that a designation be made of a bank or banks or other depository in which the funds and monies in the custody of Julia Nephew, as Treasurer, may be deposited.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Glen Ellyn Park District, Glen Ellyn, Illinois, that COMMUNITY BANK OF WHEATON/GLEN ELLYN, Glen Ellyn, Illinois, U.S. BANK, Glen Ellyn, Illinois, BRIDGEVIEW BANK, Woodridge, Illinois, WHEATON BANK AND TRUST, Wheaton, Illinois, HARRIS BANK, Glen Ellyn, Illinois, GLEN ELLYN BANK AND TRUST, Glen Ellyn, Illinois, and the ILLINOIS METROPOLITAN INVESTMENT FUND, Oak Brook, Illinois, ILLINOIS INSITUTIONAL INVESTORS TRUST, Chicago, Illinois, or such other banks as shall be the designated depository of fund of the Public Treasurer's Investment Pool, administered by the Illinois State Treasurer, and the Illinois Park District Liquid Asset Fund, are hereby designated depositories in which the funds and monies of the Glen Ellyn Park District in the custody of Julia Nephew, as Treasurer, may be deposited.

BE IT FURTHER RESOLVED, that each of said banks herein designated as depositories shall not be qualified to receive such funds or monies until it has furnished the Glen Ellyn Park District with copies of the last two sworn statements of resources and liabilities, which such banks are required to furnish to the Director of Financial Institutions, or the Comptroller of Currency; and

BE IT FURTHER RESOLVED, that each said banks designated as depositories for such funds or monies, while acting as such depositories shall furnish the Glen Ellyn Park District with copies of all statements of resources and liabilities which banks are required to furnish to the Director of Financial Institutions, or the Comptroller of Currency; and

BE IT FURTHER RESOLVED, that if such funds or monies are deposited in any bank herein designated as a depository, the amounts of such deposits in any given bank shall not exceed 75% of the capital stock and surplus of any such bank, and the Treasurer shall not be discharged from responsibility for any such funds or monies deposited in said banks in excess of such limitations; and

BE IT FURTHER RESOLVED, that said depositories mentioned herein have furnished the Glen Ellyn Park District with copies of the past two sworn statements of resources and liabilities as furnished to the Director of Financial Institutions or the Comptroller of Currency, which statements are approved and accepted.

PASSED AND APPROVED this 29th day of November, 2011.

ATTESTED:

Secretary, Board of Commissioners
Glen Ellyn Park District

President, Board of Commissioners
Glen Ellyn Park District

(SEAL)

38.

RESOLUTION 11-14

AUTHORIZING SIGNATURES ON CHECKS

WHEREAS, the **COMMUNITY BANK OF WHEATON/GLEN ELLYN**, Glen Ellyn, Illinois, U.S. **BANK**, Glen Ellyn, Illinois, **BRIDGEVIEW BANK**, Woodridge, Illinois, **ILLINOIS INSTITUTIONAL INVESTORS TRUST**, Chicago, Illinois, **WHEATON BANK AND TRUST**, Wheaton, Illinois, **HARRIS BANK**, Glen Ellyn, Illinois, Illinois Metropolitan Investment Fund, Oak Brook, Illinois, and **GLEN ELLYN BANK AND TRUST**, Glen Ellyn, Illinois, has heretofore been designated as depositories of the funds of the Glen Ellyn Park District.

NOW THEREFORE, BE IT RESOLVED, that the President and Treasurer be authorized to sign checks or other orders for the payment of money against funds on deposit in accounts in said depositories and that such checks or other orders for payment of money be countersigned by the Executive Director; and

BE IT FURTHER RESOLVED THAT the Superintendent of Finance & Personnel is authorized to sign on these accounts for the purpose of making balance inquiries and fund transfers only; and

BE IT FURTHER RESOLVED THAT in the absence of the regularly appointed Treasurer, Executive Director, the President is authorized to appoint a pro tempore, any one of the other Commissioners as Acting Treasurer, or Acting Executive Director with power to sign warrants; and

BE IT FURTHER RESOLVED THAT the Secretary execute a Resolution to this effect in the form usually and customarily required by said banks for this purpose.

PASSED AND APPROVED this 29th day of November, 2011.

ATTESTED:

Secretary, Board of Commissioners
Glen Ellyn Park District

(SEAL)

President, Board of Commissioners
Glen Ellyn Park District



November 15, 2011

BOARD SUMMARY

TO: Board of Commissioners
FROM: Dave Scarmardo, Superintendent of Parks & Planning
RE: Maryknoll Paddle Hut Final Pay Request #4
CC: Dave Harris, Executive Director
Kathleen Esposito, Superintendent of Recreation
Mary Defiglia, Assistant Superintendent of Recreation

Discussion

Staff along with Craig Pride (PPK Architects) has reviewed final payment application #4 totaling \$96,785.50 and find it acceptable, as well as agree with the project being 100 percent completed. The new adjusted contract sum of all change orders is \$245,488.00. Please refer to the attached change order #4 adjusted final contract amount, application and certificate for payment for the Boards perusal. The GEPTC has funded all of the change order additions to date. The architect along with staff will prepare the punch list for the general contractor. All punch listed items will be addressed within a timely manner by the general contractor.

Recommendation

Staff recommends approving change order #4, and releasing MC Building, Inc's. fourth and final pay request in the amount of \$96,785.50.



AIA Document G702™ - 1992

Application and Certificate for Payment

TO OWNER: Glen Ellyn Park District
185 Spring Road
Glen Ellyn, IL 60137

PROJECT: Glen Ellyn Park District- Safety Village
Maryknoll Park
Glen Ellyn, IL

APPLICATION NO: 004 - Final
PERIOD TO: November 20, 2011
CONTRACT FOR: General Construction
CONTRACT DATE:
PROJECT NOS: 2008-064 / /

FROM: MC Builders
CONTRACTOR: 7023 Grant Street
Darien, IL 60561

VIA ARCHITECT: PPKS Architects Ltd.
444 Main Street, Glen Ellyn, IL 60137

Distribution to:
OWNER: X
ARCHITECT: X
CONTRACTOR: X
FIELD:
OTHER:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 245,400.00
- 2. NET CHANGE BY CHANGE ORDERS \$ 88.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 245,488.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 245,488.00

5. RETAINAGE:

- a. 0 % of Completed Work (Column D + E on G703) \$ 0.00
- b. 0 % of Stored Material (Column F on G703) \$ 0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00

- 6. TOTAL EARNED LESS RETAINAGE \$ 245,488.00
(Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 148,702.50
(Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$ 96,785.50

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) \$ 0.00

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	16,500.00	\$ 22,559.00
Total approved this Month	\$	6,147.00	\$ 0.00
TOTALS	\$	22,647.00	\$ 22,559.00
NET CHANGES by Change Order	\$		88.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: _____ Date: _____

State of: _____

County of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public:

My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 96,785.50
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____

By: _____

Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

42



November 22, 2011

MEMO

TO: Board of Commissioners
FROM: Dave Harris, Executive Director
RE: Use of Park District Vehicles

Attached you will find a redline version of the Personnel Policy section 8.21 Use of District Vehicles, Equipment and Facilities. Per the direction of the Board of Commissioners 'Section C' is being removed from the Policy Manual.

Staff is will be available for questions and comments.

Motion: Move to approve ordinance number 11-07, an ordinance amending the policy manual of the Glen Ellyn Park District.

**ORDINANCE NO. 11-07
GLEN ELLYN PARK DISTRICT**

**AN ORDINANCE AMENDING THE
POLICY MANUAL OF THE GLEN ELLYN PARK DISTRICT**

WHEREAS, the Glen Ellyn Park District, DuPage County, Illinois (the "Park District"), is a duly organized and existing Park District created under the provisions 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 District Code"); and

WHEREAS, the Park District Board of Park Commissioners (the "Park Board") previously adopted the Glen Ellyn Park District Policy Manual (the "Manual") pursuant to authority granted to it by the Park Code, 70 ILCS 1205/8-1(d); and

WHEREAS, the Park Board periodically reviews the policies contained in the Manual and revises or amends said policies from time to time as it deems appropriate in accordance with Section 7.00 of the Introductory Provisions of the Manual and the Park Code; and

WHEREAS, the Park Board has determined that modification of Chapter III, Section 8.21 of the Manual, pertaining to the use of Park District vehicles, equipment and facilities is in the best interests of the Park District.

NOW, THEREFORE, Be it ordained by the Board of Park Commissioners of the Glen Ellyn Park District, DuPage County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Park Board hereby finds that the recitals contained in the preambles to this Ordinance are true, correct, and complete and does incorporate them into this Ordinance by this reference.

Section 2. Amendment to Chapter III, Section 8.21. Chapter III, Section 8.21, titled, "Use of District Vehicles, Equipment and Facilities," is hereby amended as follows:

8.21 Use of District Vehicle, Equipment and Facilities

- A. District vehicles, equipment, tools, and supplies are to be used for Park District business only and shall not be used for private or unauthorized purposes. Employees shall be responsible for the care and conservation of District vehicles, equipment, tools and supplies and shall promptly report an accident, breakdown or malfunction of any unit so that necessary repairs may be made. Park District vehicles shall not be driven by any employee between work and home except in cases of emergency upon approval by the employee's supervisor.
- B. While operating District vehicles, employees shall adhere to the proper rules of the road, safety and courtesy. Any employee who, in the course of his job operates a District vehicle shall immediately report the suspension or revocation of his driver's license to his supervisor.
- ~~C. The Director, Superintendent of Parks, and Superintendent of Recreation are considered on-call 24 hours a day. It is required that these persons drive a District vehicle between home and work each day. This provides the District a method of storing the vehicles overnight as well as the ability to contact key persons at all times. The vehicle used by the Executive Director for business use is also available for non-business use with the approval of the Board of Commissioners. Personal use of Park District vehicles shall be recorded as a~~

~~non-cash wage on the appropriate employee's annual W-2. Periodically, other staff will be asked to be on call "as necessary."~~

- C. Unauthorized use of Park District facilities is strictly prohibited and may result in termination of employment.

Section 3. Severability. If any section, paragraph or provision of this ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this ordinance.

Section 4. Repeal. All other ordinances, resolutions or parts thereof in conflict with this ordinance are hereby repealed and this ordinance shall be in full force and effect forthwith upon its adoption.

ADOPTED, this _____ day of _____, 2011.

President, Board of Park Commissioners
Glen Ellyn Park District

Attest:

Secretary, Board of Park Commissioners
Glen Ellyn Park District

(SEAL)

CERTIFICATION

STATE OF ILLINOIS)
) SS.
COUNTY OF DUPAGE)

I, KATHERINE WENDLAND, DO HEREBY CERTIFY that I am the duly appointed, qualified and acting Secretary of the Glen Ellyn Park District and the Board of Park Commissioners of the Glen Ellyn Park District; and that I have access to and am custodian of the official Minutes of the Meetings of the Board of Park Commissioners and of the Glen Ellyn Park District.

I DO FURTHER CERTIFY that the above and foregoing is a true and correct copy (duplicate) of a certain ordinance entitled:

ORDINANCE NO.
GLEN ELLYN PARK DISTRICT

**AN ORDINANCE AMENDING THE
POLICY MANUAL OF THE GLEN ELLYN PARK DISTRICT**

That the foregoing was passed by the Board of Park Commissioners of said Glen Ellyn Park District on the ____ of _____, 2011, and was on the same day executed by the President and Secretary of the Board; that it was filed and recorded in the office of the Secretary of the Glen Ellyn Park District, of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Glen Ellyn Park District, this ____ day of _____, 2011.

Passed: _____
Adopted: _____
Approved: _____

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Secretary
Glen Ellyn Park District
DuPage County, Illinois

(SEAL)

47.