



We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

May 24, 2017
10:30 a.m. Board Meeting
Park Central Conference Room
3000 Central Road, Rolling Meadows, IL

Agenda

- I. Call to Order
Roll Call

- II. Introduction of Guests
 - 1. Michele Paradise – 25 Years of Service
 - 2. Ryan Dieschbourg – Program Specialist
 - 3. Brittany Johns – Program Specialist
 - 4. Megan O'Brien – Events Coordinator
 - 5. Jordan Ross - Summer Intern
 - 6. Matt Beran – Lauterbach and Amen

- III. Public Comment

- IV. Approval of Agenda

- V. Approval of Consent Agenda – Pages 3-96
 - A. Approval of Minutes, March 22, 2017
 - B. NWSRA Financial Reports, March 31, 2017 & April 30, 2017
 - 1. PFM Account Statement
 - 2. NWSRA & SLSF Organizational Cash Overview
 - 3. NWSRA Budget vs. Actual
 - 4. SLSF Budget vs. Actual
 - 5. NWSRA Balance Sheets
 - 6. SLSF Balance Sheets
 - 7. Benjamin F Edwards Account Statement
 - C. Warrant:
 - 1. #4 dated April 28, 2017 - \$201,582.57
 - 2. #5 dated May 24, 2017 - \$ 69,533.22
 - D. Bi-Weekly Payroll:
 - 1. Pay Period Ending – 3/5/17 \$95,587.98
 - 2. Pay Period Ending – 3/19/17 \$99,359.24
 - 3. Pay Period Ending – 4/2/17 \$95,860.77
 - 4. Pay Period Ending – 4/16/17\$96,384.77
 - E. ADA Compliance Projects:
 - 1. Rolling Meadows Park District
 - a. Various Projects - \$39,647*
 - 2. Mt. Prospect Park District
 - b. Various Projects - \$166,417.56*
 - 3. River Trails Park District
 - a. Various Projects - \$43,950*

An extension of the local park districts serving
Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

- VI. Correspondence
 - A. Written
 - B. Oral

- VII. Staff Reports – Pages – 97-109
 - A. Program Report
 - B. Marketing and P/R Report
 - 1. 1st Quarter Outreach Report
 - C. SLSF
 - D. 1st Quarter Financial Reports
 - E. 1st Quarter Goals Update
 - F. 1st Quarter Directors Work Plan Update

- VIII. Old Business
 - A. Hanover Park Park District Accessible Ramp Update – Oral
 - B. NWSRA Programming Space/Pursuit 2 Update – Oral

- IX. New Business – Pages – 110-144
 - A. Bank Issues
 - 1. Approval to close NWSRA Money Market, Imprest Public Funds Interest Checking and Payroll Public Funds Interest Checking Accounts
 - 2. Approval to open new accounts with Village Bank and Trust of Arlington Heights
 - 3. Resolution 2017-14 Approval of New Bank Account
 - B. NWSRA Audit and Management Letter, Presented by Matt Beran, Lauterbach and Amen
 - C. PFM Investment Update
 - D. Fund Balance Recommendations
 - E. 2017 Recommend Transfers
 - F. IDOT Resolution 2017-12
 - G. Appointment of Legal Counsel:
 - 1. Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. – Heidi Katz
 - H. Ordinance O2017-2 – Sale of Personal Property
 - I. Recognition of outgoing Board Member – Greg Kuhs
 - J. Other

- X. Information/Action Items – Pages – 145-152
 - A. PDRMA
 - 1. 2016 PATH Summary
 - 2. Annual Report
 - B. Annual Information Request (EAV, Gross Population) Reminder
 - C. Other

- XI. Closed Session
 - A. Section 2(c)(21) Semi-annual Review of Executive Session Minutes

- XII. Action as a result of Closed Session – Pages – 153-155

- XIII. Adjournment

Values

- Teamwork: Support each other and work together
- Respect: Be open, honest and kind
- Enthusiasm: Exceed expectations
- Collaboration: Combine resources to achieve common goals
- Communication: Listen, share and adapt

Vision Statement

To be a leading force, creating greater options that enrich the life experience of the participants, families and communities we serve

V. Consent Agenda

[Return to Home](#)

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT THE NWSRA ADMINISTRATIVE OFFICES
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 22nd DAY OF MARCH, 2017 AT 10:30 A.M.**

Chairman LaFrene called the meeting to order at 10:40 a.m. Director Crawford took roll call. The following members of the Board were present: Ryan Risinger, Buffalo Grove Park District; Tom Busby, Elk Grove Park District; Rick Wulbecker, Hanover Park District; Greg Kuhs, Mount Prospect Park District; Mike Clark, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Amy Charlesworth, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrene, Schaumburg Park District; and Jay Morgan, South Barrington Park District

Absent: Rick Hanetho, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Dean Bostrom, Hoffman Estates Park District; Robert Dowling, Inverness Park District, Dennis Stein, Streamwood Park District and Jan Buchs, Wheeling Park District

Also present: Tracey Crawford, Executive Director; Jayne Finger, Superintendent of Recreation; Andrea Griffin, Superintendent of Recreation; Nanette Sowa, Superintendent of Development; Brian Selders, Superintendent of Communications and IT; Trisha Breitlow, Superintendent of Administrative Services; Jocelyn Wright, Program Specialist; Risa Umeno, Intern; Sherry Gach, Administrative Assistant; Mary Lou D'Astice Receptionist; Rachel Hubsch, Inclusion Manager; and Jessica Vasalos, Administrative Coordinator as recording secretary.

Introduction of Guests

Superintendent Finger introduced Recreation Specialist Jocelyn Wright and Intern Risa Umeno. Chairman LaFrene read the Longevity Letters for Sherry Gach, Mary Lou D'Astice and Rachel Hubsch.

Public Comment

None

Agenda

Chairman LaFrene asked for a motion to approve the agenda dated March 22, 2017. Trustee Kuhs made the motion and Trustee Fahnstrom seconded the motion to approve the agenda dated March 22, 2017.

Approval of Consent Agenda

Chairman LaFrene asked for a motion to approve the Consent Agenda of March 22, 2017. Trustee Charlesworth made the motion and Trustee Clark seconded the motion to approve the Consent Agenda dated March 22, 2017. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Correspondence

Written

None

Oral

None

Staff Reports

Superintendent Griffin reported that the Snoezelen Room has been toured 122 times already. Northwestern Autism Consortium, Sunny Cortland State University in New York, Districts 54, 59, 15 and 25 have also toured the room. Therapy sessions are run on Monday, Wednesday and Thursday. There was a waitlist so Tuesday's were added and that left only five on the waitlist. Saturdays will be added during the summer and will have clients that range in age from 3 to 54. Families, small groups, and individuals as well as our Pursuit clients are using the room for "break" times. When a family schedules to go in the room they are asked to fill out a questionnaire that includes a social story. This enables the moderator to assess needs and give possible suggestions for at home therapy. Snoezelen Staff are CTRS certified and work with said families make the participation in the room a full experience.

Superintendent Finger informed the Board that NWSRA will be hosting an Intern Park District Visit Day. This will be held on June 8, 2017 from 10:00 am to 12:00 pm. The first hour will be an information section on the existence of SRA and how they are related to the Park Districts. The second hour they will tour our Pursuit Program as well as the Snoezelen Room. She invited all Park District Interns to the event.

Marketing & Communication Report

Superintendent Selders reported that the Annual Report will be mailed in the next few weeks as well as the Summer Brochure. He is asking families and staff to identify other families for stories for future publications. The Birds of a Feather Campaign continues to be successful in bringing in new staff.

SLSF Updates

Superintendent Sowa reported that the Gold Medal Fashion Show occurred in February and was very successful. The SLSF team is starting to gear up for Golf Outing season. Mitsubishi Corp. added a \$5,000 grant and will again volunteer at Camp Connections as they have done for the past 11 years. She also informed the Board that the IDOT Grant for a vehicle was approved and NWSRA should be receiving the vehicle in the summer or fall. She is also happy to report that the van that was purchased with the proceeds

from the Moretti's Golf Outing as well as the \$30,000 grant that was awarded from the Schaumburg Rotary Club is also coming this summer.

Directors Work Plan

Executive Director Crawford highlighted that she was able to conduct two IPRA Webinars on Diversity. Ms. Crawford and Mrs. Andrea Griffin were asked to speak at the TRAPS Conference in Texas and the NJ State Parks and Recreation Conference on the development of a Behavior Team. The Mayors Caucus invited NWSRA to do a training on Inclusion. ATRA invited Ms. Crawford to sit on a panel and attend a retreat with educators and the Accrediting Body to discuss whether or not to make entry level should require a Master's Degree. They are reviewing the curriculum to see if it is Masters level course work. This is a huge honor as Ms. Crawford is the only practitioner asked to be on this review panel. Ms. Crawford also informed the Board that succession planning is in full swing. Jayne Finger has announced her retirement and is happy to report that she has had three very high caliber candidates step in and start the interview process. Chairman LaFrenere congratulated Tracey on being asked to be on the ATRA Committee and made note at what an honor it is.

Old Business

ADA Compliance Task Force/Review Committee

Director Crawford reminded Board that when Jeff Acks retired, he left a vacancy on the ADA Task Force. Tom Pope from River Trails Park District and Gary Bukowski from Hoffman Estates Park District have been asked, and they accepted, to be on the task force. It is also her recommendation to make the Task Force an official committee. She also informed the Board that she plans to develop guidelines for projects with approval percentages for projects. This will be done by reviewing past ADA projects and measuring what is standard for the project to be approved. This process will be done by including member district parks and planning professionals as well as outside colleagues for input. She also suggested to make a separate site for planners to have access to the ADA Compliance information. Director Clark indicated he had no issues just allowing those professionals to have access to the Directors Site. Director Risinger asked for a target for this to be available and Director Clark asked for fillable digital forms as well as the ability to attach pictures as well as back up. Director Crawford informed the Board that she will be looking to complete the project in late summer early fall. Director Crawford asked for a motion to approve the appointment of Tom Pope and Gary Bukowski to the ADA Task Force. Trustee Clark made the motion and Trustee Risinger seconded the motion. Upon Voice Vote the motion carried.

Hanover Park Park District Accessible Ramp and Room Update

Director Wulbecker informed the Board that construction for the room will start on April 3 and should be completed on May 10th. NWSRA Staff have begun to move supplies over to the new space and are excited to be there.

New Business

Chairman Lafrenere asked for a motion to approve Surplus Ordinance 2017-1 – Sale of Property. Trustee Charlsworth made the motion and Trustee Fahsntrom seconded the

motion to approve the Surplus Ordinance 2017-1. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, and Jay Morgan

NAY: None

The motion carried.

SLSF Development Plan

Director Crawford informed the Board that the SLSF Development Plan meeting went very well and the American Philanthropic Team was very impressed with the knowledge and commitment SLSF stakeholders have. She asked the Board members that were in attendance for their feedback and Director Charlesworth informed the Board that she believed that the need for a dedicated Events Coordinator was very important.

American Philanthropic has set a goal of \$50,000 in additional funds for the next year making it more difficult for Nanette and Cathy to run said events and made the big money connections needed. Director Clark was impressed with suggestions make by American Philanthropic, especially the suggestion of direct mailing versus electronic. The "old" way still seems to have the most draw when it comes to getting donations.

Due to a reorganization of the Administrative Assistant Position and being able to shift the salary to the Events Coordinator Position will have minimal effect to the budget.

Director Crawford asked for a motion to hire a Full Time Events Coordinator based on the recommendation of American Philanthropic. Trustee Fahnstrom made the motion and Trustee Morgan seconded the motion. Upon Voice Vote the motion carried.

Furniture Bid

Superintendent Griffin informed the Board that an ad was place for Bid on furniture for the new programming space at Hanover Park Park District. The bid was awarded however the bid came back \$12,200 over what was budgeted. Superintendent Griffin asked the Board for a motion to approve a transfer of \$12,200 from Capital to cover the cost of the furniture. Trustee Charlesworth made the motion and Trustee Risinger seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, and Jay Morgan

NAY: None

The motion carried.

Bank Resolutions

Superintendent Breitlow stated that she was informed that IPDLAF our central bank will decentralize and move from IPDLAF to US Bank. IPDLAF will still be the holding bank. This causes NWSRA to need all new Agreements and signature cards. She asked for a motion to approve:

Resolution 2017-8 as presented. Trustee Kuhs made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Chairman LaFrenere called for a motion to approve Resolution 2017-9 as presented. Trustee Risinger made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Chairman LaFrenere called for a motion to approve Resolution 2017-10 as presented. Trustee Risinger made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Chairman LaFrenere called for a motion to approve Resolution 2017-11 as presented. Trustee Risinger made the motion and Trustee Kuhs seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Information/Action Items

Superintendent Breitlow informed the Board that NWSRA was awarded the highest overall score in 2016 for with PDRMA.

Updated NWSRA Board and Staff Policy Updates

Superintendent Breitlow reported that during the audit process it was suggested that since NWSRA already has an Outstanding Check Process as well as a Capital Asset Process that it be made official policies. She then asked for a motion to approve the Outstanding Check Policy as presented. Trustee Clark made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Chairman LaFrenere called for motion to approve the Capital Asset Policy as presented. Director Kuhs made the motion and Director Wulbecker seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Closed Session

Chairman LaFrenere asked for a motion to move to Closed Session at 11:35 am to discuss Personnel – 5ILCS 120/2(c)(1) Trustee Charlesworth made the motion and Trustee Kuhs seconded the motion. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Tom Busby, Rick Wulbecker, Greg Kuhs, Mike Clark, Christina Ferraro, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, and Jay Morgan

NAY: None

The motion carried.

Reconvene to Open Session and Action Taken on Executive Session

Chairman LaFrene stated there is no action to be taken at this time regarding Section 5ILCS 120/2(c)(1) and requested to move to Open Session at 11:49 am. Trustee Risinger made the motion and Trustee Fahnstrom seconded the motion. Upon Voice Vote the motion carried.

Adjournment

After no further business, Trustee Fahnstrom asked for a motion to adjourn. Trustee Risinger made the motion and Trustee Morgan seconded the motion to adjourn the March 22, 2017 meeting at 11:49 am. Upon voice vote the motion carried.

Secretary



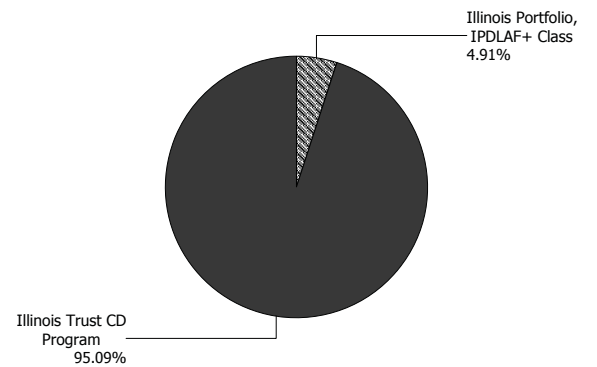
Account Statement - Transaction Summary

For the Month Ending **March 31, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	84,086.41
Purchases	106,260.47
Redemptions	(135,132.52)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$55,214.36
Cash Dividends and Income	42.47
Illinois Trust CD Program	
Opening Market Value	1,039,000.00
Purchases	135,000.00
Redemptions	(105,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,069,000.00
Cash Dividends and Income	1,218.00

Asset Summary		
	March 31, 2017	February 28, 2017
Illinois Portfolio, IPDLAF+ Class	55,214.36	84,086.41
Illinois Trust CD Program	1,069,000.00	1,039,000.00
Total	\$1,124,214.36	\$1,123,086.41
Asset Allocation		





Investment Holdings

For the Month Ending **March 31, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Accrued Interest	Est. Value at Maturity
Illinois Trust CD Program							
05/18/16	05/18/16	CD - Bank Of The West, CA	05/18/17	1.00	100,000.00	871.23	101,000.00
08/24/16	08/24/16	CD - Franklin Synergy Bank, TN	08/24/17	1.10	219,000.00	1,452.00	221,409.00
10/12/16	10/12/16	CD - Bank Of The Ozarks, AR	10/12/17	1.00	105,000.00	491.92	106,050.00
06/28/16	06/28/16	CD - First National Bank Of Mcgregor (The), TX	12/26/17	1.25	100,000.00	948.63	101,869.86
03/31/17	03/31/17	CD - First Internet Bank Of Indiana, IN	04/02/18	1.32	135,000.00	4.88	136,791.76
12/22/16	12/22/16	CD - Prudential Savings Bank, PA	06/20/18	1.40	210,000.00	805.48	214,389.86
09/14/16	09/14/16	CD - Fieldpoint Private Bank & Trust, CT	09/14/18	1.20	200,000.00	1,308.49	204,800.00
Total					\$1,069,000.00	\$5,882.63	\$1,086,310.48



Account Statement

For the Month Ending **March 31, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
Illinois Portfolio, IPDLAF+ Class					
Opening Balance					84,086.41
03/01/17	03/01/17	IA_FEE CD GROUPED FEE TRANSACTION FOR: 2-28-2017	1.00	(119.57)	83,966.84
03/31/17	03/31/17	Purchase - Fixed Rate Maturity	1.00	106,218.00	190,184.84
03/31/17	03/31/17	IA_FEE CD GROUPED FEE TRANSACTION FOR: 3-31-2017	1.00	(12.95)	190,171.89
03/31/17	03/31/17	Redemption - Fixed Rate Investment	1.00	(135,000.00)	55,171.89
03/31/17	04/03/17	Accrual Income Div Reinvestment - Distributions	1.00	42.47	55,214.36

Closing Balance **55,214.36**

	Month of March	Fiscal YTD July-March		
Opening Balance	84,086.41	21,452.24	Closing Balance	55,214.36
Purchases	106,260.47	1,054,129.20	Average Monthly Balance	83,039.34
Redemptions (Excl. Checks)	(135,132.52)	(1,020,367.08)	Monthly Distribution Yield	0.60%
Check Disbursements	0.00	0.00		
Closing Balance	55,214.36	55,214.36		
Cash Dividends and Income	42.47	180.07		



Account Statement

For the Month Ending **March 31, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Transaction Description	Maturity Date	Rate	Dollar Amount of Transaction
Illinois Trust CD Program					
03/31/17	03/31/17	BOUGHT - CD - First Internet Bank Of Indiana, IN (365 basis); Exp. Inc 1,791.76; Days to Maturity 367; Adv. BP 15.00	04/02/18	1.3200	135,000.00
03/31/17	03/31/17	MATURED - CD - Cit Bank, N.A. (Fka Onewest Bank, N.A.), CA Original Quantity 105,000.00	03/31/17	1.1600	(106,218.00)



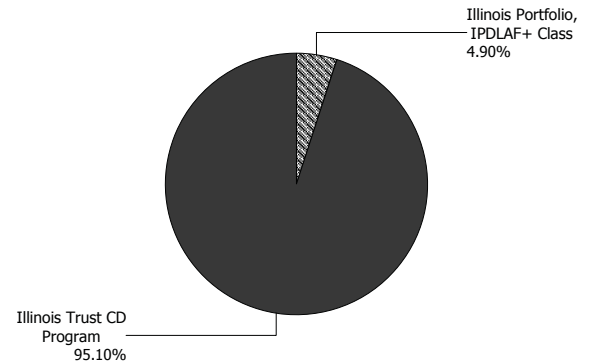
Account Statement - Transaction Summary

For the Month Ending **April 30, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	55,214.36
Purchases	30.70
Redemptions	(119.54)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$55,125.52
Cash Dividends and Income	30.70
Illinois Trust CD Program	
Opening Market Value	1,069,000.00
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,069,000.00
Cash Dividends and Income	0.00

Asset Summary		
	April 30, 2017	March 31, 2017
Illinois Portfolio, IPDLAF+ Class	55,125.52	55,214.36
Illinois Trust CD Program	1,069,000.00	1,069,000.00
Total	\$1,124,125.52	\$1,124,214.36
Asset Allocation		





Investment Holdings

For the Month Ending **April 30, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Accrued Interest	Est. Value at Maturity
Illinois Trust CD Program							
05/18/16	05/18/16	CD - Bank Of The West, CA	05/18/17	1.00	100,000.00	953.42	101,000.00
08/24/16	08/24/16	CD - Franklin Synergy Bank, TN	08/24/17	1.10	219,000.00	1,650.00	221,409.00
10/12/16	10/12/16	CD - Bank Of The Ozarks, AR	10/12/17	1.00	105,000.00	578.22	106,050.00
06/28/16	06/28/16	CD - First National Bank Of Mcgregor (The), TX	12/26/17	1.25	100,000.00	1,051.37	101,869.86
03/31/17	03/31/17	CD - First Internet Bank Of Indiana, IN	04/02/18	1.32	135,000.00	151.35	136,791.76
12/22/16	12/22/16	CD - Prudential Savings Bank, PA	06/20/18	1.40	210,000.00	1,047.12	214,389.86
09/14/16	09/14/16	CD - Fieldpoint Private Bank & Trust, CT	09/14/18	1.20	200,000.00	1,505.75	204,800.00
Total					\$1,069,000.00	\$6,937.23	\$1,086,310.48



Account Statement

For the Month Ending **April 30, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
Illinois Portfolio, IPDLAF+ Class					
Opening Balance					55,214.36
04/03/17	04/03/17	IA_FEE CD GROUPED FEE TRANSACTION FOR: 3-31-2017	1.00	(119.54)	55,094.82
04/28/17	05/01/17	Accrual Income Div Reinvestment - Distributions	1.00	30.70	55,125.52

Closing Balance **55,125.52**

	Month of April	Fiscal YTD July-April		
Opening Balance	55,214.36	21,452.24	Closing Balance	55,125.52
Purchases	30.70	1,054,159.90	Average Monthly Balance	55,105.86
Redemptions (Excl. Checks)	(119.54)	(1,020,486.62)	Monthly Distribution Yield	0.68%
Check Disbursements	0.00	0.00		
Closing Balance	55,125.52	55,125.52		
Cash Dividends and Income	30.70	210.77		

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW MARCH 31, 2017

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	IMPREST/DONORSHARE (Harris Bank)	10,178	476	10,654
	MMKT/BAC (Harris Bank)	1,908,305	271,294	2,179,599
	PAYROLL (Harris Bank)	149,544		149,544
	IPDLAF	137,733		137,733
	TOTAL	<u>2,206,260</u>	<u>271,921</u>	<u>2,478,180</u>
<u>RESERVES: INVESTMENTS</u>				
	BF EDWARDS		1,247,522	1,247,522
	PFM Asset Management	1,124,214		1,124,214
	TOTAL	<u>1,124,214</u>	<u>1,247,522</u>	<u>2,371,736</u>
<u>RESERVES:</u>				
	<u>OPERATING</u>			
	<u>CAPITAL</u>			
	MAX SAFE 1 (Village Bank & Trust)	1,269,338		1,269,338
	MAX SAFE 2 (Village Bank & Trust)	104,033		104,033
	SMALL BUS (Village Bank & Trust)	100		100
	TOTAL	<u>1,373,471</u>		<u>1,373,471</u>
<u>TOTAL CASH & RESERVES</u>				
	<u>March 31, 2017</u>	<u>\$ 4,703,945</u>	<u>\$ 1,519,442</u>	<u>\$ 6,223,388</u>
 <u>TOTAL CASH & RESERVES</u>				
	<u>March 31, 2016</u>			
	CASH	\$ 2,028,907	\$ 156,739	\$ 2,185,646
	RESERVES - OPER	1,000,689		1,000,689
	RESERVES - CAP	140,612		140,612
	RESERVES - INVEST	1,162,275	1,287,288	2,449,563
	TOTAL	<u>\$ 4,332,483</u>	<u>\$ 1,444,027</u>	<u>\$ 5,776,510</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW APRIL 30, 2017

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
IMPREST/DONORSHARE (Harris Bank)	16,800	476	17,277
MMKT/BAC (Harris Bank)	1,521,469	261,644	1,783,113
PAYROLL (Harris Bank)	157,190		157,190
IPDLAF	262,742		262,742
TOTAL	<u>1,958,701</u>	<u>262,270</u>	<u>2,220,972</u>
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS		1,256,813	1,256,813
PFM Asset Management	1,124,126		1,124,126
TOTAL	<u>1,124,126</u>	<u>1,256,813</u>	<u>2,380,939</u>
<u>RESERVES:</u>			
<u>OPERATING</u>			
MAX SAFE 1 (Village Bank & Trust)	1,269,443		1,269,443
MAX SAFE 2 (Village Bank & Trust)	104,034		104,034
SMALL BUS (Village Bank & Trust)	100		100
TOTAL	<u>1,373,577</u>		<u>1,373,577</u>
<u>TOTAL CASH & RESERVES</u>			
April 30, 2017	<u>\$ 4,456,404</u>	<u>\$ 1,519,083</u>	<u>\$ 5,975,487</u>
 <u>TOTAL CASH & RESERVES</u>			
April 30, 2016			
CASH	\$ 1,851,137	\$ 175,120	\$ 2,026,257
RESERVES - OPER	1,000,771		1,000,771
RESERVES - CAP	140,514		140,514
RESERVES - INVEST	1,162,145	1,298,554	2,460,699
	<u>\$ 4,154,567</u>	<u>\$ 1,473,674</u>	<u>\$ 5,628,241</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION

BUDGET VS ACTUAL and CASH BALANCE

MARCH 31, 2017

(A) BUDGET VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	901,789	903,314	1,525	375,477	151,240	(224,236)	526,312	752,073	225,761
February	43,171	65,863	22,692	371,910	278,104	(93,807)	(328,739)	(212,241)	116,499
March	534,362	429,501	(104,861)	564,303	458,851	(105,452)	(29,941)	(29,350)	591
April	63,585		(63,585)	433,835		(433,835)	(370,250)	0	370,250
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	1,479,321	1,398,678	(80,644)	1,311,690	888,195	(423,495)	167,632	510,483	342,851

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,762	752,073	(345,398)	(93,278)	390 a.	5,073,549
February	5,073,549	(212,241)	0	3,862	(140,725) a.	4,724,445
March	4,724,445	(29,350)	0	3,951	1,207 a.	4,700,252
April	4,700,252	0			a.	4,700,252
May	4,700,252	0			a.	4,700,252
June	4,700,252	0			a.	4,700,252
July	4,700,252	0			a.	4,700,252
August	4,700,252	0			a.	4,700,252
September	4,700,252	0			a.	4,700,252
October	4,700,252	0			a.	4,700,252
November	4,700,252	0			a.	4,700,252
December	4,700,252	0			a.	4,700,252

a. FSA Withholding / Payments and collected key security deposits.

NORTHWEST SPECIAL RECREATION ASSOCIATION

BUDGET VS ACTUAL and CASH BALANCE

APRIL 30, 2017

(A) BUDGET VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	901,789	903,314	1,525	375,477	140,906	(234,571)	526,312	762,408	236,096
February	43,171	65,863	22,692	371,910	278,104	(93,807)	(328,739)	(212,241)	116,499
March	534,362	429,501	(104,861)	564,303	458,851	(105,452)	(29,941)	(29,350)	591
April	63,585	79,878	16,293	433,835	324,939	(108,895)	(370,250)	(245,062)	125,188
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	1,542,906	1,478,555	(64,351)	1,745,525	1,202,800	(542,725)	(202,618)	275,755	478,374

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,766	762,408	(345,398)	(93,278)	(9,945) a.	5,073,553
February	5,073,553	(212,241)	0	3,862	(140,725) a.	4,724,449
March	4,724,449	(29,350)	0	3,951	1,207 a.	4,700,256
April	4,700,256	(245,062)	0	3,951	672 a.	4,459,817
May	4,459,817	0			a.	4,459,817
June	4,459,817	0			a.	4,459,817
July	4,459,817	0			a.	4,459,817
August	4,459,817	0			a.	4,459,817
September	4,459,817	0			a.	4,459,817
October	4,459,817	0			a.	4,459,817
November	4,459,817	0			a.	4,459,817
December	4,459,817	0			a.	4,459,817

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

MARCH 31, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	214,656	44,688	11,231	8,082	(3,150)	158,736	206,574	47,838
February	98,564	57,448	(41,116)	15,015	25,616	10,601	83,549	31,832	(51,717)
March	36,528	17,950	(18,578)	102,393	8,020	(94,373)	(65,865)	9,930	75,795
April	16,678		(16,678)	2,793		(2,793)	13,885	0	(13,885)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	305,060	290,054	(15,006)	128,640	41,718	(86,922)	176,420	248,336	71,916

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,431,079	206,574	(15,500)	0	(150,050)	1,472,103
February	1,472,103	31,832	0	0	(62)	1,503,873
March	1,503,873	9,930	112	0	0	1,513,915
April	1,513,915	0				1,513,915
May	1,513,915	0				1,513,915
June	1,513,915	0				1,513,915
July	1,513,915	0				1,513,915
August	1,513,915	0				1,513,915
September	1,513,915	0				1,513,915
October	1,513,915	0				1,513,915
November	1,513,915	0				1,513,915
December	1,513,915	0				1,513,915

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

THREE MONTHS ENDING MARCH 31, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	4,509	13,761	(9,253)	4,333
RESTRICTED FUNDRAISING	1,400	6,184	(4,784)	900
RESTRICTED DONATIONS	1,293	1,267	26	614
UNRESTRICTED FUNDRAISING	70,899	72,570	(1,671)	74,177
UNRESTRICTED DONATIONS	11,497	11,250	247	6,662
INVESTMENT TRANSFER	150,000	200,000	(50,000)	0
TOTAL REVENUE	239,598	305,032	(65,435)	86,686
<u>EXPENDITURES</u>				
ADMINISTRATION	15,449	13,757	1,692	5,861
RESTRICTED FUNDRAISING	0	342	(342)	0
UNRESTRICTED FUNDRAISING	26,268	22,874	3,394	20,768
GRANTS GIVEN	0	91,667	(91,667)	0
TOTAL EXPENSES	41,718	128,640	(86,922)	26,629
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	197,880	176,392	21,488	60,057
<u>INVESTMENT INCOME (LOSS)</u>	50,456	27	50,429	6,119
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 248,336	\$ 176,420	\$ 71,916	\$ 66,176

*includes BF Edwards Investment Income and Interest Income from BAC account

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

APRIL 30, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	64,656	(105,312)	11,231	8,082	(3,150)	158,736	56,574	(102,162)
February	98,564	57,448	(41,116)	15,015	25,616	10,601	83,549	31,832	(51,717)
March	36,528	17,950	(18,578)	102,393	8,020	(94,373)	(65,865)	9,930	75,795
April	16,678	31,728	15,050	2,793	32,157	29,363	13,885	(429)	(14,314)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	321,738	171,782	(149,956)	131,433	73,874	(57,559)	190,305	97,908	(92,397)

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,436,876	56,574	(15,500)	0	(50)	1,477,900
February	1,477,900	31,832	0	0	(62)	1,509,670
March	1,509,670	9,930	112	0	0	1,519,712
April	1,519,712	(429)	0	0	(200)	1,519,083
May	1,519,083	0				1,519,083
June	1,519,083	0				1,519,083
July	1,519,083	0				1,519,083
August	1,519,083	0				1,519,083
September	1,519,083	0				1,519,083
October	1,519,083	0				1,519,083
November	1,519,083	0				1,519,083
December	1,519,083	0				1,519,083

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

FOUR MONTHS ENDING APRIL 30, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	4,509	20,621	(16,113)	5,333
RESTRICTED FUNDRAISING	5,620	10,993	(5,373)	9,615
RESTRICTED DONATIONS	1,443	1,267	176	1,376
UNRESTRICTED FUNDRAISING	85,689	77,570	8,119	84,312
UNRESTRICTED DONATIONS	14,763	11,250	3,513	11,533
INVESTMENT TRANSFER	0	200,000	(200,000)	0
TOTAL REVENUE	112,023	321,701	(209,678)	112,169
<u>EXPENDITURES</u>				
ADMINISTRATION	20,289	16,551	3,738	9,199
RESTRICTED FUNDRAISING	1,292	342	951	231
UNRESTRICTED FUNDRAISING	26,268	22,874	3,394	24,361
GRANTS GIVEN	26,025	91,667	(65,642)	0
TOTAL EXPENSES	73,874	131,433	(57,559)	33,791
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	38,149	190,268	(152,120)	78,378
<u>INVESTMENT INCOME (LOSS)</u>				
	59,759	37	59,722	17,393
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 97,908	\$ 190,305	\$ (92,397)	\$ 95,771

*includes BF Edwards Investment Income and Interest Income from BAC account

Northwest Special Recreation Association
Balance Sheet
As of March 31, 2017

	Mar 31, 17
ASSETS	
Current Assets	
Checking/Savings	
10200 · Imprest (Harris Bank)	10,181.32
10300 · Petty Cash	500.00
10700 · IPDLAF+	137,733.38
10800 · Payroll Checking (Harris Bank)	149,543.79
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,069,000.00
11200 · PFM Investments Hold Account - Other	55,214.36
Total 11200 · PFM Investments Hold Account	1,124,214.36
11600 · Money Market (Harris Bank)	1,908,304.96
11650 · MAX SAFE 1 (Village Bank&Trust)	1,269,338.48
11660 · MAX SAFE 2 (Village Bank&Trust)	104,032.94
11700 · Small Bus. (Village Bank&Trust)	100.00
11800 · Credit Card - American Express	294.00
11810 · Credit Card - Discover	81.50
11820 · Credit Card - MasterCard	-1,203.75
11830 · Credit Card - Visa	-2,784.76
11840 · MC/VISA On-Line	-80.00
Total Checking/Savings	4,700,256.22
Accounts Receivable	
12000 · Accounts Receivable	463.74
Total Accounts Receivable	463.74
Other Current Assets	
12200 · PREPAID EXPENSES	7,002.71
12300 · Prepaid Lease	141,164.46
Total Other Current Assets	148,167.17
Total Current Assets	4,848,887.13
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	335,644.00
13070 · Parking Lot	71,730.00
13100 · Equipment	217,531.52
13110 · Accum.Depre- Equipment	-41,025.77
13200 · Transportation Equipment	1,099,898.35
13210 · Accum.Depre.	-1,183,663.16
13300 · Leasehold Improvements	64,128.49
Total Fixed Assets	1,570,243.43
TOTAL ASSETS	6,419,130.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21600 · Security Deposits	2,250.00
21700 · Unclaimed Payroll Earnings	30.73
22100 · FSA WH/PYMTS	8,638.42
23000 · Deferred Revenue	49,494.50
Total Other Current Liabilities	60,413.65
Total Current Liabilities	60,413.65
Long Term Liabilities	
22500 · ACCRUED VACATION	98,063.17
Total Long Term Liabilities	98,063.17
Total Liabilities	158,476.82

Northwest Special Recreation Association
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
Equity	
29500 - Retained Earnings	4,156,891.42
29550 - INVESTMENT IN CAPITAL ASSETS	1,582,945.35
Net Income	520,816.97
Total Equity	<u>6,260,653.74</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,419,130.56</u></u>

Northwest Special Recreation Association
Balance Sheet
As of April 30, 2017

	Apr 30, 17
ASSETS	
Current Assets	
Checking/Savings	
10200 · Imprest (Harris Bank)	16,800.43
10300 · Petty Cash	500.00
10700 · IPDLAF+	262,742.17
10800 · Payroll Checking (Harris Bank)	157,189.57
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,069,000.00
11200 · PFM Investments Hold Account - Other	55,125.52
Total 11200 · PFM Investments Hold Account	1,124,125.52
11600 · Money Market (Harris Bank)	1,520,959.22
11650 · MAX SAFE 1 (Village Bank&Trust)	1,269,442.81
11660 · MAX SAFE 2 (Village Bank&Trust)	104,033.80
11700 · Small Bus. (Village Bank&Trust)	100.00
11800 · Credit Card - American Express	753.25
11810 · Credit Card - Discover	764.75
11820 · Credit Card - MasterCard	420.74
11830 · Credit Card - Visa	871.49
11840 · MC/VISA On-Line	603.00
Total Checking/Savings	4,459,306.76
Accounts Receivable	
12000 · Accounts Receivable	463.74
Total Accounts Receivable	463.74
Other Current Assets	
12200 · PREPAID EXPENSES	3,051.97
12300 · Prepaid Lease	141,164.46
Total Other Current Assets	144,216.43
Total Current Assets	4,603,986.93
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	335,644.00
13070 · Parking Lot	71,730.00
13100 · Equipment	217,531.52
13110 · Accum.Depre- Equipment	-41,025.77
13200 · Transportation Equipment	1,099,898.35
13210 · Accum.Depre.	-1,183,663.16
13300 · Leasehold Improvements	64,128.49
Total Fixed Assets	1,570,243.43
TOTAL ASSETS	6,174,230.36
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21600 · Security Deposits	2,100.00
21700 · Unclaimed Payroll Earnings	30.73
22100 · FSA WH/PYMTS	9,459.96
23000 · Deferred Revenue	49,494.50
Total Other Current Liabilities	61,085.19
Total Current Liabilities	61,085.19
Long Term Liabilities	
22500 · ACCRUED VACATION	98,063.17
Total Long Term Liabilities	98,063.17
Total Liabilities	159,148.36

Northwest Special Recreation Association
Balance Sheet
As of April 30, 2017

	<u>Apr 30, 17</u>
Equity	
29500 - Retained Earnings	4,156,891.42
29550 - INVESTMENT IN CAPITAL ASSETS	1,582,945.35
Net Income	275,245.23
Total Equity	<u>6,015,082.00</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,174,230.36</u></u>

Special Leisure Services Foundation
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	271,294.30
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	202,300.15
11300 · BENJAMIN EDWARDS - Other	<u>1,045,221.52</u>
Total 11300 · BENJAMIN EDWARDS	1,247,521.67
11820 · Credit Card - MasterCard	-150.00
11830 · Credit Card - Visa	<u>419.80</u>
Total Checking/Savings	<u>1,519,712.14</u>
Total Current Assets	1,519,712.14
Other Assets	
12500 · PREPAID EXPENSES	<u>1,499.97</u>
Total Other Assets	<u>1,499.97</u>
TOTAL ASSETS	<u><u>1,521,212.11</u></u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,405,392.68
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	<u>98,336.38</u>
Total Equity	<u>1,521,212.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,521,212.11</u></u>

Special Leisure Services Foundation
Balance Sheet
As of April 30, 2017

	<u>Apr 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	261,643.85
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	202,684.95
11300 · BENJAMIN EDWARDS - Other	1,054,128.23
Total 11300 · BENJAMIN EDWARDS	<u>1,256,813.18</u>
Total Checking/Savings	1,519,083.40
Other Current Assets	
12200 · Event Deposits	200.00
Total Other Current Assets	<u>200.00</u>
Total Current Assets	1,519,283.40
Other Assets	
12500 · PREPAID EXPENSES	1,499.97
Total Other Assets	<u>1,499.97</u>
TOTAL ASSETS	<u>1,520,783.37</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,405,392.68
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	97,907.64
Total Equity	<u>1,520,783.37</u>
TOTAL LIABILITIES & EQUITY	<u>1,520,783.37</u>



BENJAMIN F. EDWARDS & CO.

INVESTMENTS for GENERATIONS

One North Brentwood Blvd., Suite 850

Saint Louis, MO 63105

314-726-1600

* 0011625 03 AB 0.400 03 TR 00108 X220JD04 101100

SPECIAL LEISURE SERVICES
FOUNDATION
ATTN TRACEY CRAWFORD
3000 CENTRAL RD STE 205
ROLLING MDWS IL 60008-2551



March 1, 2017 - March 31, 2017

Account Number: ~~XXXXXX~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,241,197.97	\$1,197,097.58
Dividends, Interest and Other Income	2,575.04	4,237.64
Net Change in Portfolio	3,748.66	46,186.45
ENDING ACCOUNT VALUE	\$1,247,521.67	\$1,247,521.67
Estimated Annual Income	\$15,091.46	

Your Financial Advisor Is:

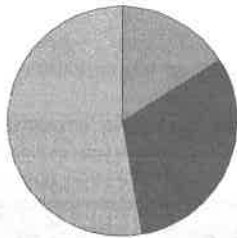
HANSON / FISHER / VANDERLUGT

(630) 871-2673

The Bank Deposits in your account are FDIC insured bank deposits.

FDIC insured bank deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). These bank deposits are covered by the Federal Deposit Insurance Corporation (FDIC), up to allowable limits.

Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
16%	Cash, Money Funds, and Bank Deposits	49,732.24	201,381.84	202,300.15
31%	Fixed Income	391,337.10	391,585.60	390,854.70
53%	Mutual Funds	756,028.24	648,230.53	654,366.82
100%	Account Total (Pie Chart)	\$1,197,097.58	\$1,241,197.97	\$1,247,521.67

Please review your allocation periodically with your Financial Advisor.

Additional Information

Description	This Period	Year-to-Date
Securities Bought and Sold	-\$1,656.73	\$148,330.27





BENJAMIN F. EDWARDS & CO.

INVESTMENTS for GENERATIONS

One North Brentwood Blvd., Suite 850
Saint Louis, MO 63105 314-726-1600

* 0124978 02 AV 0.370 02 TR 00498 X107PD09 000000

SPECIAL LEISURE SERVICES
FOUNDATION
ATTN TRACEY CRAWFORD
3000 CENTRAL RD STE 205
ROLLING MDWS IL 60008-2551



April 1, 2017 - April 30, 2017
Account Number: ~~6BRX12070~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,247,521.67	\$1,197,097.58
Dividends, Interest and Other Income	384.80	4,622.44
Net Change in Portfolio	8,906.71	55,093.16
ENDING ACCOUNT VALUE	\$1,256,813.18	\$1,256,813.18
Estimated Annual Income	\$15,137.19	

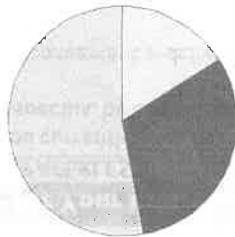
Your Financial Advisor Is:

HANSON / FISHER / VANDERLUGT
(630) 871-2673

The Bank Deposits in your account are FDIC insured bank deposits.

FDIC insured bank deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). These bank deposits are covered by the Federal Deposit Insurance Corporation (FDIC), up to allowable limits.

Asset Summary



Percent	Asset Type
16%	Cash, Money Funds, and Bank Deposits
31%	Fixed Income
53%	Mutual Funds
100%	Account Total (Pie Chart)

Please review your allocation periodically with your Financial Advisor.

	Prior Year-End	Last Period	This Period
	49,732.24	202,300.15	202,684.95
	391,337.10	390,854.70	390,554.10
	756,028.24	654,366.82	663,574.13
Total	\$1,197,097.58	\$1,247,521.67	\$1,256,813.18



**Warrant #4
Summary
April 30, 2017**

Administration	Programs	Salary	Liability/Audit/IMRF	ADA/Capital
421000 Prof. Fees	422100 Rent Municipal	424100 Full Time	441000 Liability/PDRMA	450000 ADA Compliance
421100 Office Supply	422200 Rent Commercial	424200 Part Time	442000 Audit	460000 Capital Replacement
421150 Fees	422300 Program Dev.	424300 Payroll Processing	442100 FICA	
421200 Postage	422400 Program Supply	424500 Car Allowance	442200 IMRF	
421300 Phones/Fax	422500 Comm. Trans.			
421400 Conference/Education	422600 Staff Mileage			
421500 Memberships	422700 Trans. Maint.			
421600 Health Insurance	422800 gas/tolls/parking			
421700 Maint./Utilities	422900 Printing			
421800 Rent	423000 Sub./Ads.			
421900 Computers	423100 Public Awareness			

Total for IPDLAF Accounts Payable	139,280.50
Total IPDLAF Electronic Accounts Payable (PCARDS, IMRF,ADP)	55,626.85
Total IMPREST Accounts Payable	6,675.22
	201,582.57

Motion to approve Warrant #4 dated April 30, 2017 totaling

\$201,582.57

Northwest Special Recreation Association
IPDLAF Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
21647	NWSRA	Transfer to MaxSafe 2 - HPCC Furniture Transfer to MaxSafe 2 - HPCC Furniture	10700 - IPDLAF+ 385000 - Transfer from Capital Reserve	-12,200.00 12,200.00 <u>12,200.00</u>
21648	Alexian Brothers Corporate Health Service	Invoice 621676 Invoice 621676	10700 - IPDLAF+ 441002 - Drug Tests / Physicals	-170.00 170.00 <u>170.00</u>
21649	Alexian Brothers Corporate Health Service	Invoice 620140 Invoice 620140	10700 - IPDLAF+ 441002 - Drug Tests / Physicals	-78.00 78.00 <u>78.00</u>
21650	Converged Digital Networks LLC	Invoice 83524 Invoice 83524	10700 - IPDLAF+ 421902 - Framework Support	-67.50 67.50 <u>67.50</u>
21651	NSSEO	Invoice 1795 Invoice 1795	10700 - IPDLAF+ 422106 - Weekly Programs	-202.77 202.77 <u>202.77</u>
21652	Robbins Schwartz	Invoice 273551 HAK Invoice 273551 HAK	10700 - IPDLAF+ 421002 - Legal Fees	-3,976.25 3,976.25 <u>3,976.25</u>
21653	Buffalo Grove Park District	Invoice 032417-JH01 Invoice 032417-JH01	10700 - IPDLAF+ 422102 - Leisure Education	-514.50 514.50 <u>514.50</u>
21654	NCPERS Group Life Insurance	Invoice 54360417 Invoice 54360417	10700 - IPDLAF+ 421603 - Premium	-16.00 16.00 <u>16.00</u>
21655	PDRMA	Invoice 0317132H Invoice 0317132H	10700 - IPDLAF+ 421603 - Premium	-46,343.74 46,343.74 <u>46,343.74</u>
21656	Hanover Park Park District	Rent - April 2017 Rent - April 2017	10700 - IPDLAF+ 421803 - HPPD Rental Space	-1,443.00 1,443.00 <u>1,443.00</u>
21657	Rolling Meadows Park District	Invoice 17-504 Invoice 17-504	10700 - IPDLAF+ 421701 - Condo Maintenance	-960.00 960.00 <u>960.00</u>
21658	Park Central Condo Assn.	Invoice 504 Invoice 504	10700 - IPDLAF+ 421801 - Condo Association Fee	-1,065.00 1,065.00 <u>1,065.00</u>
21660	ComEd	Acct 4629682000 3/2 - 3/31/17 Acct 4629682000 3/2 - 3/31/17	10700 - IPDLAF+ 421702 - Electric	-364.66 364.66 <u>364.66</u>
21661	Nicor Gas	Service 2/28-3/29/17 82-52-44-00007 2/28-3/29/17 92-52-44-00006 2/28-3/29/17	10700 - IPDLAF+ 421703 - Gas 421703 - Gas	-223.06 110.00 113.06 <u>223.06</u>
21662	John S. Swift Company, Inc.	Invoice 17-0095 Invoice 17-0095	10700 - IPDLAF+ 422907 - Seasonal Brochure	-4,591.66 4,591.66 <u>4,591.66</u>
21663	Hudson Energy Services, LLC	Invoice 1704000245-Svc 3/02-3/31/17	10700 - IPDLAF+	-611.82

Northwest Special Recreation Association
IPDLAF Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
		Invoice 1704000245-Svc 3/02-3/31/17	421704 · Hudson Energy	611.82
				<u>611.82</u>
21664	First Advantage Occupational Health Servi	Invoice 2526631703 Invoice 2526631703	10700 · IPDLAF+ 441002 · Drug Tests / Physicals	-7.48 7.48 <u>7.48</u>
21665	Signs Plus	Invoice 17496 Invoice 17496	10700 · IPDLAF+ 422705 · Miscellaneous	-325.00 325.00 <u>325.00</u>
21666	Bill's Auto & Truck Repair	Invoices 86810-87159 Invoices 86810-87159	10700 · IPDLAF+ 422704 · Regular / Repair Service	-3,754.21 3,754.21 <u>3,754.21</u>
21667	WEX Bank	Invoice 49404512 Invoice 49404512	10700 · IPDLAF+ 422801 · Gas	-4,440.34 4,440.34 <u>4,440.34</u>
21668	Alexian Brothers Corporate Health Service	Invoice 622816 Invoice 622816	10700 · IPDLAF+ 441002 · Drug Tests / Physicals	-237.00 237.00 <u>237.00</u>
21669	Robbins Schwartz	Invoice 274035 HAK Invoice 274035 HAK	10700 · IPDLAF+ 421002 · Legal Fees	-1,852.50 1,852.50 <u>1,852.50</u>
21670	Rolling Meadows Park District	Invoice 134100 Invoice 134100	10700 · IPDLAF+ 421707 · Miscellaneous	-277.57 277.57 <u>277.57</u>
21671	Buffalo Grove Park District	Invoice 2569 Invoice 2569	10700 · IPDLAF+ 450003 · Buffalo Grove	-396.29 396.29 <u>396.29</u>
21672	WDSRA	Invoice Daily Herald 2017 Invoice Daily Herald 2017	10700 · IPDLAF+ 423102 · Ads / Job Postings	-251.25 251.25 <u>251.25</u>
21673	NCPERS Group Life Insurance	Invoice 54360517 Invoice 54360517	10700 · IPDLAF+ 421603 · Premium	-16.00 16.00 <u>16.00</u>
21674	PDRMA	Invoice 0417132H Invoice 0417132H	10700 · IPDLAF+ 421603 · Premium	-47,009.55 47,009.55 <u>47,009.55</u>
21675	Weblinx	Invoice 24441 Invoice 24441	10700 · IPDLAF+ 421904 · Web Development	-105.00 105.00 <u>105.00</u>
21676	Nicor Gas	Svc 3/19-4/28/17 Acct 92-52-44-00006 Acct 82-52-44-00007	10700 · IPDLAF+ 421703 · Gas 421703 · Gas	-137.80 63.92 73.88 <u>137.80</u>
NEW US BANK ACCOUNT				
25001	Bill's Auto & Truck Repair	Invoices 87261-87587 Invoices 87261-87587 Invoice 87429	10700 · IPDLAF+ 422704 · Regular / Repair Service 422702 · Emergency Repair Service	-7,124.99 6,533.81 591.18 <u>7,124.99</u>

Northwest Special Recreation Association
IPDLAF Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
25002	ComEd	Acct 4629682000 3/31 - 5/1/17	10700 · IPDLAF+	-373.88
		Acct 4629682000 3/31 - 5/1/17	421702 · Electric	373.88
				<u>373.88</u>
25003	First Advantage Occupational Health Servi	Invoice 2523181704	10700 · IPDLAF+	-143.68
		Invoice 2523181704	441002 · Drug Tests / Physicals	143.68
				<u>143.68</u>
Total for Warrant #4 IPDLAF Accounts Payable				<u>139,280.50</u>

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
22505	Ari Doulas	Refund 9050 Spr 2017 Refund 9050 Spr 2017	10200 - Imprest (Harris Bank) 11600 - Money Market (Harris Bank)	-270.00 270.00 <hr/> 270.00
22506	Stella Sellers	Refund 4320 W/S 2017 Refund 4320 W/S 2017	10200 - Imprest (Harris Bank) 11600 - Money Market (Harris Bank)	-160.00 160.00 <hr/> 160.00
22507	U.S. Postal Service	2017 Summer Brochure 2017 Summer Brochure	10200 - Imprest (Harris Bank) 421201 - Postage	-297.70 297.70 <hr/> 297.70
22508	Steve Brandt	DJ - Spring Dance Clubs - Friday DJ - Spring Dance Clubs - Friday	10200 - Imprest (Harris Bank) 422201 - Clubs	-150.00 150.00 <hr/> 150.00
22509	Brian Selders	Reimb - Walmart 03/2317 Reimb - Walmart 03/2317	10200 - Imprest (Harris Bank) 421906 - Miscellaneous Hardware	-59.76 59.76 <hr/> 59.76
22510	Michele Paradise/Petty Cash Progr	3/27/17 Reimbursement Postage Due Club - Parking Dinner Club Presentation Supplies Meeting Lunch	10200 - Imprest (Harris Bank) 421201 - Postage 422201 - Clubs 422206 - Weekly Programs 422418 - Miscellaneous 450022 - Miscellaneous	-331.45 1.16 235.00 15.84 9.45 70.00 <hr/> 331.45
22511	Stella Sellers	Refund 8770 W/S 2017 Refund 8770 W/S 2017	10200 - Imprest (Harris Bank) 11600 - Money Market (Harris Bank)	-47.25 47.25 <hr/> 47.25
22512	Adatto, Ted G.	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-147.66 147.66 <hr/> 147.66
22513	Manny Aguilar	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-156.76 156.76 <hr/> 156.76
22514	Barb Bassett	mileage mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-39.59 39.59 <hr/> 39.59
22515	Mary Lou D'Astice	mileage mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-18.73 18.73 <hr/> 18.73
22516	Jessica Earhart	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-84.53 84.53 <hr/> 84.53
22517	Nicole Estrada	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-80.79 80.79 <hr/> 80.79
22518	Finger, Jayne	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-15.52 15.52 <hr/> 15.52
22519	Tori Gonzalez	Mileage Mileage	10200 - Imprest (Harris Bank) 422601 - Staff Mileage	-143.92 143.92 <hr/> 143.92

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
22520	Andrea Griffin	mileage	10200 - Imprest (Harris Bank)	-50.29
		mileage	422601 - Staff Mileage	50.29
				<u>50.29</u>
22521	Horton, Jenna	Mileage	10200 - Imprest (Harris Bank)	-29.96
		Mileage	422601 - Staff Mileage	29.96
				<u>29.96</u>
22522	Rachel Hubsch	mileage	10200 - Imprest (Harris Bank)	-120.91
		mileage	422601 - Staff Mileage	120.91
				<u>120.91</u>
22523	Mackenzie Irelan	mileage	10200 - Imprest (Harris Bank)	-77.58
		mileage	422601 - Staff Mileage	77.58
				<u>77.58</u>
22524	Lauren Jevaney	mileage	10200 - Imprest (Harris Bank)	-68.48
		mileage	422601 - Staff Mileage	68.48
				<u>68.48</u>
22525	Summer Krones	Mileage	10200 - Imprest (Harris Bank)	-73.30
		Mileage	422601 - Staff Mileage	73.30
				<u>73.30</u>
22526	Cortney Lucente	Mileage	10200 - Imprest (Harris Bank)	-96.30
		Mileage	422601 - Staff Mileage	96.30
				<u>96.30</u>
22527	Renee Miles	Mileage	10200 - Imprest (Harris Bank)	-36.38
		Mileage	422601 - Staff Mileage	36.38
				<u>36.38</u>
22528	Jacklyn Moore	Mileage	10200 - Imprest (Harris Bank)	-41.73
		Mileage	422601 - Staff Mileage	41.73
				<u>41.73</u>
22529	Trisha Palmieri	Mileage	10200 - Imprest (Harris Bank)	-11.77
		Mileage	422601 - Staff Mileage	11.77
				<u>11.77</u>
22530	Katrina Place	mileage	10200 - Imprest (Harris Bank)	-136.43
		mileage	422601 - Staff Mileage	136.43
				<u>136.43</u>
22531	Megan Quandt	mileage	10200 - Imprest (Harris Bank)	-50.83
		mileage	422601 - Staff Mileage	50.83
				<u>50.83</u>
22532	Michael Rusin	Mileage	10200 - Imprest (Harris Bank)	-10.17
		Mileage	422601 - Staff Mileage	10.17
				<u>10.17</u>
22533	Jodi Schultz	Mileage	10200 - Imprest (Harris Bank)	-97.91
		Mileage	422601 - Staff Mileage	97.91
				<u>97.91</u>
22534	Snyder, Joann	Mileage	10200 - Imprest (Harris Bank)	-61.53
		Mileage	422601 - Staff Mileage	61.53
				<u>61.53</u>
22535	Cathy Splett	Mileage	10200 - Imprest (Harris Bank)	-16.37
		Mileage	422601 - Staff Mileage	16.37
				<u>16.37</u>

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
				16.37
22536	Erica Stanko	Mileage	10200 - Imprest (Harris Bank)	-47.62
		Mileage	422601 - Staff Mileage	47.62
				<u>47.62</u>
22537	Elizabeth Thomas	mileage	10200 - Imprest (Harris Bank)	-44.94
		mileage	422601 - Staff Mileage	44.94
				<u>44.94</u>
22538	Theresa Waite	Mileage	10200 - Imprest (Harris Bank)	-77.58
		Mileage	422601 - Staff Mileage	77.58
				<u>77.58</u>
22539	Werhane, Montana	Mileage	10200 - Imprest (Harris Bank)	-85.07
		Mileage	422601 - Staff Mileage	85.07
				<u>85.07</u>
22540	Wright, Jocelyn	mileage	10200 - Imprest (Harris Bank)	-52.43
		Mileage	422601 - Staff Mileage	52.43
				<u>52.43</u>
22541	Renee Miles	Mileage & Key Deposit	10200 - Imprest (Harris Bank)	-84.78
		Mileage	422601 - Staff Mileage	34.78
		Key Deposit	21600 - Security Deposits	50.00
				<u>84.78</u>
22542	Sherry Gach	Key Deposit	10200 - Imprest (Harris Bank)	-50.00
		Key Deposit	21600 - Security Deposits	50.00
				<u>50.00</u>
22543	Elizabeth Luszczyk	Interpreter - 3/5 - 3/19/17	10200 - Imprest (Harris Bank)	-108.00
		Interpreter - 3/5 - 3/19/17	450001 - Arlington Heights	108.00
				<u>108.00</u>
22544	U.S. Postal Service	Postage 4/17/17	10200 - Imprest (Harris Bank)	-1,000.00
		Postage 4/17/17	421201 - Postage	1,000.00
				<u>1,000.00</u>
22545	Barb Bassett	mileage	10200 - Imprest (Harris Bank)	-55.64
		mileage	422601 - Staff Mileage	55.64
				<u>55.64</u>
22546	Trisha Breitlow	Mileage	10200 - Imprest (Harris Bank)	-10.70
		Mileage	422601 - Staff Mileage	10.70
				<u>10.70</u>
22547	Mary Lou D'Astice	mileage	10200 - Imprest (Harris Bank)	-17.12
		mileage	422601 - Staff Mileage	17.12
				<u>17.12</u>
22548	Dieschbourg, Ryan	Mileage	10200 - Imprest (Harris Bank)	-56.71
		Mileage	422601 - Staff Mileage	56.71
				<u>56.71</u>
22549	Finger, Jayne	Mileage	10200 - Imprest (Harris Bank)	-35.31
		Mileage	422601 - Staff Mileage	35.31
				<u>35.31</u>
22550	Andrea Griffin	mileage	10200 - Imprest (Harris Bank)	-54.57
		mileage	422601 - Staff Mileage	54.57
				<u>54.57</u>

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
22551	Horton, Jenna	Mileage	10200 - Imprest (Harris Bank)	-62.06
		Mileage	422601 - Staff Mileage	62.06
				<u>62.06</u>
22552	Mackenzie Irelan	mileage	10200 - Imprest (Harris Bank)	-46.55
		mileage	422601 - Staff Mileage	46.55
				<u>46.55</u>
22553	Krones, Summer R.	Mileage	10200 - Imprest (Harris Bank)	-115.56
		Mileage	422601 - Staff Mileage	115.56
				<u>115.56</u>
22554	Jacklyn Moore	Mileage	10200 - Imprest (Harris Bank)	-25.68
		Mileage	422601 - Staff Mileage	25.68
				<u>25.68</u>
22555	Trisha Palmieri	Mileage	10200 - Imprest (Harris Bank)	-21.94
		Mileage	422601 - Staff Mileage	21.94
				<u>21.94</u>
22556	Michael Rusin	Mileage	10200 - Imprest (Harris Bank)	-48.15
		Mileage	422601 - Staff Mileage	48.15
				<u>48.15</u>
22557	Jodi Schultz	Mileage	10200 - Imprest (Harris Bank)	-46.55
		Mileage	422601 - Staff Mileage	46.55
				<u>46.55</u>
22558	Cathy Splett	Mileage	10200 - Imprest (Harris Bank)	-39.91
		Mileage	422601 - Staff Mileage	39.91
				<u>39.91</u>
22559	Elizabeth Thomas	mileage	10200 - Imprest (Harris Bank)	-42.27
		mileage	422601 - Staff Mileage	42.27
				<u>42.27</u>
22560	Theresa Waite	Mileage	10200 - Imprest (Harris Bank)	-81.86
		Mileage	422601 - Staff Mileage	81.86
				<u>81.86</u>
22561	Adatto, Ted G.	Mileage	10200 - Imprest (Harris Bank)	-57.25
		Mileage	422601 - Staff Mileage	57.25
				<u>57.25</u>
22562	Lauren Jevaney	mileage	10200 - Imprest (Harris Bank)	-62.60
		mileage	422601 - Staff Mileage	62.60
				<u>62.60</u>
22563	Paradise, Michele	Mileage	10200 - Imprest (Harris Bank)	-25.68
		Mileage	422601 - Staff Mileage	25.68
				<u>25.68</u>
22564	Werhane, Montana	Mileage	10200 - Imprest (Harris Bank)	-94.16
		Mileage	422601 - Staff Mileage	94.16
				<u>94.16</u>
22565	Wright, Jocelyn	mileage	10200 - Imprest (Harris Bank)	-45.48
		Mileage	422601 - Staff Mileage	45.48
				<u>45.48</u>
22566	Horton, Jenna	Key Deposit	10200 - Imprest (Harris Bank)	-50.00
		Key Deposit	21600 - Security Deposits	50.00
				<u>50.00</u>

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #4
April 30, 2017

Num	Name	Memo	Account	Amount
22567	Manny Aguilar	Mileage	10200 - Imprest (Harris Bank)	-155.15
		Mileage	422601 - Staff Mileage	155.15
				<u>155.15</u>
22568	Jessica Earhart	Mileage	10200 - Imprest (Harris Bank)	-63.67
		Mileage	422601 - Staff Mileage	63.67
				<u>63.67</u>
22569	Nicole Estrada	Mileage	10200 - Imprest (Harris Bank)	-73.83
		Mileage	422601 - Staff Mileage	73.83
				<u>73.83</u>
22570	Tori Gonzalez	Mileage	10200 - Imprest (Harris Bank)	-110.21
		Mileage	422601 - Staff Mileage	110.21
				<u>110.21</u>
22571	Rachel Hubsch	mileage	10200 - Imprest (Harris Bank)	-152.48
		mileage	422601 - Staff Mileage	152.48
				<u>152.48</u>
22572	Cortney Lucente	Mileage	10200 - Imprest (Harris Bank)	-60.94
		Mileage	422601 - Staff Mileage	60.94
				<u>60.94</u>
22573	Katrina Place	mileage	10200 - Imprest (Harris Bank)	-107.00
		mileage	422601 - Staff Mileage	107.00
				<u>107.00</u>
22574	Megan Quandt	mileage	10200 - Imprest (Harris Bank)	-58.85
		mileage	422601 - Staff Mileage	58.85
				<u>58.85</u>
22575	Erica Stanko	Mileage	10200 - Imprest (Harris Bank)	-93.09
		Mileage	422601 - Staff Mileage	93.09
				<u>93.09</u>
22576	Stella Sellers	Refund 1834-38 W/S 2017	10200 - Imprest (Harris Bank)	-75.00
		Refund 1834-38 W/S 2017	11600 - Money Market (Harris Bank)	75.00
				<u>75.00</u>
22577	Snyder, Joann	Mileage	10200 - Imprest (Harris Bank)	-95.23
		Mileage	422601 - Staff Mileage	95.23
				<u>95.23</u>
Total Warrant #4 IMPREST Accounts Payable				6,675.22

**Northwest Special Recreation Association IPDLAF Electronic Accounts Payable
Warrant #4
April 30, 2017**

Vendor	Description	Account	Amount
IMRF	March 2017	442201	44,016.20
ADP	FSA Monthly - February	424303	120.18
	FSA Monthly - March	424303	120.18
	Payroll 3/17/17	424301	141.95
	Payroll 3/17/17	424302	580.17
	Payroll 3/31/17	424301	141.95
	Payroll 3/31/17	424302	617.97
	Payroll 4/14/17	424301	141.95
	Payroll 4/14/17	424302	583.95
	Payroll 4/28/17	424301	141.95
	Payroll 4/28/17	424302	583.95
			3,174.20
Excalibur	Support - 159259	421902	2,423.70
	Support - 159471	421906	396.95
	Support - 159524	421902	255.00
	Support - 159590	421902	255.00
	Support - 159617	421906	491.00
	Support - 159622	421905	77.35
	Support - 159647	421902	255.00
	Support - 160161	421902	2,402.45
	Support - 160312	421902	297.50
	Support - 160325	421902	817.50
	Support - 160523	421902	255.00
	Support - 160619	421902	255.00
	Support - 160657	421902	255.00
			8,436.45
BMO Solutions			
Name Badges	Office Supplies	421104	29.97
Authorize.net	Office Supplies	421152	20.70
Pitney Bowes	Postage	421202	462.00
Verizon	Telephone/Fax	421301	224.25
Aldo	Conference/Education	421400	27.94
American	Conference/Education	421400	810.44
Café Martarano	Conference/Education	421400	97.86
Champs	Conference/Education	421400	58.17
Convention Cnt	Conference/Education	421400	17.00
Galloway	Conference/Education	421400	298.70
Great American Bagel	Conference/Education	421400	28.82
Harris Destinations	Conference/Education	421400	39.13
Holiday Inn	Conference/Education	421400	12.00
Irving Convention	Conference/Education	421400	21.00
Jimmy Buffet	Conference/Education	421400	70.89
SQ Trans	Conference/Education	421400	46.00
Starbucks	Conference/Education	421400	44.68
Supershuttle	Conference/Education	421400	-76.70
Twisted Root Burger	Conference/Education	421400	35.27
IPRA	Conference/Education	421402	70.00
PDRMA	Conference/Education	421403	40.00

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

Warrant #4

April 30, 2017

Vendor	Description	Account	Amount
IAPD	Conference/Education	421404	201.00
Toscana	Conference/Education	421405	28.04
Dunkin Donuts	Conference/Education	421406	23.88
Egglectic	Conference/Education	421406	70.21
Hanover Park Foundation	Conference/Education	421406	120.00
Jimmy John's	Conference/Education	421406	82.67
PayPal	Conference/Education	421407	20.00
PDRMA	Conference/Education	421407	20.00
American Red Cross	Memberships	421510	38.00
AAPRA	Memberships	421513	200.00
Amazon	Memberships	421513	99.00
AT&T	Maintenance/Utilities	421706	60.00
Comcast	Maintenance/Utilities	421706	397.37
360 Web Security	Computer	421905	59.98
Network Solutions	Computer	421905	699.50
Moretti's	Rental Commercial	422201	750.18
Sears Center	Rental Commercial	422201	240.00
Arlington Lanes	Rental Commercial	422201	78.75
Sears Center	Rental Commercial	422201	180.00
Sears Center	Rental Commercial	422201	165.00
Sears Center	Rental Commercial	422201	240.00
El Sombrero	Rental Commercial	422201	252.50
Sears Center	Rental Commercial	422201	285.00
Sears Center	Rental Commercial	422201	105.00
Streamwood Bowl	Rental Commercial	422202	25.00
Arlington Lanes	Rental Commercial	422202	13.50
Arlington Lanes	Rental Commercial	422202	13.50
Sky Centers	Rental Commercial	422202	39.00
Arlington Lanes	Rental Commercial	422202	15.75
Arlington Lanes	Rental Commercial	422202	9.00
JP Martial Arts	Rental Commercial	422202	47.25
JP Martial Arts	Rental Commercial	422202	20.25
Poplar Creek Bowl	Rental Commercial	422202	51.30
Poplar Creek Bowl	Rental Commercial	422202	51.30
Poplar Creek Bowl	Rental Commercial	422202	51.30
Arlington Lanes	Rental Commercial	422202	27.00
Streamwood Bowl	Rental Commercial	422202	36.00
Sky Centers	Rental Commercial	422202	91.00
Brunswick Zone	Rental Commercial	422202	24.75
Brunswick Zone	Rental Commercial	422202	33.00
Arlington Lanes	Rental Commercial	422202	6.75
Dave & Buster's	Rental Commercial	422204	-150.85
Arlington Lanes	Rental Commercial	422204	33.75
Arlington Lanes	Rental Commercial	422204	45.85
Levy United Center	Rental Commercial	422204	15.00
United Center Concessions	Rental Commercial	422204	100.50
Chicago Cubs	Rental Commercial	422204	957.00
Main Event	Rental Commercial	422204	250.00
Comfort Suites	Rental Commercial	422204	2,679.04
Jimmy John's	Rental Commercial	422204	13.00
McDonald's	Rental Commercial	422204	66.35
Rosati's Pizza	Rental Commercial	422204	231.39

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

Warrant #4

April 30, 2017

Vendor	Description	Account	Amount
Wendy's	Rental Commercial	422204	9.09
Burger King	Rental Commercial	422204	11.90
Wonder Works	Rental Commercial	422205	20.00
Arlington Lanes	Rental Commercial	422206	127.42
Arlington Lanes	Rental Commercial	422206	198.49
Brunswick Zone	Rental Commercial	422206	613.25
Streamwood Bowl	Rental Commercial	422206	277.00
Picture Show	Rental Commercial	422206	35.75
Brunswick Zone	Rental Commercial	422206	11.00
Steak N Shake	Rental Commercial	422206	16.18
Lowe's	Rental Commercial	422206	11.31
Arlington Cake Box	Rental Commercial	422206	21.06
Nickle City	Rental Commercial	422206	5.00
Wa Pa Ghatti's	Rental Commercial	422206	84.00
Game Works	Rental Commercial	422206	34.25
Picture Show	Rental Commercial	422206	13.75
Menchie's	Rental Commercial	422206	53.51
Thrown Elements	Rental Commercial	422206	95.00
Poplar Creek Bowl	Rental Commercial	422206	230.75
Arlington Lanes	Rental Commercial	422206	69.75
Moretti's	Rental Commercial	422206	17.78
Elk Grove Bowl	Rental Commercial	422206	3,378.00
Arlington Lanes	Rental Commercial	422206	231.75
Brunswick Zone	Rental Commercial	422206	269.50
Gus's Diner	Rental Commercial	422206	13.95
Bensenville Theater	Rental Commercial	422209	324.00
Schaumburg Boomers	Rental Commercial	422209	243.00
Sherwin Williams	Program Development	422303	4.98
GFS Store	Program Supplies	422401	235.77
Dollar Tree	Program Supplies	422401	11.00
Hobby Lobby	Program Supplies	422401	85.62
Jewel-Osco	Program Supplies	422401	27.58
Walmart	Program Supplies	422401	62.26
Dollar Tree	Program Supplies	422401	92.00
Gordon	Program Supplies	422401	168.58
Jewel-Osco	Program Supplies	422401	32.41
Dollar Tree	Program Supplies	422401	8.00
Jewel-Osco	Program Supplies	422401	30.42
Jewel-Osco	Program Supplies	422401	39.80
Jewel-Osco	Program Supplies	422402	14.18
Aldi	Program Supplies	422402	7.05
Jewel-Osco	Program Supplies	422402	3.25
Aldi	Program Supplies	422402	7.04
Jewel-Osco	Program Supplies	422402	3.24
Dollar Tree	Program Supplies	422404	9.00
Little Caesars	Program Supplies	422404	10.00
Dollar Tree	Program Supplies	422404	7.00
Dollar Tree	Program Supplies	422405	20.00
Jewel-Osco	Program Supplies	422405	27.12
Dollar Tree	Program Supplies	422405	17.00
Dollar Tree	Program Supplies	422405	5.00
Jewel-Osco	Program Supplies	422405	13.84

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

Warrant #4

April 30, 2017

Vendor	Description	Account	Amount
Hobby Lobby	Program Supplies	422406	66.60
Dollar Tree	Program Supplies	422406	6.00
Hobby Lobby	Program Supplies	422406	18.95
Jewel-Osco	Program Supplies	422406	19.39
Walmart	Program Supplies	422406	13.72
Jewel-Osco	Program Supplies	422406	24.43
Walmart	Program Supplies	422406	5.66
Walmart	Program Supplies	422406	5.97
Dollar Tree	Program Supplies	422406	49.00
Jewel-Osco	Program Supplies	422406	50.92
Dollar Tree	Program Supplies	422406	8.00
Amazon	Program Supplies	422406	43.93
Aldi	Program Supplies	422406	203.35
Jewel-Osco	Program Supplies	422406	10.28
Walmart	Program Supplies	422406	23.32
Aldi	Program Supplies	422406	74.81
Moretti's	Rental Commercial	422406	56.87
Dick's Sporting Goods	Program Supplies	422406	29.97
Jewel-Osco	Program Supplies	422406	167.58
Aldi	Program Supplies	422406	102.74
Walmart	Program Supplies	422406	16.38
Aldi	Program Supplies	422406	116.97
Walmart	Program Supplies	422406	14.07
Dollar Tree	Program Supplies	422406	9.00
Aldi	Program Supplies	422406	162.67
Jewel-Osco	Program Supplies	422406	39.18
Walmart	Program Supplies	422406	19.84
Jewel-Osco	Program Supplies	422406	13.22
Walmart	Program Supplies	422406	12.15
Ace Hardware	Program Supplies	422406	63.96
Home Depot	Program Supplies	422409	28.82
Jewel-Osco	Program Supplies	422409	57.82
Meijer	Program Supplies	422409	34.48
Walmart	Program Supplies	422409	23.76
Lancaster Archery	Program Supplies	422417	25.93
Amazon	Program Supplies	422417	84.40
GCI Woodwind	Program Supplies	422417	119.98
Healthy Kin	Program Supplies	422418	34.80
PB Payment Services (KM)	Printing	422901	369.35
KM Business	Printing	422902	1,023.93
PB Payment Services (KM)	Printing	422902	404.43
Lewis Paper Place	Printing	422904	1,367.50
Benefax	Printing	422905	399.00
KM Business	Printing	422906	648.31
Allegra Printing	Printing	422908	38.25
Deluxe	Printing	422908	562.76
iStock	Printing	422909	33.00
Indeed	Public Awareness	423102	50.00
Facebook	Public Awareness	423104	196.24
Daily Herald	Public Awareness	423108	42.00
Amazon	ADA Compliance	450005	24.50
Amazon	ADA Compliance	450006	44.60

**Northwest Special Recreation Association IPDLAF Electronic Accounts Payable
Warrant #4
April 30, 2017**

Vendor	Description	Account	Amount
Amazon	ADA Compliance	450010	24.97
Amazon	ADA Compliance	450012	31.98
Amazon	ADA Compliance	450013	24.50
			26,093.70
Total Warrant #4 for Electronic Accounts Payable			55,626.85

**Warrant #5
Summary
May 24, 2017**

Administration	Programs	Salary	Liability/Audit/IMRF	ADA/Capital
421000 Prof. Fees	422100 Rent Municipal	424100 Full Time	441000 Liability/PDRMA	450000 ADA Compliance
421100 Office Supply	422200 Rent Commercial	424200 Part Time	442000 Audit	460000 Capital Replacement
421150 Fees	422300 Program Dev.	424300 Payroll Processing	442100 FICA	
421200 Postage	422400 Program Supply	424500 Car Allowance	442200 IMRF	
421300 Phones/Fax	422500 Comm. Trans.			
421400 Conference/Education	422600 Staff Mileage			
421500 Memberships	422700 Trans. Maint.			
421600 Health Insurance	422800 gas/tolls/parking			
421700 Maint./Utilities	422900 Printing			
421800 Rent	423000 Sub./Ads.			
421900 Computers	423100 Public Awareness			

Total for IPDLAF Accounts Payable	15,743.25
Total IPDLAF Electronic Accounts Payable (PCARDS, IMRF,ADP)	53,389.47
Total IMPREST Accounts Payable	400.50
	69,533.22

Motion to approve Warrant #5 dated May 24, 2017 totaling

\$69,533.22

Northwest Special Recreation Association
IPDLAF Accounts Payable
Warrant #5
May 24, 2017

Num	Name	Memo	Account	Amount
21677	Hanover Park Park District	Rent - May 2017 Rent - May 2017	10700 - IPDLAF+ 421803 - HPPD Rental Space	-1,443.00 1,443.00 <u>1,443.00</u>
21678	Rolling Meadows Park District	Invoice 17-505 Invoice 17-505	10700 - IPDLAF+ 421701 - Condo Maintenance	-960.00 960.00 <u>960.00</u>
21679	Park Central Condo Assn.	Invoice 505 Invoice 505	10700 - IPDLAF+ 421801 - Condo Association Fee	-1,065.00 1,065.00 <u>1,065.00</u>
NEW US BANK ACCOUNT				
25000	Lauterbach & Amen, LLP	Invoice 21761 Invoice 21761	10700 - IPDLAF+ 442001 - Audit	-4,000.00 4,000.00 <u>4,000.00</u>
25004	Alexian Brothers Corporate Health Service	Invoice 624814 & 626276 Invoice 624814 & 626276	10700 - IPDLAF+ 441002 - Drug Tests / Physicals	-100.00 100.00 <u>100.00</u>
25005	Buffalo Grove Park District	Invoice 2573 Invoice 2573	10700 - IPDLAF+ 450003 - Buffalo Grove	-245.44 245.44 <u>245.44</u>
25006	Dragon Guan LLC	Invoice 22 Invoice 22	10700 - IPDLAF+ 422206 - Weekly Programs	-2,000.00 2,000.00 <u>2,000.00</u>
25007	Hudson Energy Services, LLC	Invoice 1705000045-Svc 3/31 - 5/1/17 Invoice 1705000045-Svc 3/31 - 5/1/17	10700 - IPDLAF+ 421704 - Hudson Energy	-321.06 321.06 <u>321.06</u>
25008	Illinois Tollway	Acct 2858 - Invoice G121...839 Acct 2858 - Invoice G121...839	10700 - IPDLAF+ 422802 - Tolls	-800.40 800.40 <u>800.40</u>
25009	Management Association	Invoice FY18-71553 Invoice FY18-71553	10700 - IPDLAF+ 421001 - HR Consulting Services	-980.00 980.00 <u>980.00</u>
25010	NSSEO	Invoice 1802 Invoice 1802	10700 - IPDLAF+ 422106 - Weekly Programs	-484.40 484.40 <u>484.40</u>
25011	WEX Bank	Invoice 49762120 Invoice 49762120	10700 - IPDLAF+ 422801 - Gas	-3,343.95 3,343.95 <u>3,343.95</u>
Total for Warrant #5 IPDLAF Accounts Payable				15,743.25

Northwest Special Recreation Association
IMPREST Accounts Payable
Warrant #5
May 24, 2017

Num	Name	Memo	Account	Amount
22578	Elizabeth Luszczuk	WCD 4/9 - 5/5/17	10200 - Imprest (Harris Bank)	-160.50
		WCD 4/9 - 5/5/17	450001 - Arlington Heights	160.50
				<u>160.50</u>
22579	South Barrington Park District	J Oliveri 3/22-4/29/17	10200 - Imprest (Harris Bank)	-240.00
		J Oliveri 3/22-4/29/17	450015 - South Barrington	240.00
				<u>240.00</u>
Total Warrant #5 IMPREST Accounts Payable				<u>400.50</u>

**Northwest Special Recreation Association IPDLAF Electronic Accounts Payable
Warrant #5
May 24, 2017**

Vendor	Description	Account	Amount
IMRF	April 2017	442201	30,039.23
ADP	FSA Monthly - April	424303	120.18
	FSA Annual Renewal Fee	424303	261.25
	Payroll 5/12/17	424301	141.95
	Payroll 5/12/17	424302	<u>583.95</u>
			1,107.33
Excalibur			<u>0.00</u>
BMO Solutions			
Webstaurant	Office Supplies	421101	229.99
Henning Bros.	Office Supplies	421103	32.40
Amazon	Office Supplies	421105	37.17
Michaels	Office Supplies	421105	30.24
Michaels	Office Supplies	421105	9.59
Amazon	Office Supplies	421105	10.99
Best Buy	Office Supplies	421106	-8.00
Best Buy	Office Supplies	421106	87.99
Authorize.net	Office Supplies	421152	22.60
Sharon Devo	Postage	421201	23.75
Verizon	Telephone/Fax	421301	93.82
Verizon	Telephone/Fax	421302	130.08
1st Comm.	Telephone/Fax	421304	368.53
1st Comm.	Telephone/Fax	421304	387.45
Toscana	Conference/Education	421405	30.00
Sams	Conference/Education	421405	30.00
Walker Bros.	Conference/Education	421406	43.82
Maggiano's	Conference/Education	421406	375.44
Brunch Café	Conference/Education	421406	39.53
Sams	Conference/Education	421406	32.70
IPRA	Conference/Education	421406	24.00
Jimmy Johns	Conference/Education	421406	111.06
Jewel	Conference/Education	421406	18.96
IRPA	Conference/Education	421406	24.00
Jimmy Johns	Conference/Education	421406	51.02
Jewel	Conference/Education	421406	29.48
Gr. American Bagel	Conference/Education	421406	20.92
Handle with Care	Conference/Education	421407	900.00
USTA	Conference/Education	421407	15.00
Harper College	Conference/Education	421407	1.00
USTA Midwest	Conference/Education	421407	15.00
Airport Parking	Memberships/Certifications	421501	44.07
Indochine	Memberships/Certifications	421501	55.35
Lot A Pay	Memberships/Certifications	421501	140.00
American	Memberships/Certifications	421501	25.00
IPRA	Memberships/Certifications	421507	24.00
CPI	Memberships/Certifications	421510	150.00

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

**Warrant #5
May 24, 2017**

Vendor	Description	Account	Amount
Amazon	Memberships/Certifications	421513	-99.00
Comcast	Maintenance/Utilities	421706	249.20
Comcast	Maintenance/Utilities	421706	162.58
Comcast	Maintenance/Utilities	421706	316.66
AT&T	Maintenance/Utilities	421706	60.00
360 Web	Computers	421905	59.98
Dropbox	Computers	421905	99.00
Survey Monkey	Computers	421905	261.99
Menards	Computers	421906	14.73
Elgin History Museum	Rental Municipal	422106	50.00
Moretti's	Commercial Expense	422201	386.40
Thrown Elements	Commercial Expense	422201	36.00
Sky Center	Commercial Expense	422202	130.00
Streamwood Bowl	Commercial Expense	422202	10.00
Brunswick Zone	Commercial Expense	422202	16.50
Arlington Lanes	Commercial Expense	422202	11.25
Arlington Lanes	Commercial Expense	422202	13.50
Elk Grove Bowl	Commercial Expense	422202	859.00
Arlington Lanes	Commercial Expense	422202	49.50
Sky Center	Commercial Expense	422202	65.00
Gameworks	Commercial Expense	422204	145.69
Mc Donalds	Commercial Expense	422205	1.34
Jelly Belly	Commercial Expense	422205	6.33
Mc Donalds	Commercial Expense	422205	33.18
Bensenville	Commercial Expense	422205	110.00
Jelly Belly	Commercial Expense	422205	33.06
Brunswick Zone	Commercial Expense	422206	200.75
Thrown Elements	Commercial Expense	422206	285.00
Olive Garden	Commercial Expense	422206	57.07
Thrown Elements	Commercial Expense	422206	150.00
Streamwood Bowl	Commercial Expense	422206	106.00
Streamwood Bowl	Commercial Expense	422206	132.50
Arlington Lanes	Commercial Expense	422206	54.00
Arlington Lanes	Commercial Expense	422206	63.00
Arlington Lanes	Commercial Expense	422206	54.00
Brookfield Zoo	Commercial Expense	422206	337.45
Brookfield Zoo	Commercial Expense	422206	15.00
Arlington Lanes	Commercial Expense	422206	54.00
Brunswick Zone	Commercial Expense	422206	222.75
Arlington Lanes	Commercial Expense	422206	13.50
Arlington Lanes	Commercial Expense	422206	15.47
Arlington Lanes	Commercial Expense	422206	18.97
Arlington Lanes	Commercial Expense	422206	22.50
Arlington Lanes	Commercial Expense	422206	22.50
Arlington Lanes	Commercial Expense	422206	20.25
Steak and Shake	Commercial Expense	422206	5.84
Arlington Lanes	Commercial Expense	422206	36.00
Arlington Lanes	Commercial Expense	422206	17.09
Arlington Lanes	Commercial Expense	422206	40.50
Arlington Lanes	Commercial Expense	422206	17.09
Arlington Lanes	Commercial Expense	422206	38.25
Arlington Lanes	Commercial Expense	422206	17.09

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

**Warrant #5
May 24, 2017**

Vendor	Description	Account	Amount
Arlington Lanes	Commercial Expense	422206	14.70
Arlington Lanes	Commercial Expense	422206	40.50
Popular Creek Bowl	Commercial Expense	422206	57.00
Brunswick Zone	Commercial Expense	422206	173.25
Popular Creek Bowl	Commercial Expense	422206	62.70
Popular Creek Bowl	Commercial Expense	422206	55.82
Brunswick Zone	Commercial Expense	422206	66.00
Oberweis	Commercial Expense	422206	33.38
Ellys	Commercial Expense	422206	11.49
Elk Grove Bowl	Commercial Expense	422206	871.00
Arlington Lanes	Commercial Expense	422206	65.25
Elk Grove Bowl	Commercial Expense	422206	855.00
Elk Grove Bowl	Commercial Expense	422206	863.00
Brunswick Zone	Commercial Expense	422206	74.25
Arlington Lanes	Commercial Expense	422206	18.00
Congo River Golf	Commercial Expense	422206	71.40
Streamwood Bowl	Commercial Expense	422206	106.00
Bowlero	Commercial Expense	422208	363.67
Bowlero	Commercial Expense	422208	851.10
Bensenville Theatre	Commercial Expense	422209	162.00
Gigi's Playhouse	Commercial Expense	422209	24.64
Bensenville Theatre	Commercial Expense	422209	144.00
Cosley Zoo	Commercial Expense	422209	159.00
Jewel	Program Development	422303	21.98
Jewel	Supplies	422401	59.13
Jewel	Supplies	422401	61.20
Jewel	Supplies	422401	171.39
Jewel	Supplies	422401	62.00
Dollar Tree	Supplies	422402	13.00
Jewel	Supplies	422402	5.98
Jewel	Supplies	422402	3.85
Jewel	Supplies	422402	25.70
Jewel	Supplies	422402	15.36
Jewel	Supplies	422402	15.35
Dollar Tree	Supplies	422402	16.00
Jewel	Supplies	422402	6.48
Jewel	Supplies	422402	35.86
Jewel	Supplies	422402	18.75
Jewel	Supplies	422402	22.40
Jewel	Supplies	422402	3.61
Aldi	Supplies	422402	11.80
Little Ceasers	Supplies	422404	25.00
Walgreens	Supplies	422405	12.98
Jewel	Supplies	422406	7.15
Dollar Tree	Supplies	422406	2.16
Dollar Tree	Supplies	422406	6.00
Dollar Tree	Supplies	422406	5.00
Jewel	Supplies	422406	4.29
Amazon	Supplies	422406	11.90
Dollar Tree	Supplies	422406	5.00
Dollar Tree	Supplies	422406	16.00
Aldi	Supplies	422406	58.55

Northwest Special Recreation Association IPDLAF Electronic Accounts Payable

**Warrant #5
May 24, 2017**

Vendor	Description	Account	Amount
Jewel	Supplies	422406	8.00
Aldi	Supplies	422406	31.52
Aldi	Supplies	422406	51.72
Aldi	Supplies	422406	19.05
Aldi	Supplies	422406	24.50
Aldi	Supplies	422406	32.66
Walmart	Supplies	422406	33.31
Walmart	Supplies	422406	12.27
Walmart	Supplies	422406	15.78
Walmart	Supplies	422406	21.05
Jewel	Supplies	422406	25.65
Aldi	Supplies	422406	43.10
Aldi	Supplies	422406	20.55
Aldi	Supplies	422406	15.98
Aldi	Supplies	422406	27.40
Walmart	Supplies	422406	27.34
Aldi	Supplies	422406	56.93
Aldi	Supplies	422406	26.97
Aldi	Supplies	422406	20.97
Aldi	Supplies	422406	35.95
Walmart	Supplies	422406	18.30
Walmart	Supplies	422406	18.30
Aldi	Supplies	422406	58.15
Aldi	Supplies	422406	27.55
Aldi	Supplies	422406	21.43
Aldi	Supplies	422406	36.73
Jewel	Supplies	422406	128.76
Ultimate Screen Printing	Supplies	422406	180.75
Ultimate Screen Printing	Supplies	422406	295.00
Michaels	Supplies	422406	12.34
Michaels	Supplies	422406	16.42
Dollar Tree	Supplies	422406	14.00
Jewel	Supplies	422406	33.29
Jewel	Supplies	422406	27.16
Dollar Tree	Supplies	422406	5.00
Walmart	Supplies	422406	15.67
Meijer	Supplies	422409	10.00
Jewel	Supplies	422409	29.37
Jewel	Supplies	422409	16.60
Meijer	Supplies	422409	7.72
Meijer	Supplies	422409	23.03
Meijer	Supplies	422409	40.62
Jewel	Supplies	422409	27.34
Jewel	Supplies	422409	30.55
Walmart	Supplies	422409	23.76
Target	Supplies	422409	13.79
Deman Design	Supplies	422417	770.36
Walmart	Supplies	422417	49.04
Handilife Sports	Supplies	422417	232.91
Walmart	Supplies	422418	53.79
Aldi	Supplies	422418	28.22
Ultimate Screen Printing	Supplies	422419	444.20

**Northwest Special Recreation Association IPDLAF Electronic Accounts Payable
Warrant #5
May 24, 2017**

Vendor	Description	Account	Amount
PB Payment Services	Printing	422901	369.35
KM Business	Printing	422902	1,067.00
KM Business	Printing	422902	144.53
KM Business	Printing	422906	497.98
Edible Arrang	Public/Awarness	423101	46.00
ProFlowers	Public/Awarness	423101	67.94
IPRA	Public/Awarness	423102	165.00
Boxwood Technology	Public/Awarness	423102	276.00
Boxwood Technology	Public/Awarness	423102	70.00
Shaker Recruitment	Public/Awarness	423102	325.00
IPRA	Public/Awarness	423102	165.00
Monster	Public/Awarness	423102	279.00
Indeed	Public/Awarness	423102	150.00
Facebook	Public/Awarness	423104	218.09
Jewel	Public/Awarness	423106	33.00
Jason's Deli	Public/Awarness	423106	123.28
Daily Herald	Public/Awarness	423108	42.00
Daily Herald	Public/Awarness	423108	42.00
Target	ADA Compliance	450006	22.96
Amazon	ADA Compliance	450012	29.49
Uline	ADA Compliance	450014	149.79
Amazon	ADA Compliance	450014	16.56
Walgreens	ADA Compliance	450021	29.97
Jewel	ADA Compliance	450021	29.69
		Total	22,242.91
Total Warrant #4 for Electronic Accounts Payable			53,389.47

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
Re: Payroll
Date: May 24, 2017

Motion:

A motion to approve Payroll for the following Pay Periods Ending:

1. 3/5/17 - \$95,587.98
2. 3/19/17 - \$99,359.24
3. 4/2/17 - \$95,860.77
4. 4/16/17 - \$96,384.77

Liability Recap	Taxes Debited			
	Federal Income Tax			9,047.66
	Earned Income Credit Advances			.00
	Social Security - EE			5,774.65
	Social Security - ER			5,774.70
	Social Security Adj - EE			.00
	Medicare - EE			1,350.53
	Medicare - ER			1,350.53
	Medicare Adj - EE			.00
	Medicare Surtax - EE			.00
	Medicare Surtax Adj - EE			.00
	COBRA Premium Assistance Payments			.00
	Federal Unemployment Tax			.00
	State Income Tax			3,164.28
	State Unemployment Insurance - EE			.00
	State Unemployment/Disability Ins - ER			.00
	State Unemployment Insurance Adj - EE			.00
	State Disability Insurance - EE			.00
	State Disability Insurance Adj - EE			.00
	Workers' Benefit Fund Assessment - EE			.00
	Workers' Benefit Fund Assessment - ER			.00
	Local Income Tax			.00
	School District Tax			.00
	Total Taxes Debited	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	26,462.35
Other Transfers	ADP Direct Deposit	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	65,233.76
	ADP Check	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	3,891.87
	Total Amount Debited From Your Accounts			95,587.98
Bank Debits and Other Liability	Adjustments/Prepay/Voids			.00
Taxes - Your Responsibility	None This Payroll			

Total Liability	95,587.98
	95,587.98
	95,587.98

Liability Recap	Taxes Debited			
	Federal Income Tax		9,298.82	
	Earned Income Credit Advances		.00	
	Social Security - EE		5,995.38	
	Social Security - ER		5,995.40	
	Social Security Adj - EE		.00	
	Medicare - EE		1,402.18	
	Medicare - ER		1,402.15	
	Medicare Adj - EE		.00	
	Medicare Surtax - EE		.00	
	Medicare Surtax Adj - EE		.00	
	COBRA Premium Assistance Payments		.00	
	Federal Unemployment Tax		.00	
	State Income Tax		3,283.93	
	State Unemployment Insurance - EE		.00	
	State Unemployment/Disability Ins - ER		.00	
	State Unemployment Insurance Adj - EE		.00	
	State Disability Insurance - EE		.00	
	State Disability Insurance Adj - EE		.00	
	Workers' Benefit Fund Assessment - EE		.00	
	Workers' Benefit Fund Assessment - ER		.00	
	Local Income Tax		.00	
	School District Tax		.00	
	Total Taxes Debited	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	27,387.66
Other Transfers	ADP Direct Deposit	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	88,057.06
	ADP Check	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	3,914.52
	Total Amount Debited From Your Accounts			99,359.24
Bank Debits and Other Liability	Adjustments/Prepay/Voids			.00
Taxes - Your Responsibility	None This Payroll			

Total Liability	99,359.24
	99,359.24
	99,359.24

Liability Recap	Taxes Debited				
	Federal Income Tax			9,245.40	
	Earned Income Credit Advances			.00	
	Social Security - EE			5,793.84	
	Social Security - ER			5,793.80	
	Social Security Adj - EE			.00	
	Medicare - EE			1,354.97	
	Medicare - ER			1,355.00	
	Medicare Adj - EE			.00	
	Medicare Surtax - EE			.00	
	Medicare Surtax Adj - EE			.00	
	COBRA Premium Assistance Payments			.00	
	Federal Unemployment Tax			.00	
	State Income Tax			3,192.21	
	State Unemployment Insurance - EE			.00	
	State Unemployment/Disability Ins - ER			.00	
	State Unemployment Insurance Adj - EE			.00	
	State Disability Insurance - EE			.00	
	State Disability Insurance Adj - EE			.00	
	Workers' Benefit Fund Assessment - EE			.00	
	Workers' Benefit Fund Assessment - ER			.00	
	Local Income Tax			.00	
	School District Tax			.00	
	Total Taxes Debited	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXX	26,735.22	
Other Transfers	ADP Direct Deposit	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXX	85,902.85	
	ADP Check	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXX	3,222.70	
	Total Amount Debited From Your Accounts			95,860.77	
Bank Debits and Other Liability	Adjustments/Prspay/Voids			.00	
Taxes - Your Responsibility	None This Payroll				
					95,860.77

Liability Recap	Taxes Debited			
	Federal Income Tax		9,247.89	
	Earned Income Credit Advances		.00	
	Social Security - EE		5,834.88	
	Social Security - ER		5,834.90	
	Social Security Adj - EE		.00	
	Medicare - EE		1,364.68	
	Medicare - ER		1,364.61	
	Medicare Adj - EE		.00	
	Medicare Surtax - EE		.00	
	Medicare Surtax Adj - EE		.00	
	COBRA Premium Assistance Payments		.00	
	Federal Unemployment Tax		.00	
	State Income Tax		3,216.41	
	State Unemployment Insurance - EE		.00	
	State Unemployment/Disability Ins - ER		.00	
	State Unemployment Insurance Adj - EE		.00	
	State Disability Insurance - EE		.00	
	State Disability Insurance Adj - EE		.00	
	Workers' Benefit Fund Assessment - EE		.00	
	Workers' Benefit Fund Assessment - ER		.00	
	Local Income Tax		.00	
	School District Tax		.00	
	Total Taxes Debited	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	26,863.35
Other Transfers	ADP Direct Deposit	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	66,336.48
	ADP Check	Acct. No. XXXXXX3089	Tran/ABA XXXXXXXXXX	3,184.94
	Total Amount Debited From Your Accounts			96,384.77
Bank Debits and Other Liability	Adjustments/Prepay/Voids			.00
Taxes - Your Responsibility	None This Payroll			

Total Liability	96,384.77
	96,384.77
	96,384.77



Park Board of Commissioners

Dave Andrejek
Donna Bisesi
Don Bohac
Liz Bolash
Bill Cooley
Kevin O'Brien
Nick Sepke

Executive Director

Amy Charlesworth

Administrative Office

Park Central
3000 Central Road
Rolling Meadows, IL 60008
847-818-3220

Community Center

3705 Pheasant Drive
Rolling Meadows, IL 60008
847/818-3200

Maintenance Facility

3900 Berdnick
Rolling Meadows, IL 60008
847-963-0550

Nelson Sports Complex

3900 Owl Drive
Rolling Meadows, IL 60008
847-818-3210

Plum Grove Park

4001 Park Drive
Palatine, IL 60067
847-397-4800

West Meadows Ice Arena

3939 Winnetka Avenue
Rolling Meadows, IL 60008
847-398-2700

rmparks.org

April 7, 2017

Ms. Tracey Crawford
Executive Director
Northwest Special Recreation
3000 Central Road
Rolling Meadows, IL. 60008

Re: Improvements Proposed to be Financed Using the Special Recreation Levy.

Dear Tracey,

The Rolling Meadows Park District hereby notifies and requests approval of the NWSRA Board of Directors for the proposed expenditure of funds from the Districts Special Recreation levy to pay for the cost of the following improvements and projects within the scope of ADA Compliance.

Park Central Banquet Entrance Replacement

The total project expense was \$15,400. We attribute 33% of this project to ADA compliance for a total of \$5,082.

Kimball Hill Zip Line

The total project expense was \$36,853 for a three-lane zip line, one lane with ADA bucket seat. We attribute 33% of this project to ADA compliance for a total of \$12,160.

Nelson Sports Complex Parking Lot Replacement

Total cost the project \$236,446, cost for concrete replacement \$41,890. We attribute 33% of the concrete replacement to ADA compliance (sidewalks, grades, and access points) for a total of \$13,820.

Playground Mulch Replacement

ASTM Certified playground mulch replaced at 11 playgrounds for a 100% cost of \$8,585.

The total amount of projects is \$102,728 and the amount we requesting be applied to ADA Compliance is \$39,647 or 38.5%.

The benefits of these projects to the NWSRA are that we are creating ADA compliant facilities, as well as eliminating certain barriers to participation. ***These projects provide improved access to the facilities and parks, as well as accessible playground equipment***

The Rolling Meadows Park District respectfully requests that you review this request and present it with your approving recommendation to the NWSRA Board of Directors.

Sincerely,

Amy Charlesworth
Executive Director

An Illinois Distinguished Accredited Agency



0578

Invoice

Box 2121 • LaGrange, IL 60525
708-579-9055 • 1-800-526-6197

DATE	INVOICE #
6/8/2016	44498

BILL TO
 Rolling Meadows Park District
 3000 Central Rd Ste# 100
 Rolling Meadows, IL 60008
 attn: Accts Payable

SHIP TO
 3900 Owl Dr.
 Rolling Meadows, IL. 60008

CONTACT NAME	Connie Kubik	CONTACT PHONE	847.963.0550
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P.O. NO.	TERMS	REP	PROJECT TITLE	PROJECT CITY
	Net 30	KD	Kimball Hill Park	Rolling Meadows

ITEM	QTY	DESCRIPTION	RATE	AMOUNT
Play Equip.	1	ZipKrooz 66' w/ Aluminum Posts, DB	13,305.00	13,305.00
Play Equip.	1	ZipKrooz Additional Bay 66' w/ Aluminum Posts, DB	12,530.00	12,530.00
Play Equip.	1	ZipKrooz Assisted Additional Bay 66' w/ Aluminum Posts, DB	11,470.00	11,470.00
Discount		Special Discount	-2,238.00	-2,238.00
Shipping		Shipping Costs	1,786.00	1,786.00

It's Just More Fun! Thank you for your order!

Total **\$36,853.00**

0578

FINAL WAIVER OF LIEN

STATE OF ILLINOIS }
COUNTY OF COOK } SS

Gty # _____

Escrow # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Rolling Meadows Park District
to furnish Asphalt Paving
for the premises known as Nelson Sports Complex
of which Rolling Meadows Park District is the owner.

THE undersigned, for and in consideration of Two Hundred Thirty-Six Thousand Four Hundred Sixty-Six Dollars & 15/100**
(\$ 236,466.15) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es)
hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens,
with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery
furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material,
fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the above-
described premises. INCLUDING EXTRAS.*

DATE: February 13, 2017 COMPANY NAME: Arrow Road Construction Company
ADDRESS: 3401 S. Busse Road, P. O. Box 334, Mt. Prospect, IL 60056
SIGNATURE AND TITLE: Michael J. Salmon
Michael J. Salmon, Vice President

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS }
COUNTY OF COOK } SS

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Michael J. Salmon BEING DULY SWORN, DEPOSES
AND SAYS THAT HE OR SHE IS (POSITION) Vice President OF
(COMPANY NAME) Arrow Road Construction Company WHO IS THE
CONTRACTOR FURNISHING Asphalt Paving WORK ON THE BUILDING
LOCATED AT 3900 Owl Drive, Rolling Meadows, IL 60008
OWNED BY Rolling Meadows Park District

That the total amount of the contract including extras* is \$ 236,466.15 on which he or she has received payment
of \$ 0.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there
is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have
furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material
entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material
required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Alliance Sealcoating	Pavement Marking	2,080.34	0.00	2,080.34	0.00
Galaxy Underground, Inc.	Underground	62,390.00	0.00	62,390.00	0.00
Trialta Construction Co.	Concrete	41,890.28	0.00	41,890.28	0.00
Arrow Road Construction Company	LEM	130,105.53	0.00	130,105.53	0.00
					0.00
					0.00
					0.00

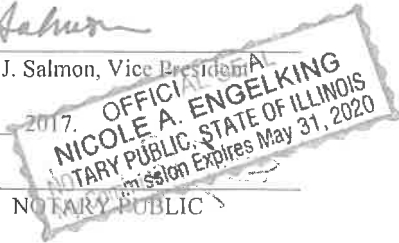
Arrow Road Construction Company manufactures its own asphalt products. Principle suppliers used in manufacturing are Vulcan Materials
and BP Amoco. All materials used in manufacture are from fully paid stock and delivered to job site in Arrow's trucks.

TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.	236,466.15	0.00	236,466.15	0.00
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That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor
or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE: February 13, 2017 SIGNATURE: Michael J. Salmon
Michael J. Salmon, Vice President
SUBSCRIBED AND SWORN TO BEFORE ME THIS 13th DAY OF February

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT. Page 64 of 155
NOTARY PUBLIC



ARROW ROAD CONSTRUCTION CO.

3401 S. Busse Rd + P.O. Box 334

Mount Prospect, Illinois 60056-0334

Telephone: (847) 437-0700 / Fax: (847) 437-0779

Invoice 74530M

Page No. 1

#043 SC 1A P/L So.

Pay Application	Date	Terms	Contract
1	30 DEC 2016	NET 30 DAYS	1

Contract Location

Customer 59161

ROLLING MEADOWS PARK
DISTRICT
3000 CENTRAL ROAD
ROLLING MEADOWS, IL 60008

Job Cost Project # 11216

ROLLING MEADOWS - NELSON
SPORTS COMPLEX

ROLLING MEADOWS , IL 60008

Bid Item	Description	UCM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
01	F/G	SY	4205.0000	0.0000	4205.0000	4205.0000	2.9500	12,404.75	12,404.75
02	Silt Fence	LF	330.0000	0.0000	0.0000	0.0000	2.9500	0.00	0.00
03	Sediment Log	LF	50.0000	0.0000	0.0000	0.0000	4.1500	0.00	0.00
04	Inlet Filters	EA	8.0000	0.0000	0.0000	0.0000	161.0000	0.00	0.00
05	Rip Rap	SY	15.0000	0.0000	15.0000	15.0000	267.0000	4,005.00	4,005.00
06	1.5" Surface	SY	4205.0000	0.0000	4205.0000	4205.0000	6.7500	28,383.75	28,383.75
07	2.5" Binder	SY	4205.0000	0.0000	4205.0000	4205.0000	9.2000	38,686.00	38,686.00
08	Sawcut	LF	65.0000	0.0000	65.0000	65.0000	10.7500	698.75	698.75
09	48" MH	EA	1.0000	0.0000	0.0000	0.0000	5348.0000	0.00	0.00
10	27" SS RCP	LF	220.0000	0.0000	137.0000	137.0000	96.2500	13,186.25	13,186.25
11	27" FES	EA	1.0000	0.0000	1.0000	1.0000	1925.0000	1,925.00	1,925.00
12	Core Connection	EA	1.0000	0.0000	1.0000	1.0000	642.0000	642.00	642.00
13	Adj MH	EA	8.0000	0.0000	8.0000	8.0000	428.0000	3,424.00	3,424.00
14	4" Line	LF	1865.0000	0.0000	1865.0000	1865.0000	0.3500	652.75	652.75
15	24" Line	LF	70.0000	0.0000	70.0000	70.0000	2.1500	150.50	150.50
16	HC Symbols	EA	2.0000	0.0000	2.0000	2.0000	27.2000	54.40	54.40
17	HC Signage Salvage &	EA	2.0000	0.0000	2.0000	2.0000	234.0000	468.00	468.00
18	Wheel Stops	EA	11.0000	0.0000	11.0000	11.0000	81.5000	896.50	896.50
19	BSR	SY	4160.0000	0.0000	4160.0000	4160.0000	3.6500	15,184.00	15,184.00

ARROW ROAD CONSTRUCTION CO.
 3401 S. Busse Rd * P.O. Box 334
 Mount Prospect, Illinois 60056-0334
 Telephone: (847) 437-0700 / Fax: (847) 437-0779

Invoice 7455CM
 Page No. 2-

Pay Application	Date	Terms	Contract
1	30 DEC 2016	NET 30 DAYS	1

Contract Location

Customer 59161
 ROLLING MEADOWS PARK
 DISTRICT
 3000 CENTRAL ROAD
 ROLLING MEADOWS, IL 60008

Job Cost Project # 11216
 ROLLING MEADOWS - NELSON
 SPORTS COMPLEX
 ROLLING MEADOWS , IL 60008

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
20	Rem 27" SS	LF	30.0000	0.0000	30.0000	30.0000	21.4000	642.00	642.00
21	Abandon 27" SS	LF	200.0000	0.0000	0.0000	0.0000	21.4000	0.00	0.00
22	Exist Storm MH Aband	EA	1.0000	0.0000	1.0000	1.0000	1070.0000	1,070.00	1,070.00
23	Undercut R & R Base	CY	350.0000	0.0000	0.0000	0.0000	56.3500	0.00	0.00
24	Permit Fees	LS	1.0000	0.0000	0.5740	0.5740	15000.0000	8,610.00	8,610.00
25	Tree Protection	LF	225.0000	0.0000	0.0000	0.0000	2.1500	0.00	0.00
26	Conc Washout/MOB	EA	1.0000	0.0000	1.0000	1.0000	2300.0000	2,300.00	2,300.00
27	F/G	SY	220.0000	0.0000	220.0000	220.0000	9.1500	2,013.00	2,013.00
28	C & G	LF	1015.0000	0.0000	1015.0000	1015.0000	21.0000	21,315.00	21,315.00
29	10" PCC base	SY	10.0000	0.0000	0.0000	0.0000	86.6500	0.00	0.00
30	Rem C & G	LF	1015.0000	0.0000	1015.0000	1015.0000	3.4000	3,451.00	3,451.00
31	F/G	SY	580.0000	0.0000	580.0000	580.0000	3.5000	2,030.00	2,030.00
32	2" Surface	SY	280.0000	0.0000	280.0000	280.0000	15.3000	4,284.00	4,284.00
33	Detectable Warning T	SF	120.0000	0.0000	80.0000	80.0000	29.0000	2,320.00	2,320.00
34	5" SW	SF	2730.0000	0.0000	3107.5000	3107.5000	4.8000	14,916.00	14,916.00
35	Sawcut Concrete	LF	45.0000	0.0000	45.0000	45.0000	3.2000	144.00	144.00
36	Rem Bit SW	SY	370.0000	0.0000	380.0000	380.0000	7.8500	2,983.00	2,983.00
37	Rem Exist Concrete S	SF	2730.0000	0.0000	3107.5000	3107.5000	1.4000	4,350.50	4,350.50
EX1	TCP (2 WEEKS)	LS	1.0000	0.0000	1.0000	1.0000	1375.0000	1,375.00	1,375.00

ARROWHEAD CONSTRUCTION CO.
 3401 S. Busse Rd + P.O. Box 334
 Mount Prospect, Illinois 60056-0334
 Telephone: (847) 437-0700 / Fax: (847) 437-0779

Invoice 7455CM
 Page No. -3-

Pay Application	Date	Terms	Contract
1	30 DEC 2016	NET 30 DAYS	1

Contract Location

Customer 59161
 ROLLING MEADOWS PARK
 DISTRICT
 3000 CENTRAL ROAD
 ROLLING MEADOWS, IL 60008

Job Cost Project # 11216
 ROLLING MEADOWS - NELSON
 SPORTS COMPLEX
 ROLLING MEADOWS , IL 60008

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
EX2	LOST TIME	LS	1.0000	0.0000	1.0000	1.0000	6886.0000	6,886.00	6,886.00
EX3	15" RCP STRM SWR	LF	150.0000	0.0000	150.0000	150.0000	88.0000	13,200.00	13,200.00
EX4	60" MH TY 1 F&L	EA	3.0000	0.0000	3.0000	3.0000	7480.0000	22,440.00	22,440.00
EX5	RESTOCKING FEE	LS	1.0000	0.0000	1.0000	1.0000	495.0000	495.00	495.00
EX6	LAYOUT	LS	1.0000	0.0000	1.0000	1.0000	880.0000	880.00	880.00
Total Base Contract								236,466.15	236,466.15
Total Contract And Change Orders								236,466.15	236,466.15

Billing Summary For Contract 11216

	Current	To Date
Complete To Date	236,466.15	236,466.15
Materials On Hand	0.00	0.00
Sales Tax	0.00	0.00
Less Retainage @ 0.0000 %	0.00	0.00

ARROW ROAD CONSTRUCTION CO.
 3401 S. Busse Rd ♦ P.O. Box 334
 Mount Prospect, Illinois 60056-0334
 Telephone: (847) 437-0700 / Fax: (847) 437-0779

Invoice 7455CM
 Page No. 4

Pay Application	Date	Terms	Contract
1	30 DEC 2016	NET 30 DAYS	1

Contract Location

Customer 59161

 ROLLING MEADOWS PARK
 DISTRICT
 3000 CENTRAL ROAD
 ROLLING MEADOWS, IL 60008

Job Cost Project # 11216

 ROLLING MEADOWS - NELSON
 SPORTS COMPLEX

 ROLLING MEADOWS , IL 60008

Bid Item	Description	UOM	Estimated Quantity	Previous Quantity	Current Quantity	To Date Quantity	Unit Price	Current Amount	To Date Amount
	Balance				236,466.15	236,466.15			
	Less Previous Payments							0.00	
	Total Amount Due				236,466.15	236,466.15			

16. BID FORM
FOR
NELSON SPORTS COMPLEX PAVEMENT IMPROVEMENTS
ROLLING MEADOWS PARK DISTRICT
ROLLING MEADOWS, IL
PHASE 1
Dated: July 12, 2016

NELSON SPORTS COMPLEX PAVEMENT IMPROVEMENTS					
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL

Alternate Bid #1 - Concrete Curb and Gutter

1	Tree Protection Fence	225	LF		
2	Concrete Washout Facility	1	EA		
3	Fine Grading (See Note 1)	220	SY		
4	Concrete Curb and Gutter	1015	LF		
5	10" Portland Cement Concrete Base	10	SY		
6	Remove Existing Curb and Gutter	1015	LF		
BIDDERS PROPOSAL FOR ALTERNATE BID #1:					

(FIGURES)

(WORDS)

Alternate Bid #2 - Concrete Sidewalk

1	Fine Grading (See Note 1)	580	SY		
2	2" HMA Surface Course, Mix D, N50	280	SY		
3	Detectable Warning	120	SF		
4	5" Portland Cement Concrete Sidewalk	2730	SF		
5	Sawcut Existing Concrete Sidewalk, Curb and Gutter	45	LF		
6	Remove Existing Bituminous Sidewalk	370	SY		
7	Remove Existing Concrete Sidewalk	2730	SF		
BIDDERS PROPOSAL FOR ALTERNATE BID #2:					

(FIGURES)

(WORDS)

Alternate Bid #3 - Change Bituminous Sidewalk to Concrete Sidewalk

1	5" Portland Cement Concrete Sidewalk	2520	SF		
2	Deduct 2" HMA Surface Course, Mix D, N50	280	SY		



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Fax (847)255-1438

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Mt. Prospect, IL 60056

CENTRAL COMMUNITY CENTER

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Fax (847)392-5726

1000 W. Central Road

Mt. Prospect, IL 60056

RECPEX

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Fax (847)364-2824

420 W. Dempster Street

Mt. Prospect, IL 60056

LIONS RECREATION CENTER

(847)632-9333

Fax (847)632-9325

411 S. Maple Street

Mt. Prospect, IL 60056

FRIENDSHIP PARK CONSERVATORY

(847)298-3500

Fax (847)296-2053

395 Algonquin Road

Des Plaines, IL 60018

MT. PROSPECT GOLF CLUB

(847)259-4200

Fax (847)632-9334

600 See-Gwun

Mt. Prospect, IL 60056

GOLF MAINTENANCE

(847)632-9330

Fax (847)342-9113

600 See-Gwun

Mt. Prospect, IL 60056

MAINTENANCE FACILITY

(847)956-6773

Fax (847)956-6911

1645 Carboy

Mt. Prospect, IL 60056

May 5, 2017

Tracy Crawford
Executive Director
Northwest Special Recreation Association
3000 Central Road – Suite 205
Rolling Meadows, IL 60008

Re: ADA Improvements – Kopp Park Playground Construction

Ms. Crawford,

The Mt. Prospect Park District hereby notifies and requests approval of the NWSRA Board of Directors for the proposed expenditures of funds from the Park District's Special Recreation levy to pay for the following improvements:

Reimbursement for ADA related improvements to include new ADA accessible routes of travel, new ADA accessible play equipment, and portions of ADA accessible seating adjacent to the playground. These improvements will provide new accessible play opportunities where none previously existed. In addition it will create accessible routes of travel to the playground and seating areas. The total estimated construction and engineering costs anticipated for this project are \$245,705.00.

The total ADA Related costs associated with this request are as follows:

Accessible Play Equipment and Installation, playground surfacing, ADA accessible routes of travel, and portion of ADA Accessible table adjacent to Playground (\$114,289.56)

ADA portion of related professional Engineering Services (\$13,390.00)

Total cost requested of all ADA related improvements \$127,679.56

The Mt. Prospect Park District respectfully requests that you review this proposal and present it with your approving recommendation to the NWSRA Board of Directors.

Sincerely,

Jim Jarog
Director of Parks & Planning
Mt. Prospect Park District

CC: Greg Kuhs
Executive Director
Mt. Prospect Park District



K - PLUS ENGINEERING

Direct Dial: 630.570.5547
E-Mail: sschuh@kplus.com
K-Plus Project: 27014

May 8, 2017

Jim Jarog
Director of Parks and Planning
1000 W Central Road
Mount Prospect, IL 60056

Re: ADA Cost for MPPD Kopp Park Playground Project

Dear Mr. Jarog:

The Kopp Park Playground Project scope includes removal of an existing playground at Redwood Park, installation of new playground at Kopp Park, connecting bituminous path to the existing main path. The improvements aid in the site complying with the current American with disability Act (ADA). List below are the improvements at the site that are related to ADA compliance.

- Earth Excavation
 - The earth excavation will allow for 12 inches of engineered wood fiber which will be ADA compliant.
- Portland Cement Concrete Sidewalk, 5''
 - The PCC sidewalk includes a 5 foot path from the main path to the benches, 5 foot path from the main path to the table, 5 foot path from the ramp to the benches, an 8'x8' concrete pad for the table and 5 foot path from the table to the ramp. All paths are to be ADA compliant.
- Hot Mix Asphalt Pavement Path
 - The HMA path will have a width of 8 feet; however only 5 feet of the original width was considered in the cost for ADA compliance.
- Table
 - The table has a seating capacity of six with three spaces reserved for wheelchairs. Only three of the six seating capacity was used for ADA cost compliance costs.
- Engineered Wood Fiber
 - The proposed wood chips to be used at the playground will meet ADA compliance.
- Playground Equipment
 - Play equipment will be installed at Kopp Park for which 72% ADA compliant.
The elevated playstructure components area accessible via the transfer stations as stated in the NuToys playground ADA compliance list.

- Engineering Fees

- A portion of the engineering fees are for the design and construction services for the ADA compliance of the improvements. The total engineering fees for the project is \$25,750.00. Based on the percent (52%) of the project construction cost for the improvements at the site that are related to ADA compliance the engineering fees for the ADA portion is \$13,390.00.

Based on the engineer's estimated unit price, an ADA cost estimate for these improvements has been developed. Attached is the spreadsheets showing the quantities associated with ADA compliance for the project. The engineer's estimated cost for the ADA items related to this project are \$114,289.56 and \$13,390.00 for engineering fees. The grand total ADA cost for the Kopp Park Playground Project is \$127,679.56

If you have any questions regarding this letter, please feel free to contact me at 312.207.1600.

Sincerely,
K-PLUS ENGINEERING



Stephen Schuh, P.E.



K-PLUS ENGINEERING, LLC

Date Prepared: 5/8/2017

K-plus#: 27014

Prepared By: MM

Reviewed By: SS

MPPD: KOPP PARK PLAYGROUND

ITEM NUMBER	PAY ITEM	UNIT	TOTAL QUANTITY	ENGINEER'S ESTIMATE		ADA COST	
				UNIT COST	TOTAL COST	QUANTITY	COST
1	EROSION CONTROL	FOOT	200	\$3.00	\$600.00	0	\$0.00
2	CONSTRUCTION FENCE	FOOT	450	\$3.00	\$1,350.00	0	\$0.00
3	EARTH EXCAVATION	CU YD	400	\$20.00	\$8,000.00	400	\$8,000.00
4	REDWOOD PLAYGROUND EQUIPMENT REMOVAL	LUMP SUM	1	\$6,000.00	\$6,000.00	0	\$0.00
5	VILLAGE PERMIT	EACH	1	\$125.00	\$125.00	0	\$0.00
					SUBTOTAL	\$16,075.00	\$8,000.00
6	PORTLAND CEMENT CONCRETE SIDEWALK, 5 INCH	SQ FT	1,875	\$19.00	\$35,625.00	969	\$18,411.00
7	HOT MIX ASPHALT PAVEMENT - Path	SQ YD	100	\$40.00	\$4,000.00	62.5	\$2,500.00
					SUBTOTAL	\$39,625.00	\$20,911.00
8	STORM SEWER PVC, SDR 35 4", SOLID	FOOT	100	\$20.00	\$2,000.00	0	\$0.00
9	STORM SEWER PVC, SDR 35 4", PERFORATED	FOOT	300	\$25.00	\$7,500.00	0	\$0.00
10	OUTLET of UNDER DRAIN	EACH	1	\$800.00	\$800.00	0	\$0.00
					SUBTOTAL	\$10,300.00	\$0.00
11	BENCHES	EACH	2	\$1,358.00	\$2,716.00	0	\$0.00
12	TABLE	EACH	1	\$1,435.00	\$1,435.00	partial	\$680.36
					SUBTOTAL	\$4,151.00	\$680.36
13	SEEDING, SPECIAL	SQ YD	1,200	\$7.00	\$8,400.00	0	\$0.00
14	RED MAPLE (ACER REDRUM) 2½-3" CALIPER	EACH	2	\$730.00	\$1,460.00	0	\$0.00
15	MIYABE'S MAPLE (ACER MIYABIE) 2½-3" CALIPER	EACH	1	\$730.00	\$730.00	0	\$0.00
16	PRAIRIE FIRE CRABAPPLE (MALUS "PRAIRIE FIRE") 10'12' TALL	EACH	2	\$1,095.00	\$2,190.00	0	\$0.00
					SUBTOTAL	\$12,780.00	\$0.00
17	PCC CONCRETE CURB	FOOT	400	\$25.00	\$10,000.00	0	\$0.00
18	AGGREGATE BASE COURSE, CA-7	SQ YD	800	\$10.00	\$8,000.00	0	\$0.00
19	ENGINEERED WOOD FIBER	CU YD	275	\$25.00	\$6,875.00	275	\$6,875.00
20	PLAYGROUND EQUIPMENT	LUMP SUM	1	\$100,163.00	\$100,163.00	partial	\$77,823.20
					SUBTOTAL	\$125,038.00	\$84,698.20
21	CONTINGENCY						
					SUBTOTAL	\$11,986.00	0
					CONSTRUCTION COST SUBTOTAL	\$219,955.00	SUBTOTAL ADA \$114,289.56
	ENGINEERING FEES				ENGINEERING FEES SUBTOTAL	\$25,750.00	SUBTOTAL ADA \$13,390.00
	ESTIMATED TOTAL PROJECT COST					\$245,705.00	TOTAL ADA \$127,679.56

Kopp Park

 Mt. Prospect, IL

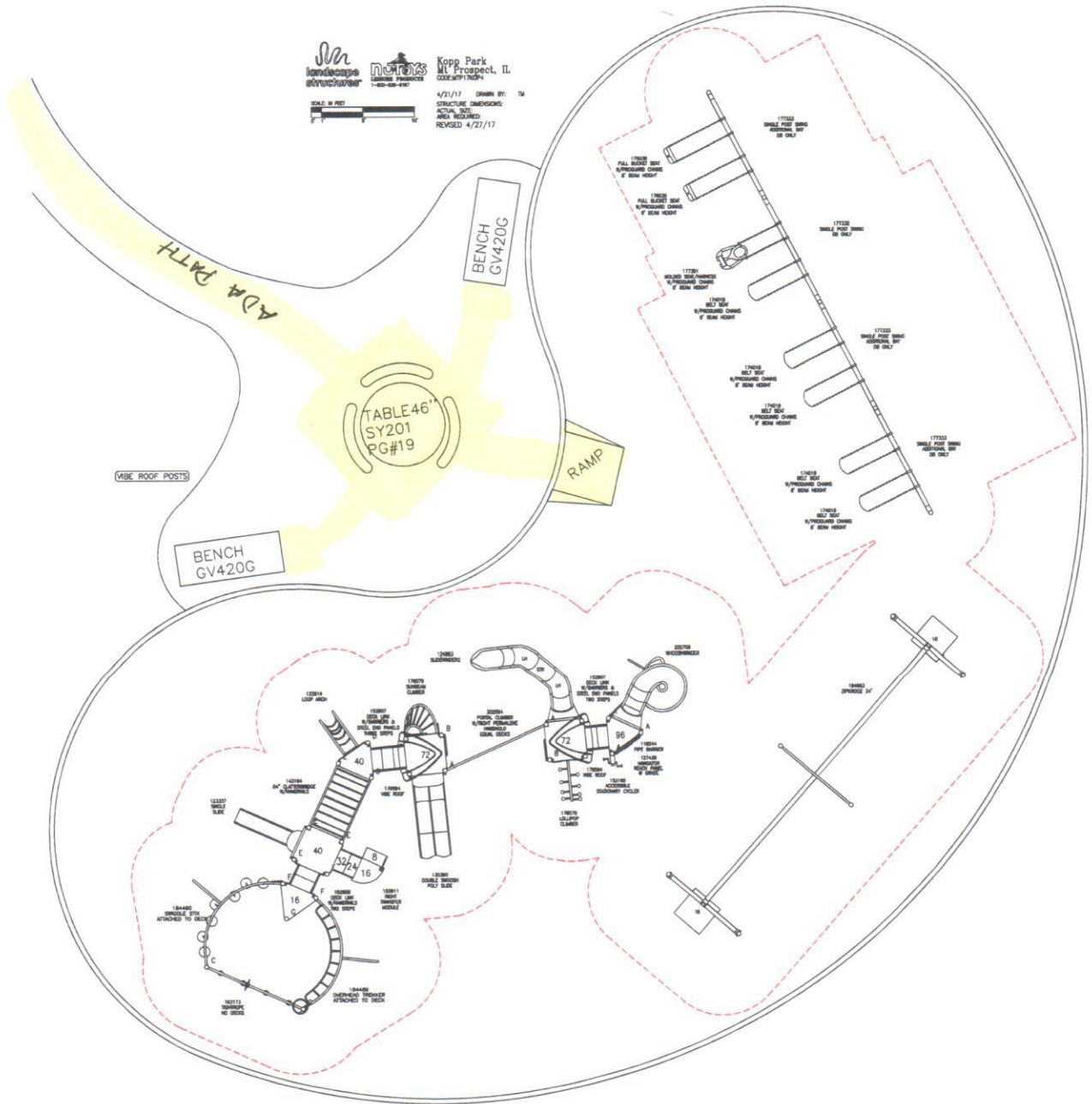
 4/21/17 DRAWN BY:

 02/15/17 CHECKED:

 ACTUAL SIZE:

 AREA REQUIRED:

 REVISED 4/27/17



SPYDER® ROUND TABLES



\$1,113
SY116(D) with MC104
(Sold separately) ▲



\$979
SY201(P) with MC103
(Sold separately) ▲



\$415
UM110

\$909
SY110(D) with UM110, UM305
(Sold separately) ▲

DIAMOND (D)		PERFORATED (P)	

MODEL	DESCRIPTION		WEIGHT	PRICE	WEIGHT	PRICE
SY110	46" Round table - Portable/Surface-mount	Ⓧ	230 lb.	\$909.00	265 lb.	\$1,020.00
SY111	46" Round table - 3 legs - Portable/Surface-mount	Ⓧ	207 lb.	\$854.00	223 lb.	\$913.00
SY112	36" Round table - 3 legs - Portable/Surface-mount	Ⓧ	193 lb.	\$792.00	198 lb.	\$861.00
SY200	46" Round table - In-ground	Ⓧ	259 lb.	\$1,006.00	294 lb.	\$1,086.00
SY201	46" Round table - 3 legs - In-ground	Ⓧ	228 lb.	\$951.00	244 lb.	\$979.00
SY202	36" Round table - 3 legs - In-ground	Ⓧ	214 lb.	\$852.00	219 lb.	\$905.00
SY116	ADA Round table - Portable/Surface-mount	Ⓧ	260 lb.	\$1,113.00	294 lb.	\$1,184.00
SY203	ADA Round table - In-ground	Ⓧ	289 lb.	\$1,192.00	323 lb.	\$1,261.00
MODEL ACCESSORIES FOR ITEMS ABOVE (PATTERN OPTIONS - NOT AVAILABLE)						WEIGHT PRICE
UM300	Aluminum terrace shell (for use with garden umbrellas)				4 lb.	\$48.00
UM305	Market umbrella stand (for use with market umbrellas)				47 lb.	\$149.00
MC104	Mounting-plate covers (set of 4)				5 lb.	\$55.00
MC103	Mounting-plate covers (set of 3) (for 3-legged tables)				6 lb.	\$40.00

- Ⓧ ADA-accessible
- Ⓧ Umbrella compatible

SPYDER CONTINUED ▶



April 21, 2017

Box 2121
LaGrange, IL 60525
708-579-9055
708-579-0109 (fax)
1-800-526-6197

KOPP PARK
MT PROSPECT, IL
OPTION 4
ADA CHART

ADA GUIDE LINES
TOTAL ELEVATED PLAYSTRUCTURE COMPONENTS - 11
NO RAMP REQUIRED

	PROVIDED	REQUIRED
PLAYSTRUCTURE COMPONENTS ACCESSIBLE VIA RAMP	N/A	N/A
PLAYSTRUCTURE COMPONENTS ACCESSIBLE VIA TRANSFER	8	6
GROUND LEVEL EVENTS	5	4
GROUND LEVEL TYPES	5	3

72% ARE ACCESSIBLE VIA THE TRANSFER STATIONS

MTP17KOP4-CG/TM



April 27, 2017

Box 2121
 LaGrange, IL 60525
 708-579-9055
 708-579-0109 (fax)
 1-800-526-6197

KOPP PARK
 MT PROSPECT, IL
 OPTION 4 REVISED
 PLAYBOOSTER

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>
PlayBooster Component System 5-12		
1	130390A	Double Swoosh Slide 72"Dk DB1
1	123337A	Single Slide 40"Dk DB
1	124863F	SlideWinder2 72"Dk DB 1 Straight 2 Left
1	222708B	WhooshWinder Slide 96"Dk DB1
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps
1	152907C	Deck Link w/Barriers Steel end panels 3 Steps
1	152908B	Deck Link w/Handrails Permalene infill panel 2 Steps
1	176078B	Lollipop Climber 72"Dk DB
1	122914A	Loop Arch 40"Dk DB
1	202594A	Portal Climber w/Permalene Handhold (Right) Equal Decks 72"Dk DB Only
1	176079A	Sunbeam Climber
1	184489A	Overhead Trekker Ladder Attached to Deck DB
1	143194A	Clatterbridge 84 w/Guardrails
1	184490A	Swiggle Stix Bridge w/Handloop Attached to Deck DB
1	193173C	TightRope Bridge w/o Deck Connections
1	127439A	Navigator Reach Panel Ground Level
1	116244A	Pipe Barrier Above Deck
1	153165A	Stationary Cyclor Accessible
2	179594A	Vibe Roof
1	152911B	Curved Transfer Module Right 40"Dk DB
3	111228A	Square Tenderdeck
3	111231A	Triangular Tenderdeck
2	111404F	108"Alum Post DB
5	111404E	116"Alum Post DB
2	111404D	124"Alum Post DB
2	111404C	132"Alum Post DB
2	111404M	148"Steel Post DB
5	111404Z	182"Steel Post DB (44" Bury)
1	111404H	92"Alum Post DB
4	CL252659	Steel 228" Vibe Roof Post for 96"DK CR#65207
ALSO:		
1	194663A	ZipKrooz 34' w/Aluminum Posts DB1

PAGE 2

SWINGS:

5	174018A	Belt Seat Proguard Chains 8' Beam
2	176038A	Full Bucket Seat Proguard Chains 8' Beam
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness Proguard Chains 8' Beam
1	177332A	Single Post Swing Frame 8' Beam
3	177333A	Single Post Swing Frame Addtl Bay 8' Beam

Wabash Valley

1	SY201(D)	46" Round table - 3 legs - in-ground
2	GV420G	6' Bench w/ back (comtemporary style) - port/SM

Kopp Park - Opti

Mt. Prospect, IL April 27, 2017 MTP



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Better world.®**

playsi.com Page 79 of 155



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Kopp Park - Opti

Mt. Prospect, IL April 27, 2017 MTP



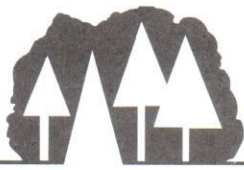
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Mt. Prospect, IL 60056

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Fax (847)956-6911

1645 Carboy

Mt. Prospect, IL 60056

May 5, 2017

Tracy Crawford
Executive Director
Northwest Special Recreation Association
3000 Central Road – Suite 205
Rolling Meadows, IL 60008

Re: ADA Improvements – Lions Memorial Bandshell Paving Project (**Revised Per Bid Results**)

Ms. Crawford,

The Mt. Prospect Park District previously requested the approval of funds for the above described project at your March 22nd NWSRA meeting. As a result the NWSRA Board approved the use of \$19,298.00.

After the bids for this project were received and opened it was discovered that our engineers estimate was significantly lower than what the bids had come in at and the project would be costing the Mt. Prospect Park District more than originally anticipated. Because of this I requested that our engineering firm, K-Plus Engineering, review and if necessary revise our identified ADA reimbursement amount. After the bid was reviewed it was discovered we would be eligible for reimbursement of additional ADA funds.

Attached is the revised document using the actual bid numbers received from the lowest responsible bidder which resulted in an **additional \$5,050.00** that has been identified as being eligible for reimbursement. I have attached a copy of the original request letter along with the engineer's estimate which accompanied it.

Additional Reimbursement Request for ADA related improvements to include new ADA accessible routes of travel for our public event structure at Lions Memorial Park. The proposed improvements will provide compliant paths of travel for public assemblies and entertainment events at our Lions Memorial Bandshell located at 411 S Maple Street in Mount Prospect.

The total project costs based on lowest responsible bidder \$121,757.75

The previously approved ADA costs associated with project \$19,298.00(Approved 3.22.17)

Requesting additional amount based on actual bids received \$5,050.00

Please see the attached supporting documents from K-Plus Engineering for itemized details and costs for the proposed accessibility upgrades.

The Mt. Prospect Park District respectfully requests that you review this proposal and present it with your approving recommendation to the NWSRA Board of Directors.

Sincerely,

Jim Jarog 
Director of Parks & Planning
Mt. Prospect Park District

Cc: Greg Kuhs
Executive Director
Mt. Prospect Park District



Direct Dial: 630.570.5547
E-Mail: sschuh@kplus.com
K-Plus Project: 27015

May 4, 2017

Jim Jarog
Director of Parks and Planning
1000 W Central Road
Mount Prospect, IL 60056

Re: ADA Cost for MPPD Lions Park Bandshell Brick Paver Maintenance Project

Dear Mr. Jarog:

The Lions Park Bandshell Brick Paver Maintenance Project scope of work includes the removal and replacement of path pavement, and new ADA compliant sidewalk. The improvements aid in the site complying with the current American with disability Act (ADA). List below are the improvements at the site that are related to ADA compliance.

- Brick Paver Removal and New Brick Pavers and Replacement of Subbase
 - This project provides a smooth surface free of any trip hazards or of any settled areas where water can pond and cause slick conditions. Replacing of the subbase will also allow the contractor to regrade the walk area to have less than 2% slope. Only 5 ft. of the original paver area was considered in the cost estimate based on minimum 5 ft. width requirement for an area to be considered accessible.
- Engineering Fees
 - A portion of the engineering fees are for the design and construction services for the ADA compliance of the improvements. The total engineering fees for the project is \$6,690.00. Base on the percent (20%) of the project construction cost for the improvements at the site that are related to ADA compliance the engineering fees for the ADA potion is \$1,338.00.

Based on the Contractor's unit price, an ADA cost estimate for these improvements has been developed. Attached is the spreadsheets showing the quantities associated with ADA compliance for the project. The cost for the ADA related items is \$23,010.00 for base bid and \$1,338.00 for engineering fees. The grand total ADA cost for the Lions Park Bandshell Brick Paver Maintenance Project is \$24,348.00.

If you have any questions regarding this letter, please feel free to contact me at 630.570.5547.

Sincerely,
K-PLUS ENGINEERING

A handwritten signature in black ink, appearing to read 'Stephen Schuh', is written over the typed name.

Stephen Schuh, P.E.



March 22, 2017 NWSRA Submittal

Direct Dial: 312.207.1600
E-Mail: mlattner@kplus.com
K-Plus Project: 27015

March 10, 2017

Jim Jarog
Director of Parks and Planning
1000 W Central Road
Mount Prospect, IL 60056

Re: ADA Cost for MPPD Lions Park Bandshell Brick Paver Maintenance Project

Dear Mr. Jarog:

The Lions Park Bandshell Brick Paver Maintenance Project scope of work includes the removal and replacement of path pavement, and new ADA compliant sidewalk. The improvements aid in the site complying with the current American with disability Act (ADA). List below are the improvements at the site that are related to ADA compliance.

- Brick Paver Removal and New Brick Pavers and Replacement of Subbase
 - This project provides a smooth surface free of any trip hazards or of any settled areas where water can pond and cause slick conditions. Replacing of the subbase will also allow the contractor to regrade the walk area to have less than 2% slope. Only 5 ft. of the original paver area was considered in the cost estimate based on minimum 5 ft. width requirement for an area to be considered accessible.
- Engineering Fees
 - A portion of the engineering fees are for the design and construction services for the ADA compliance of the improvements. The total engineering fees for the project is \$6,690.00. Base on the percent (23.9%) of the project construction cost for the improvements at the site that are related to ADA compliance the engineering fees for the ADA portion is \$1598.00.

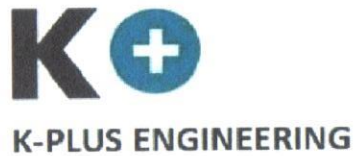
Based on the engineer's estimated unit price, an ADA cost estimate for these improvements has been developed. Attached is the spreadsheets showing the quantities associated with ADA compliance for the project. The cost for the ADA related items is \$17,700.00 for base bid and \$1598.00 for engineering fees. The grand total ADA cost for the Lions Park Bandshell Brick Paver Maintenance Project is \$19,298.00

If you have any questions regarding this letter, please feel free to contact me at 312.207.1600.

Sincerely,
K-PLUS ENGINEERING

A handwritten signature in black ink that reads 'Mark D. Lattner'.

Mark Lattner, P.E.



MPPD: LIONS PARK MEMORIAL BANDSHELL BRICK PAVER MAINTENANCE PROJECT

ENGINEER'S ESTIMATE						ADA Project Portion	
ITEM NUMBER	PAY ITEM	UNIT	TOTAL QUANTITY	UNIT COST	TOTAL COST	ADA QUANTITY	ADA COST
1	CONSTRUCTION FENCE	FOOT	350	\$2.19	\$766.50	0	\$0.00
2	SEEDING, SPECIAL	SQ YD	2,625	\$4.25	\$11,156.25	0	\$0.00
4	BRICK REMOVAL	SQ FT	5,485	\$4.00	\$21,940.00	0	\$0.00
5	AGGREGATE BASE COURSE, CA-6	SQ FT	5,485	\$6.00	\$32,910.00	1,770	\$10,620.00
6	VILLAGE PERMIT	EACH	1	\$125.00	\$125.00	0	\$0.00
7	CONCRETE CURB TYPE B	LF	115	\$85.00	\$9,775.00	0	\$0.00
8	HOLLAND PREMIER ENDURACOLOR PAVERS	SQ FT	5,485	\$7.00	\$38,395.00	1,770	\$12,390.00
Construction Cost Subtotal					\$115,067.75		\$23,010.00
Engineering Fees			Engineering Fees Subtotal		\$6,690.00		\$1,338.00
TOTAL PROJECT COST					\$121,757.75		\$24,348.00
PREVIOUSLY APPROVED AMOUNT							\$19,298.00
REQUESTING BALANCE							\$5,050.00



MPPD: LIONS PARK MEMORIAL BANDSHELL BRICK PAVER MAINTENANCE PROJECT

ENGINEER'S ESTIMATE						ADA Project Portion	
ITEM NUMBER	PAY ITEM	UNIT	TOTAL QUANTITY	UNIT COST	TOTAL COST	ADA QUANTITY	ADA COST
1	CONSTRUCTION FENCE	FOOT	350	\$3.00	\$1,050.00	0	\$0.00
2	SEEDING, SPECIAL	SQ YD	2,025	\$3.50	\$7,087.50	0	\$0.00
3	BRICK PAVERS	SQ FT	5,485	\$4.00	\$21,940.00	1,770	\$7,080.00
4	BRICK REMOVAL	SQ FT	5,485	\$2.00	\$10,970.00	0	\$0.00
5	AGGREGATE BASE COURSE, CA-6	SQ FT	5,485	\$6.00	\$32,910.00	1,770	\$10,620.00
6	VILLAGE PERMIT	EACH	1	\$125.00	\$125.00	0	\$0.00
Construction Cost Subtotal					\$74,082.50		\$17,700.00
Engineering Fees			Engineering Fees Subtotal		\$6,690.00		\$1,598.00
TOTAL PROJECT COST					\$80,772.50		\$19,298.00

Emailed 1-19-17



Mt. Prospect Park District

Serving Portions of Mt. Prospect • Des Plaines • Arlington Heights • Elk Grove Village

www.mppd.org

January 19, 2017

ADMINISTRATIVE OFFICES

(847)255-5380
Fax (847)255-1438
1000 W. Central Road
Mt. Prospect, IL 60056

CENTRAL COMMUNITY CENTER

(847)255-5380
Fax (847)392-5726
1000 W. Central Road
Mt. Prospect, IL 60056

RECPLEX

(847)640-1000
Fax (847)364-2824
420 W. Dempster Street
Mt. Prospect, IL 60056

LIONS RECREATION CENTER

(847)632-9333
Fax (847)632-9325
411 S. Maple Street
Mt. Prospect, IL 60056

FRIENDSHIP PARK CONSERVATORY

(847)298-3500
Fax (847)296-2053
395 Algonquin Road
Des Plaines, IL 60018

MT. PROSPECT GOLF CLUB

(847)259-4200
Fax (847)632-9334
600 See-Gwun
Mt. Prospect, IL 60056

GOLF MAINTENANCE

(847)632-9330
Fax (847)342-9113
600 See-Gwun
Mt. Prospect, IL 60056

MAINTENANCE FACILITY

(847)956-6773
Fax (847)956-6911
1645 Carboy
Mt. Prospect, IL 60056

Tracey Crawford
Executive Director
Northwest Special Recreation Association
3000 Central Road - Suite 205
Rolling Meadows, IL 60008

Re: Purchase of ASTM F1951-09b / ASTM F1292-99 / ASTM F2075-04 Compliant Playground Surfacing

Dear Ms. Crawford:

The Mt. Prospect Park District hereby notifies and requests approval of the NWSRA Board of Directors for the proposed expenditures of funds from the Park District's Special Recreation levy to pay for the following improvements:

Purchase and placement of the referenced playground surfacing, park district wide at a cost not to exceed \$19,440.00. The surfacing shall be used to refresh various existing playgrounds and access routes, thus insuring continued compliance ADA requirements.

The benefits of this project to NWSRA are as follows:

- The compliant safety surface exceeds ADA guidelines for accessibility and will provide access to playgrounds and play structures for children of all abilities throughout the parks.

The chart below breaks down the proposed ASTM Playground surfacing. A copy of the quote for this service is attach

Lucas Landscape and Design	720 yards furnished, delivered and installed by Lucas Landscape into approximately 8-9 playgrounds	\$19,440.00
----------------------------	--	-------------

The Mt. Prospect Park District respectfully requests that you review this proposal and present it with your approving recommendation to the NWSRA Board of Directors. If you have any questions or require additional information, please do not hesitate to contact me at (847) 255-5380 Ext. 253.

Very truly yours,

MT. PROSPECT PARK DISTRICT

James Jarog
Director of Parks & Planning
Mt. Prospect Park District

Cc Greg Kuhs / Executive Director / Mt. Prospect Park District

Lucas Landscape and Design
PO Box 1428
Arlington Heights, IL 60006
US
(847) 997-4424
service@lucaslandscapedesign.com

Estimate- contract



Nick Aiello
1000 W Central Rd
Mount Prospect, IL 60056

3374 01/06/2017 03/06/2017

Please detach top portion and return with your payment.

SALES REP
Luke

02 Mulch Furnish and install 1 semi load(80 cubic yards) of ASTM certified playground mulch. Mulch will be delivered by The Mulch Center. Lucas Landscape will install the mulch. You will receive one invoice for everything. Price includes mulch, delivery and installation.	80	27.00 <i>per yard</i>	2,160.00
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We are able to guarantee a schedule date, however we are unable to guarantee a time.

TOTAL

\$2,160.00

ACCEPTANCE OF ESTIMATE-CONTRACT & TERMS AND CONDITIONS

Please read the attached Terms and Conditions document. Your signature indicates acceptance of the price, specifications and conditions in this Estimate-Contract and the attached Term and Conditions document. You are authorized to do work as specified.

Accepted By

Accepted Date

We are able to guarantee a schedule date, however we are unable to guarantee a time.

ACCEPTANCE OF ESTIMATE-CONTRACT & TERMS AND CONDITIONS

Please read the attached Terms and Conditions document. Your signature indicates acceptance of the price, specifications and conditions in this Estimate-Contract and the attached Term and Conditions document. You are authorized to do work as specified.

Three Oaks Ground Cover

858 South Main Wayland MI 49348 Phone (269) 792-4200 Fax (269) 792-4580	1300 West Roosevelt West Chicago IL 60185 Phone (630) 231-6597	4885 Felch Street Zeeland MI 49646 (616) 896-1530
--	--	---

Quote No. **20385**

Bill To: Mt. Prospect Park District Nick	Ship To: Mt. Prospect Park District Nick
--	--

Quote Date	SLS Rep	Payment Terms	Ship Date	Ship Via
1/6/2017	mh	Net 30		MPS

Yards Ordered	Item No / Description	UM	Unit Price
200 yds	Playground Safety Surface to be installed via blower truck	per yard	\$29.00

CEDAR VALLEY EXPRESS BLOWER, INC.

P.O. Box 1686, Frankfort, IL. 60423
Office/Cell (815) 258-4042 or (708) 601-3025 & Fax (815) 464-5881

PROPOSAL

To: Mr. Prospect Park District
Attention: Nick Aiello
1000 W. Central Road
Mt. Prospect, Illinois 60056

Phone: (847) 255-5380 Date: 01/06/17
Fax/Email: (847) 255-1438/naiello@mppd.org

Job Name/Location: To Be Advised

Purchase Order Number: TBD

Proposal Number: 1392

We hereby submit specifications and estimates for:

Blower/Installation service to install approximately 200 yards of ADA certified playground mulch material @ \$30.00 per yard for the locations as to be advised. The price is based upon reasonable access to the playground, i.e. an additional charge for courtyards, walled/fenced in areas, excessive distance and up charge for less than 20 yards at each stop. The price includes blower/installation service, loader, cartage, material, labor and complete clean-up.

TOTAL AMOUNT \$6,000.00

WE PROPOSE hereby to furnish labor and material – complete in accordance with the above specifications;
For the sum of: Six Thousand Dollars 00/100 dollars (\$6,000.00)

Payment to be made as follows:
\$0.00 down payment with a balance due of \$6,000.00 payable upon completion of job.

ACCOUNTS OVER THIRTY (30) DAYS OLD ARE SUBJECT TO A 2% INTEREST CHARGE

The undersigned agrees to pay the Contractor reasonable attorney fees, together with all other expenses and cost of any suit filed, should this contract, after default, be placed in the hands of an attorney for collection.

All material is guaranteed to be specified. All work to be completed in a Professional Manner according to standard practices. Any alternation or Deviation from above Specifications involving extra costs will be executed only upon written orders, and will Become an extra charge over and above the estimate. All agreements contingent upon Strikes. Accidents or delays beyond our control. Owner to carry fire, tornado and other Necessary insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted Within 10 days

Signature _____

Date of Acceptance: _____

ACCEPTANCE OF PROPOSAL – The above prices, specifications and conditions are Satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.



Administration Office

401 E. Camp McDonald Road, Prospect Heights, IL 60070
Phone: 847.788.0551 Fax: 847.788.1248 Email: admin@rtpd.org

May 11, 2017

Ms. Tracey Crawford
Executive Director
NWSRA
3000 Central Road – Suite 205
Rolling Meadows, IL 60008

Re: Improvements Proposed to be Financed Using Special Recreation Levy

Dear Ms. Crawford,

The Zone Recreation Center (formerly Clayground Art Studio) at 550 E. Business Center Drive in Mt. Prospect was originally a warehouse before River Trails Park District purchased it. Over the past several years, NWSRA has been a frequent patron and tenant at this building and has been very patient with our methodical improvements. Now that we have a defined and unique purpose for this site, it is time to fulfill the transition plan to make this building's entryway fully compliant.

The River Trails Park District hereby notifies and requests approval of the NWSRA Board of Directors for the proposed expenditure of funds from the District's special recreation levy to pay the cost of the following improvements:

- Remove the entirety of the 12% sloped entryway system.
- Reconfigure the south side of the building to have all three entrances ADA compliant with proper gradients.
- Group the three handicap parking slots, moving them immediately next to all 3 entrances and out of traffic flow.
- Create an additional compliant drop off ramp leading to the west entrance.

Since every aspect of this project has been identified in our Transition Plan for needed improvement, we are asking to charge the Special Recreation Fund **\$43,950.00**.

Anticipated benefits of the project to NWSRA are as follows:

- Parking and drop off areas immediately in front of the entryways without having to cross the parking lot or struggle up difficult slopes.
- Easily navigable entry into one of the most fun places around!

River Trails Park District respectfully asks that you review this request and present it with approval to the Board of Directors. If you require more information or have questions, please do not hesitate to contact me.

Sincerely,

Bret Fahnstrom
Executive Director
River Trails Park District



Administration Office

401 E. Camp McDonald Road, Prospect Heights, IL 60070
 Phone: 847.788.0551 Fax: 847.788.1248 Email: admin@rtpd.org

River Trails Park District
 The Zone
 550 E. Business Center Dr.
 ADA Entrance Compliance

PROPOSALS AND ESTIMATES

Engineering, Demo, and prep	\$ 8,700.00
Concrete disposal dumpsters	\$ 2,000.00
Concrete	\$ 22,400.00
Asphalt	\$ 3,700.00
13 Red domed mats	\$ 2,000.00
65 ' of Railing	\$ 3,200.00
Signs, bumpers, misc.	\$ 1,950.00
	\$ 43,950.00



Service Proposal

Date	Estimate #
4/28/2017	422

Name / Address
515 Business Center Dr. Mount Prospect, IL United States

P.O. No.	Project

Description	Total
<p>Scope of work:</p> <p>Redmond Construction Corp. is to provide supervision and ground protection of entire job site, equipping all workers on site with the proper safety attire.</p> <p>RCC is to provide stone and all material for the base.</p> <p>The demolition and removal of all existing concrete, asphalt, and topsoil is to be performed as per drawings. The site will be cleaned and cleared of any potential hazards once completed.</p> <p>RCC is responsible for the preparation of all construction and engineering documents for the job site.</p>	8,700.00

	Total	\$8,700.00
--	--------------	------------

John Redmond
President & Project Manager _____

Accepted
Sign & Date _____

Any unforeseen conditions will be brought to the property owner/representative's attention. Unforeseen conditions that result in additional work will incur additional costs on a Time & Material basis. The site foreman will present all conditions to the property owner/representative and the property owner/representative's will be required to sign Change Order sheets for any additional work. By signing Change Order sheets property owner/representative agrees to pay for all material and labor necessary to complete additional work. All Time & Material work will be billed separately and in addition to accepted contract work. If purchaser shall default in any payment or other obligations herein, purchaser agrees to pay for any and all cost of collection, including attorney fees and court costs. Past due payments are subject to a finance charge at a periodic rate of 1/2% per month (annul percentage rate of 18%) on balance outstanding.

Skoglund Concrete Const Inc

1632 N Vermillion
 Danville IL 61832
 U.S.A

Estimate

Bill To
River Trails Park District 1500 E Euclid Ave Mount Prospect 60056 IL U.S.A

Estimate#	EST-1414
Estimate Date	01 May 2017
Reference#	The Zone entrance

Ship To
505 Business Center Drive Mount Prospect IL U.S.A

Item	Description	Qty	Rate	Amount
Forming and grading	Install perimeter forms for curbs and sidewalks. Level gravel base for 5" thick sidewalk and compact. Reinforcing steel #4: 2 continuous in curb and sidewalks. Curb and ramp sides approx. 240 lf Sidewalks 1300 sf Gravel 5" below sidewalks Slope as per ADA guidelines.	20.00	400.00	8,000.00
Concrete	Supply labor and material to install 4000 psi fiber mesh concrete w/ light broom surface. Control joints @ approx. 5' cc each way. Provide protection until properly cured.	36.00	400.00	14,400.00
Note;	ADA warning mats not included	1.00	0.00	0.00
			Total	\$22,400.00

Thank you for your business .
 50% down to begin construction.
 Remainder due on completion.



Terms & Conditions

All permits supplied by others. Work to be done in a timely and workmanlike manner. Agreements are contingent on strikes, weather, or incidents beyond our control. Add 15% for work started between December 1st and March 1st for winter charges. Any additional work beyond the estimate to be completed only upon signed approval of additional charges. We are not responsible for any underground utilities.

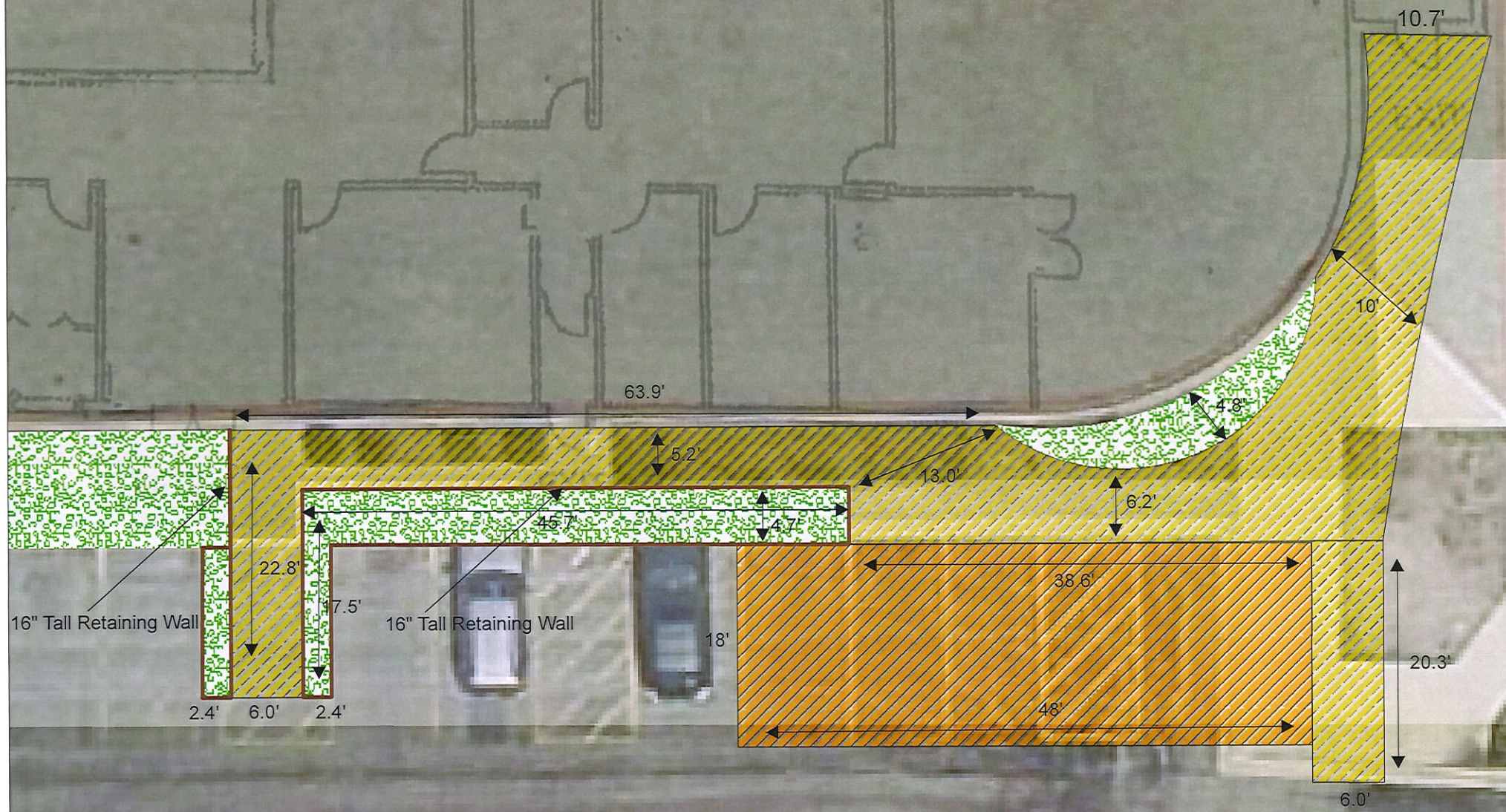
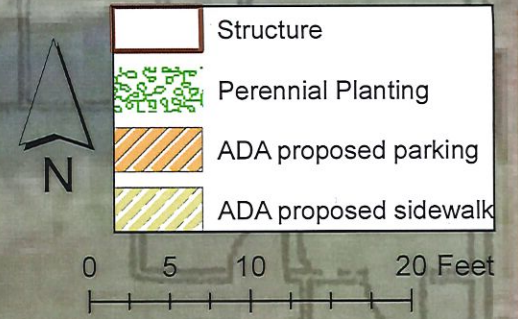
Authorized Signature _____

River Trails Park District: The Zone
March 23, 2017

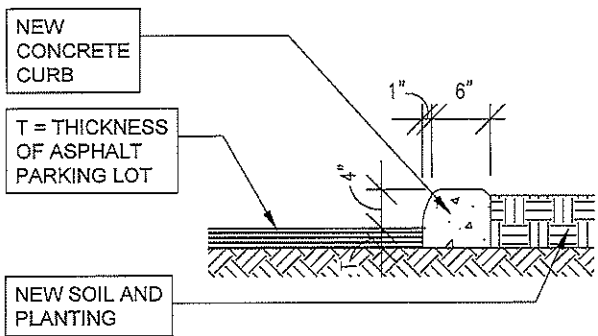


-  ADA Parking
-  ADA Sidewalk

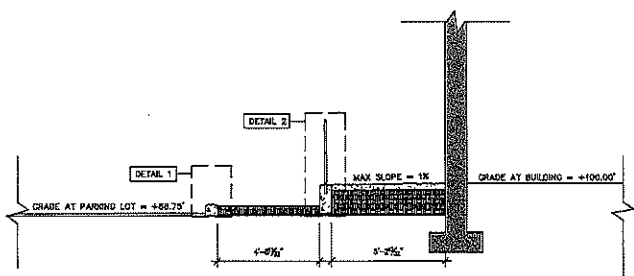
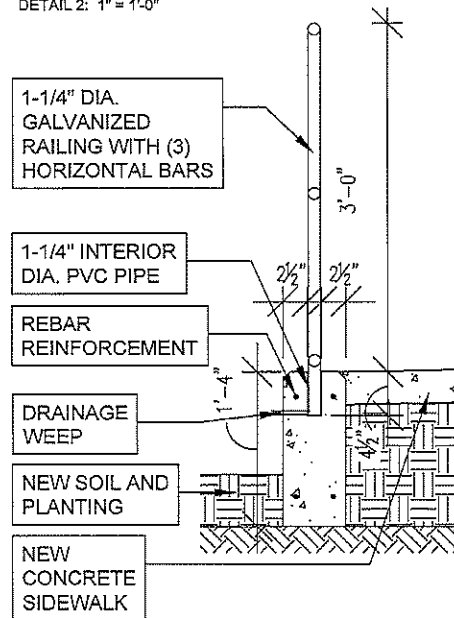
River Trails Park District: The Zone ADA Sidewalk and Parking Proposal



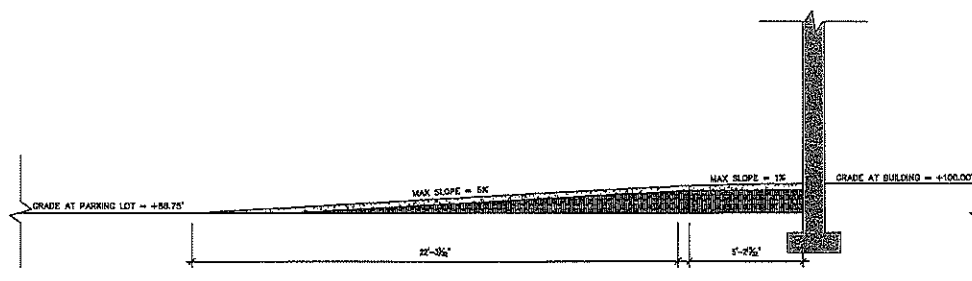
DETAIL 1: 1" = 1'-0"



DETAIL 2: 1" = 1'-0"



SECTION A-A: 3/16" = 1'-0"



SECTION B-B: 3/16" = 1'-0"

DRAWING TITLE: SIDEWALK AND CURB DETAILS DATE: 04/25/2017
 PROJECT NAME: 0122 RIVER TRAILS PARK DISTRICT SCALE: VARIES
 Redmont Construction Corp. 1981 JOHNS DRIVE GLENVIEW, IL 60025 T 847.542.5447

VII. Staff Reports

[Return to Home](#)

To: Tracey Crawford
From: Andrea Griffin and Jayne Finger
Re: Program Report - March 10, 2017 – May 9, 2017

Weekly Programs

The Winter/Spring program session will wrap up with 177 programs offered and 1381 registrations.

Chef's Corner cooking program has been working on learning to make simple healthy meals each week. The best part is being able to taste their work! They have also added into their cooking program a community service opportunity. The budding chefs have been making snacks to bring to the local Public Action to Deliver Shelter (PADS) program.

Eleven fitness enthusiasts in Zumba are shaking and moving to that Latin beat. The instructor said the first week only a few were moving, the second week a few more began to feel the rhythm and by the third week everyone was dancing up a storm!

Special Events

Thirty-six Chicago Bulls fans and staff attended the game at the United Center on March 10. NWSRA worked closely with Bulls representative to secure additional tickets clearing the extensive waiting list of participants for this popular event! The highlight of the night was having the group announced on the Jumbo Tron.

Leisure Education

Hanover Highlands School enjoyed an outing to Vogelei Barn for gymnastics and tumbling. The class is comprised of students with a variety of disabilities. After the class returned to school, the teacher e-mailed the NWSRA leader a picture of all the students laying down with their heads on the table with the caption, "gymnastics was a hit".

Greenbrook School, located in Hanover Park, traveled to Central Community Center to experience inline skating for the first time. This class consists of kindergarten and first graders with emotional and intellectual disabilities. During the activity the students learned how to skate with and without the assistance of a walker and got to request their favorite music. As the NWSRA bus returned to school, the teachers expressed how much fun they had and the importance of learning a new leisure skill at a park district facility.

Inclusion

Over the first quarter, registration increased by 63 registrations from 2016, which included 40 new residents! Over 350 inclusion registrations were processed within the first three months of the 2017. Inclusion Coordinators and Park District Program Managers conducted approximately 20 parent meetings to determine successful inclusive services.

In addition, the Manager of Inclusion Services and four Inclusion Coordinators provided over 20 hours of training to 76 member park district full and part time staff. Training topics included general inclusion, empathy, sensory processing disorder, and specific participant and program information. It speaks volumes when member districts make it a priority to provide educational opportunities to full and part time staff on the importance of adopting a proactive inclusion philosophy.

On Wednesday, April 26 Arlington Heights Park District hosted the Programming Inclusion Together (PIT) meeting that brought together 49 professionals within the NWSRA service area. PIT meetings allow for Inclusion Coordinators and park district contacts to discuss and problem solve inclusive strategies over the school year and during the summer months. John McGovern, President of The W-T Group, LLC - Accessibility Division presented on inclusion philosophies and benefits, understanding the laws of the American's with Disabilities Act (ADA) and smart/best practice based on those laws. Working sessions included current trends in inclusive recreation, reviewing four ADA case studies and evaluating the inclusion process among each case study. Illinois Park and Recreation Association (IPRA) awarded 0.2 Continuing Education Units to each professional that attend the training.

NWSRA Lightning Sports Teams

On beautiful Sunday, April 23, 38 Lightning Athletes competed in Special Olympics Spring Games (Track & Field) at Prospect High School. Of those 38 talented athletes, 27 of them qualified for Special Olympics Summer Games in June held in Bloomington/Normal. At Spring Games, NWSRA brought home 48 gold medals, 22 silver medals, 11 bronze medals, 4 fourth place ribbons, 2 fifth place ribbon and 1 sixth place ribbons. This event would not be possible without the assistance of the amazing full-time staff, part-time staff and volunteer coaches that assisted at the games.

Collaborative Opportunities

Healthy Minds Healthy Bodies (HMHB)

Twelve veterans are actively participating in the HMHB one-year free fitness membership and 15 personal training sessions among Bartlett, Buffalo Grove and Palatine Park Districts. NWSRA is responsible for the social component of the experience, planned by Rachel Hubsch, Inclusion Manager. On Thursday, March 9 five veterans from HMHB experienced a Big Deal production of Les Miserables at the Buffalo Grove Community Arts Center. The young adult actors blew everyone away with their stage presence and amazing singing and performing talents. "I wish I had the energy level of today's youth, I felt like I was at the Rosemont for a professional production", commented Woody, a 92 year old WWII Veteran. On Friday, April 21 four veterans brought out their creative side and learned the techniques of painting with watercolors from Jill Dekeyser, a retired Director of Human Resources who is actively living out her dream of becoming a well-known watercolor artist. Frosso, a WWII Veteran's wife commented that this is the first time she has painted since all of her personal paintings were stolen from storage over 30 years ago. She vowed to start painting again at least once a week.

Partners in Adult Learning (PAL) Collaborative

Community adventures for the PAL program this season included a tour at Villa Olivia in Bartlett including the ski hill, banquet facilities and a behind the scenes look at the kitchen. A birthday celebration included making cake pops and baby picture guessing game of all the participants. The fall and winter season were spent choreographing and rehearsing an adapted version of the ballet, "Sleeping Beauty." The performance was on May 5 at Community Center for the Arts in Buffalo Grove.

The PURSUIT Adult Day Program

PURSUIT based in Rolling Meadows has moved forward to offer a trial for individuals who have funding or ability to pay for an aide that provides medical/personal care support while in the program. Both Hanover Park and Rolling Meadows will be offering one spot under these conditions in addition to the twenty clients per day.

From March to May there has been about 70 tours given to approximately 150 school personnel and families as more potential clients will age out of school in 2017. With the excitement of

PURSUIT II at the new Hanover Park site, the amount of tours have increased. During this time the PURSUIT team has also completed 40 assessments for potential new clients for the Hanover Park site.

On Friday, March 10 PURSUIT staff presented at the Connect to the Community workshop on innovative transition ideas. There was a great response and approximately 20 families signed up on the interest list.

During the week of March 13 to March 17, Chicago State University Pharmacy students volunteered at PURSUIT. The students were very impressed with the program and felt it really help gave them a better understand of why certain people need certain medications.

On Monday, April 3 Elk Grove High School volunteers came to see the PURSUIT program. The group of about 8 volunteers spent the morning with PURSUIT clients. At the end of the visit all of the students took information on further volunteering and/or future employment.

On Thursday, April 20 a class from U46 came to tour the PURSUIT program. The students and teachers were very impressed. Many of the parents for those students have since contacted us and signed up for the interest list. When it was time to leave the teacher commented that "this was the first place she has left after a tour and felt there was hope for her students."

On Monday, April 24 PURSUIT staff presented at an NSSEO parent and teacher transition meeting. As a result of the presentation 10 families were added to the interest list.

On Tuesday, April 25 PURSUIT visited the Hoosier Grove Museum and Barn, part of the Streamwood Park District. The clients were very impressed with their tour and want to experience the dream wedding options they have.

Staff Update

Part-Time Staff

In winter session, there were 16 Part Time Program Leaders running thirty six programs, and in spring session, NWSRA had four part time program leaders running eight programs. Program Leaders have the responsibility of planning and implementing the programs and supervise the program assistants and volunteers. Part Time Program Leaders are currently evaluating and then sitting down with their assisting staff for a seasonal performance review. They are scheduled to wrap up their programs in Program Leader Closeout Meetings with the Support Services Coordinators where they evaluate the program and share helpful feedback. In May they will renew their First Aid, CPR and Crisis Prevention Intervention certifications. As well as take part in leading the mandatory training for all assisting staff.

There were an additional 95 assisting staff filling 189 program assistant spots in winter and spring.

Volunteers

During the winter/spring season, 108 individual volunteers donated time and talents to 10 separate club events, 8 sports teams, 34 weekly programs, 4 spring break camps, and 4 special events. Seventeen new volunteers have joined the team since March!

Interns

Jordan Ross, a student in Therapeutic Recreation at Illinois State University will be completing his Sr. Internship requirement at NWSRA over the summer for 16 weeks. Jordan will be assigned to a variety of programs including PURSUIT, weekly programs, day camp substitute, and inclusion

one day a week. In addition, he will be traveling with our Lightning Athletes to attend the Illinois Special Olympics Summer Games as well as the Boccia Nationals in July. Morgan Retzer, a student studying Therapeutic Recreation at Eastern Illinois University, will complete her fieldwork at NWSRA this summer as a camp counselor.

Staff Development and Training

During the past several months, staff have attended the following events which offer development and training opportunities:

- Fair Play at NWSRA Guidelines Review – March 7
- Participant Care Guideline Review and Training – March 7
- Sensory Integration Training – March 7
- Interviewing Techniques – April 18
- Twin Lakes Boating In-Service – April 18
- Tips for Working with Part-Time Staff and Volunteers – April 18
- Midwest Wheelchair and Adaptive Tennis Training – April 21
- ITRS Breakfast and Board Meeting – May 4

Two staff members attended the Midwest Wheelchair and Adaptive Tennis Training to expand their teaching skills in the area for Paralympics Tennis. The training was held at the Heritage Tennis Club in Arlington Heights on Friday, April 21. During the morning session, coaches were taught how to utilize adapted tennis equipment for athletes of all levels. The afternoon session focused on the actual skills of playing wheelchair tennis. In adapted tennis, the ball is allowed to bounce twice. It was an exciting experience for Lauren Jevaney and Michael Rusin, Program Specialists, to experience.

Behavior Team Report

Over the past several months the Behavior Team received six formal requests for support with specific participants. Two onsite program observations were conducted as a result of these requests. Ted Adatto, Inclusion Coordinator, facilitated a meeting for the Palatine Park District to coordinate behavioral solutions in an aftercare program. Numerous individual consultations with staff coordinating programs that include identified participants to continue to proactively address anticipated behavior challenges. The Behavior Team worked to update trainings for full-time staff in order to be prepared to deliver new information for the busy upcoming summer season.

Recruitment and Outreach

The Support Service department is in full motion as NWSRA gears up for summer! Recruitment flyers for employment have been distributed at over 50 locations within our 17 park districts, including local establishments and libraries. Erica Stanko, Recruitment Coordinator, has been working with 17 high schools to share information about working or volunteering at NWSRA. Over the past several months NWSRA was represented at 5 job fairs and 6 family events in the community.

NWSRA Intra-Staff Committees and Task Force Groups

The Lightning Sports Committee is developing a survey which will be sent at the end of each program session to get feedback skill development at practices and how it affects the outcome at the tournaments.

The Staff Enrichment Committee provided a fun event on St. Patrick's Day. The winner was the recipient of a Shamrock Shake. In April, staff made a canned goods donation and received a healthy smoothie.

To: Tracey Crawford, Executive Director
From: Brian Selders, Superintendent of Communications & IT
Re: NWSRA/SLSF Marketing and Public Relations Report
Date: May 5, 2017

Following is a synopsis of marketing activities that have taken place in 2017:

MEDIA	
Daily Herald	<ul style="list-style-type: none"> • Article on Broadway Buddies' Grease production • Article on NWSRA Distinguished Accreditation • Article on PURSUIT 2 • Article on Snoezelen Room • Article on Steve McVoy- World Games • Articles on Gold Medal Fashion Show • App Ad created for: Gold Medal Fashion Show
Chicago Tribune	<ul style="list-style-type: none"> • Article on NWSRA Distinguished Accreditation • Article on PURSUIT 2 • Article on Snoezelen Room • Article on Steve McVoy- World Games • Articles on Gold Medal Fashion Show
TribLocal/ Metromix	<ul style="list-style-type: none"> • Added SLSF events to online calendar of events
Daily Herald Business Ledger	<ul style="list-style-type: none"> • Submitted SLSF information for the Business Ledger Philanthropy Guide
Patch	<ul style="list-style-type: none"> • Article on Gold Medal Fashion Show posted
Miscellaneous	<ul style="list-style-type: none"> • Article on NWSRA in Voyage Chicago magazine • SLSF events posted online to the following sites: ABC Chicago, CBS Chicago, Daily Herald, WGN TV, Chicago Mama, Chicago Music Guide, North Shore Breaking News
ONLINE	
NWSRA/SLSF Online	<ul style="list-style-type: none"> • Implemented Part Time staff application system with online platform to RSVP for interview nights, auto-reply e-mails, exportable reports, social sharing and more. • Online system for receiving participant story information from staff implemented • Updated PURSUIT web page with online article and new format • Updated Snoezelen web page and links • Updated SLSF Facebook event pages

	<ul style="list-style-type: none"> • Day Camp flyer posted on School District virtual backpacks throughout NWSRA service area • Updated 2017 information across main site pages • Updated links throughout Directors sites, main site, ADA site and PDMarketing site • Bi-monthly NWSRA Now and SLSF Impact e-newsletters sent • Monthly NWSRA and SLSF Board Update e-newsletters sent
Social Media	<ul style="list-style-type: none"> • Invitation for SLSF Development Plan Focus Groups created and sent • 2016 recap of accomplishments video posted on Youtube • New video created for Gold Medal Fashion Show • NWSRA now has over 3,000 Facebook followers
PUBLICATIONS and FLYERS	
NWSRA/ SLSF	<ul style="list-style-type: none"> • SLSF Spring Appeal created and sent • NWSRA Winter/Spring and Summer 2017 brochures created and sent • NWSRA/SLSF 2017 Annual Report created and sent • Day Camp brochures created and sent • Co-op SRANI Ad placed in Chicago Special Parent magazine • 2016 SLSF Board Member review created • 2017 SLSF Event materials updated • Gold Medal Fashion Show invitations and program books created and sent • Created 2017 calendar of events
Television, Video and Radio	
NWSRA/SLSF	<ul style="list-style-type: none"> • Video created for SLSF Gold Medal Fashion Show • SLSF event slides played on Village of Palatine Channel 6 message board • A series of 30 second commercials about NWSRA is being played on the Village of Hoffman Estates, Village of Mount Prospect and Schaumburg Park District local television stations.
ADDITIONAL MARKETING	
NWSRA/SLSF	<ul style="list-style-type: none"> • Partnered with John Hersey High School through cross-promotion of Funner Olympics- received logo on banner, 550 t-shirts and flyers • Partnered with Northwestern University through cross-promotion of Make-a-thon and NWSRA • Submitted Agency Showcase nominations to IPRA

	<ul style="list-style-type: none"> • Presented IAPD/IPRA Community Service Awards to supporters • Article featured NWSRA in PDRMA safety newsletter • Snoezelen remote access/video project complete
Expos/Networking Events Attended	
NWSRA/SLSF	<ul style="list-style-type: none"> • Calendar of expos/networking events attended created by Outreach Committee. Attended 15 events in 2017
IN PROGRESS	
NWSRA/SLSF	<ul style="list-style-type: none"> • Hanover Park space IT implementation • Database/website build project • Various publications and online media • Partner event with Connect to Community- Director of Developmental Disabilities Division as guest speaker • NWSRA Village

Date: May 2017
To: Tracey Crawford, Executive Director
From: Nanette Sowa, Superintendent of Development
RE: SLSF Update for May NWSRA Board

SLSF is meeting with potential sponsors, filing grants and reaching out to existing and new donors in an effort to meet its 2017 financial goals. The current status is as follows:

Sponsorships: Sponsorship dollars are part of the SLSF event budgets. The FY 2017 budgeted amount is \$72,050. To date, \$46,925 has been promised for events, \$31,350 has been received.

Grants: The FY 2017 budgeted grant total is \$75,500. To date, SLSF has applied for \$27,695 in grants. All grants are pending approval. \$4,508.35 has been received from the 2016 Elk Grove Township grant. Their fiscal year is April through March. SLSF also learned that it was approved to receive an IDOT vehicle with the value of \$58,167. That vehicle is expected to be delivered in 2018.

Annual Appeal and Individual Gifts: The annual appeal mailing was sent the last week of November and SLSF received \$6230.75 since the first of the year. (\$16,830 was received in Nov/Dec 2016). A spring appeal will be sent in May using techniques suggested by American Philanthropic. SLSF has also received \$10,854.49 in Individual Gifts in 2017.

Events: The FY 2017 Events budgeted amount is \$245,260. The 27th annual Gold Medal Fashion Show was held on February 26th and raised just over \$57,000. The total amount received in event dollars as of May 3 is \$92,474.10. A portion of those dollars represent event sponsorships as shown in the sponsorship portion of this report. The Buffalo Grove Golf Classic will be held on Wednesday, May 17th. SLSF will report the financials of that event orally at the May NWSRA Board Meeting.

Grants to NWSRA: The SLSF Board approved a grant to NWSRA in the amount of \$275,000 for fiscal year 2017. The first of three installments will be paid in May 2017, the second installment in October 2017, the third installment December 2017 bringing the total to the budgeted \$275,000. The May grant total is \$90,804.51.

Volunteers and Outreach: SLSF is always looking for ways to include corporations in NWSRA programs as volunteers. Many corporations now tie philanthropic dollars to volunteer service. Any introductions to area corporations are appreciated. UPS volunteers painted the new NWSRA program area at the Hanover Park Park District on May 3, 2017.

2017 Goal: SLSF will be utilizing the services of an outside agency, American Philanthropic to assist with the creation of a five year development plan. It is anticipated that to meet the future needs of NWSRA, SLSF will need to increase the amount raised each year to eventually raise in excess of \$800,000 per year by 2020. An initial meeting was held with the SLSF team and the consultants on February 9th. A meeting for NWSRA and SLSF Board members as well as all SLSF committee members will be held on Tuesday, March 21st. The final draft of the plan will be presented at the May SLSF meeting on May 16th. The SLSF Board will be asked to approve the plan at that meeting. SLSF has already implemented the first step of the plan and has hired an event coordinator who will start at the agency on Monday, May 15th.



FY 2017
Financial Report
January-March 2017

Line Item #	Description	FY 2017 Budget	January-March 2017	% Change from Budget	Explanation
Income					
310000	Member District Assessments	4,152,137.48	1,258,857.45	30.3%	Slightly ahead of budget due to two park district assessments coming in early.
320000	Program Fees	543,787.31	122,594.83	22.5%	Under budget slightly because day camp registration began on March 13. One of the group homes with high registrations have an outstanding balance for W/S programs. Program participation is slightly down from first quarter 2016. Participation is down 6% from first quarter 2016.
321000	Transportation - Door to Door	8,650.00	1,797.00	20.8%	Under budget because the majority of summer day camp door to door transportation will be paid by August 1. Social Club participants requiring door to door transportation is lower than anticipated.
321100	Transportation - Pick up Points	19,350.00	3,226.00	16.7%	Under budget because the majority of summer day camp transportation from pick up points will be paid by August 1. Lower due to parents choosing to provide their own transportation for special events and clubs as well as a few special events with low enrollment.
340000	Non-Program Revenue	59,596.00	7,571.40	12.7%	Most of this line item will show in the 2nd and 3rd quarters, when Clearbrook begins reimbursing for Pursuit 2.
350000	SLSF Grant Contributions	275,000.00	0.00	0.0%	The first of three requests for the transfer of funds will take place in May of the second quarter.
360000	Sale of Fixed Assets	2,000.00	0.00	0.0%	This item is based on sale of vehicles which will not take place until after the second quarter.
370000	Interest	12,400.90	4,623.84	37.3%	Budgeted conservatively, so slightly ahead of target.
380000	Revenue SLSF	500.00	7.00	1.4%	This amount is transferred to SLSF in the 4th quarter. It is lower than budgeted due to fewer people choosing to donate on their participation registration forms.
385000	Transfer of Reserve	250,000.00	150,000.00	60.0%	\$150,000 has been transferred to cover the RMCC rent, which was paid in first quarter. The transfer of funds are committed to specific purchases.
	Total Income	5,323,421.69	1,548,677.52	29.1%	
Administration					
421000	Professional Fees	12,480.00	6,023.75	48.3%	Ahead of budget due to higher than anticipated legal expenses (including leases, waivers and personnel issues).
421100	Office Supplies	2,910.00	361.77	12.4%	Expenses are slightly lower than anticipated due to use of existing supplies ordered in 2016. In addition, no coffee purchases, locksmith, door system or furniture purchases have been made in 2017.
421150	Credit Card & Bank Fees	8,400.00	1,741.08	20.7%	NWSRA is on target in this line item.
421200	Postage	7,560.00	2,232.21	29.5%	Expenses are on target in this line item
421300	Telephone/Fax	10,050.00	1,382.58	13.8%	Expenses are lower than anticipated but will increase in 2nd, 3rd and 4th quarters due to Summer Day Camp cell phone usage and PURSUIT 2 opening
421400	Conference/Education	27,506.77	7,659.86	27.8%	Expenses will increase in the 3rd and 4th quarters as staff register for NRPA Conference in August and the IPRA State Conference in November.
421500	Memberships	15,164.00	1,214.00	8.0%	Expenses will increase in the 4th quarter as staff apply for IPRA membership in October.
421600	Health Insurance	589,454.53	118,307.15	20.1%	Slightly below budget due to anticipating maximum exposure of employees in the health plan.
421700	Maintenance/Utilities	47,805.68	6,731.75	14.1%	Below budget due to amount allocated for additional/emergency maintenance and cleaning
421800	Rent	179,780.00	144,359.46	80.3%	Although much higher than 25%, this item is on track, as the majority of the amount spent was in the 1st quarter for the RMCC 3 year lease.
421900	Computer	70,505.00	15,281.54	21.7%	Expenses are on target in this line item
	Subtotal Administration Expense	971,615.98	305,295.15	31.4%	
Program					
422100	Rental Municipal	31,341.25	5,657.27	18.1%	Slightly under due to NSSEO and district 54 invoices for use of facilities for summer camps will be paid during the 3rd quarter (August). The majority of this expense for Social Clubs will take place 2nd quarter (Boomers Game). Programs did not begin until February 13th, this represents only a month and half of programming. First quarter bills for use of facilities will be paid in second quarter.
422200	Rental Commercial (Commercial Expenses)	135,060.00	27,836.14	20.6%	Slightly lower due to programs starting on February 13th, this represents only a month and a half of programming.
422300	Program Development	6,000.00	303.67	5.1%	Majority of the program development will take place in the fourth quarter with implementation of after school care.
422400	Program Supplies	41,303.50	10,316.33	25.0%	On Target for this line item.

422500	Commercial Transportation	79,683.50	2,300.00	2.9%	Under due to airline fees and rental vehicles for two trips will be paid in the 3rd quarter (August). Commercial transportation for summer day camp will be paid in the 3rd quarter (July & August).
422600	Transportation Program Staff	17,500.00	4,352.47	24.9%	On target for this line item.
422700	Transportation Maintenance	76,375.00	7,821.48	10.2%	Much lower than 2016 due to two older vehicles being removed from than fleet. Current, newer vehicles are not requiring additional maintenance at their quarterly checks.
422800	Transportation Gas/Tolls/Park	48,000.00	6,200.71	12.9%	There is more transportation utilized in the summer months.
422900	Printing	41,600.00	8,993.94	21.6%	Expenses are on target in this line item
423100	Public Awareness	10,150.00	1,452.65	14.3%	Expenses will be higher in 2nd, 3rd and 4th quarters due to Co-op ads, recruitment, Pinning Ceremony and staff support
	Subtotal Program Expense	487,013.25	75,234.66	15.4%	
Salary					
424100	Full Time Staff Salary	2,067,032.79	453,870.33	22.0%	On track for this line item.
424200	Part Time Staff Salary	462,025.00	37,160.24	8.0%	Under due to the majority of this expense takes place during the 2nd and 3rd quarters with the hiring of seasonal summer employees. The amount is comparable to 2016 1st quarter.
424300	Payroll Processing	28,765.70	7,273.17	25.3%	On track for this line item.
424500	Car Allowance	7,800.00	1,800.00	23.1%	On track for this line item.
	Subtotal Salary Expense	2,565,623.49	500,103.74	19.5%	
Liability/Audit/IMRF					
441000	Liability/PDRMA	85,469.39	489.84	0.6%	The majority of this line item is paid in June and December.
442000	Audit	6,000.00	0.00	0.0%	Audit is presented in 2nd quarter, bill should be paid in 2nd quarter.
442100	Employer FICA	231,428.05	40,878.32	17.7%	Below budgeted amount due to part time staff salaries being below budget.
442200	IMRF	279,049.43	71,894.44	25.8%	On track for this line item.
	Subtotal Liability/Audit/IMRF Expenses	601,946.87	113,262.60	18.8%	
ADA Compliance/Capital					
450000	ADA Compliance	496,144.59	62,401.74	12.6%	Under budget due to being in the lower registration season, bulk of registrations for inclusion are in the summer season.
460000	Capital Equipment Replacement	192,940.00	671.07	0.3%	Below budget due to the majority of the expenses being vehicles which will be purchased after 2nd quarter. Additional expenses for HPCC should be paid in 2nd and 3rd quarter.
	Subtotal ADA/Capital Expenses	689,084.59	63,072.81	9.2%	
	Total Expenses	5,315,284.18	1,056,968.96	19.9%	
	Net Income(Revenue-Expenses)	8,137.51	491,708.56	6042.5%	

IX. New Business

[Return to home](#)

TO: Tracey Crawford, Executive Director
FROM: Trisha Breitlow
DATE: 5/9/17
RE: Banking Services

NWSRA and SLSF currently have their operating fund accounts held at BMO Harris bank. During the annual audit, it was brought to staff's attention that there was an error regarding the collateralized NWSRA funds. The funds which were collateralized through Bank of America/Merrill Lynch had not been collateralized since April 2015. This was due to an internal error made by Bank of America/Merrill Lynch. After 5 days of requesting proof of collateralized funds, which was requested by our auditor, the admission of error was provided by BMO Harris bank.

Upon discovery of the error, the timeline of events are as followed:

Monday-Friday, March 20-24- NWSRA Staff requests collateral information from BMO with no response

Friday, March 24- NWSRA staff are put in touch with a BMO staff who explains the error

Friday, March 24- BMO starts earmarking collateral through BMO while putting agreement in order for the Federal Reserve Bank of Boston

Monday, March 27- Tracey Crawford notifies Executive Board and Board Member Busby of the situation. NWSRA staff receive new pledge agreement form for the Federal Reserve Bank of Boston. NWSRA staff notify auditor of the situation. NWSRA receives a letter from BMO Harris and Bank of America/Merrill Lynch explaining the error. Tracey Crawford informs the Executive Board that she will be looking at closing accounts held at BMO Harris Bank and moving to another bank.

Wednesday, March 29- Pledge agreement form for the Federal Reserve Bank of Boston is submitted to BMO, copy is forwarded to auditor.

Wednesday, March 29- NWSRA staff forwards copy of letters from BMO and Bank of America/Merrill Lynch to the auditor explaining situation

Tuesday, April 4- Pledge agreement form is returned to NWSRA for a missing date, and resubmitted to BMO Harris

Thursday, April 6- NWSRA receives notification the account is open with the Federal Reserve Bank of Boston

RESEARCHING BANKS

NWSRA began researching banks, including surveying Member Park Districts. The results of the survey are as follows:

Park District/Bank	BMO Harris	Mt. Prospect State Bank	MB Financial	Wintrust	Evergreen (Oak Park)	Parkway	Cornerstone
Bartlett	X		X				
Elk Grove				X		X	
Hanover Park				X			
Hoffman Estates				X			
Inverness	X						
Palatine				X			
Prospect Heights		X					
River Trails		X					
Rolling Meadows	X				X		
Schaumburg				X			
South Barrington	X						
SLSF Supporter	X	X	x	X			X

An RFP for new bank services was made available on the NWSRA website on April 24, 2017. Information provided included NWSRA and SLSF investment policies and current banking set up. Information requested included scope of services, account structure, compensating balances and monthly account analysis, online banking services, transfers between accounts, fraud prevention and security, ACH, availability of funds, daylight overdrafts, wire transfers, statement and advice frequency, designated account executive, investments, services and conditions, community reinvestment act, and terms and condition.

Village Bank and Trust (a Wintrust Bank located 234 W Northwest Highway in Arlington Heights) was the only bank to return the proposal. Wintrust is able to meet all the requested requirements for NWSRA and SLSF. The proposed fee sheet is comparable to the current fees at BMO Harris. NWSRA currently has its Operating Reserve and Capital Reserve (both Max Safe Accounts) through another Village Bank and Trust branch in Arlington Heights.

REFERENCES

Wintrust was specifically recommended by Tom Busby, Executive Director at Elk Grove Park District. Tony LaFrener, Executive Director of Schaumburg Park District indicated Wintrust Bank has been a fantastic partner, and Rick Wulbecker, Executive Director of Hanover Park Park District indicated Wintrust has been a great partner.

It is at this time that staff recommends moving funds from BMO Harris Bank to Village Bank & Trust of Arlington Heights.

TO: NWSRA Board of Directors
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: NWSRA Banking

Motion to close the NWSRA Money Market, Imprest Public Funds Interest Checking, and Payroll Public Funds Interest Checking Accounts at BMO Harris Bank no later June 30, 2017.

General Banking Services	Charge Type	Quantity	Quoted Price	Charge for Service	Balance Required
Account Maintenance	<i>Per Month</i>	2	\$10.00	\$20.00	\$48,666.67
Checks Paid	<i>Per Item</i>	39	\$0.12	\$4.69	\$11,412.33
Deposits	<i>Per Deposit</i>	19	\$1.00	\$19.00	\$46,233.33
Deposited Item - Transit	<i>Per Item</i>	123	\$0.12	\$14.76	\$35,916.00
Deposit Administration Fee	<i>N/A</i>	160000	11.00%	\$14.47	\$35,200.00
ACH Credit Received	<i>Per Item</i>	28	\$0.12	\$3.36	\$8,176.00
ACH Debit Received	<i>Per Item</i>	27	\$0.12	\$3.24	\$7,884.00
General Banking Services Subtotal				\$79.52	
Receivable Services					
Cash Depository / Order Services - Teller Line					
Cash / Coin Deposit	<i>Per \$1 Deposited</i>	1412.27	\$0.001	\$1.41	\$3,436.52
Payable & Payroll Services					
Wire Transfer Services					
Incoming Wire - Domestic	<i>Per Wire</i>	1	\$11.00	\$11.00	\$26,766.67
Outgoing Wire - Domestic (Rep/Drawdown/Standard Order)	<i>Per Wire</i>	0	\$15.00	\$0.00	\$0.00
Payable & Payroll Services Subtotal				\$11.00	
Information Reporting Services					
I-Business Banking On-Line Service					
IBB Monthly Maintenance (Base)	<i>Per Month</i>	1	\$40.00	\$40.00	\$97,333.33
IBB Additional Account (> 2 Accounts)	<i>Per Account</i>	2	\$2.50	\$5.00	\$12,166.67
IBB Stop Payment	<i>Per Item</i>	1	\$15.00	\$15.00	\$36,500.00
IBB Extended History (18 Months)	<i>Per Month</i>	1	\$15.00	\$15.00	\$36,500.00
Information Reporting Services Subtotal				\$75.00	
Liquidity Management Services					
Investment / Sweep Services					
MaxSafe TM Account - Automatic Investment	<i>Per Month</i>	1	\$0.00	\$0.00	\$0.00
Liquidity Management Services Subtotal				\$0.00	
Service Charge TOTAL				\$166.93	

Less Earnings Credit: \$59.18
Net Charge: \$107.75

TO: NWSRA Board of Directors
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: NWSRA Banking

Motion to open new accounts with Village Bank and Trust in Arlington Heights for NWSRA.

TO: NWSRA Board of Directors
 FROM: Tracey Crawford, Executive Director
 DATE: 5/9/17
 RE: Resolution 2017-14 NWSRA Banking

The following individuals are currently authorized check signers for the NWSRA BMO Harris Bank Accounts:

Money Market

	Name
Executive Director	Tracey Crawford
Board Chairman	Tony Lafrenere
Board Vice Chairman	Diane Hilgers
Organizational Treasurer	Amy Charlesworth
Superintendent of Administrative Services	Trisha Breitlow

Imprest Public Funds Interest Checking

	Name	Limit
Executive Director	Tracey Crawford	N/A
Board Chairman	Tony Lafrenere	N/A
Board Vice Chairman	Diane Hilgers	N/A
Organizational Treasurer	Amy Charlesworth	N/A
Superintendent of Administrative Services	Trisha Breitlow	Up to \$1000
Superintendent of Communications & IT	Brian Selders	Up to \$1000
Superintendent of Recreation	Andrea Griffin	Up to \$1000
Superintendent of Recreation	Jayne Finger	Up to \$1000

Payroll Public Funds Interest Checking

	Name
Executive Director	Tracey Crawford
Superintendent of Administrative Services	Trisha Breitlow

Motion: To approve Resolution 2017-14 the signers and limits as listed above for the new NWSRA Bank Accounts to be opened at Village Bank and Trust.



April 5, 2017

Members of the Board of Trustees
Northwest Special Recreation Association
Rolling Meadows, Illinois

We have audited the financial statements of the governmental activities and the aggregate remaining fund information of the Northwest Special Recreation Association, Illinois for the year ended December 31, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 5, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Association are described in the Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2016. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the governmental activities' financial statements was:

Management's estimate of the depreciation expense on capital assets is based on assumed useful lives of the underlying capital assets. We evaluated the key factors and assumptions used to develop the depreciation expense estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Significant Audit Findings – Continued

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Any material misstatements detected as a result of audit procedures were corrected by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 5, 2017.

Management Consultations with Other Independent Auditors

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Association's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Other Matters – Continued

We were engaged to report on the budgetary comparison schedules and supplemental schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restrictions on Use

This information is intended solely for the use of the Board of Trustees and management of the Association and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to express our gratitude to the Board of Trustees and staff (in particular the Finance Department) of the Northwest Special Recreation Association, Illinois for their valuable cooperation throughout the audit engagement.

Lauterbach + Amen LLP
LAUTERBACH & AMEN, LLP

To: NWSRA Board of Trustees

From: Tracey Crawford, Executive Director

RE: 2016 Audit

Date: May 24, 2017

Motion to approve the 2016 Audit as presented by Lauterbach and Amen.



May 15, 2017

Memorandum

To: NWSRA Finance Committee

From: Michelle Binns, PFM Asset Management LLC

Re: Investment Update

PFM Asset Management LLC ("PFMAM") is happy to be providing investment advisory services to the Northwest Special Recreation Association ("NWSRA"). NWSRA's Investment Holding Account continues to be comprised of FDIC-insured Certificates of Deposit, as this is where we believe the greatest value is found based on state statute and NWSRA's Investment Policy. Current CDs are laddered and range in maturity from May 2017 to September 2018. All principal and interest on these CDs are FDIC-insured. Notable year-to-date activity in the Investment Holding Account includes no reinvestment of the January and February 2017 CD maturities. Proceeds from these CDs were needed by NWSRA for planned expenses. A full listing of current investments is attached.

Short-term interest rates have been on the rise since the Federal Open Market Committee decided to raise the Fed Funds rate back in December 2015. Since that rate hike, the Fed increased rates two more times, once in December 2016 and once in March 2017. Currently, the market is pricing in a 94% chance that the Fed will hike rates once again at their upcoming June meeting as well. The Fed's actions directly affect the rates on the types of securities that we evaluate for NWSRA's portfolio. Most notably, cash in NWSRA's IPDLAF+ Class account is earning more than 2.5 times more interest than it was a year ago. IPDLAF+ Class rates have risen from 0.26% as of April 30, 2016 to 0.68% as of April 30, 2017.

PFMAM will continue to provide reinvestment options to NWSRA as each CD draws closer to maturity. We will work with staff to ensure NWSRA's investment goals of safety, liquidity, and return are achieved.

On a personal note, I apologize for not being able to join you all for the May Finance Committee meeting as I'm flying back from the GFOA conference on May 24th. If the Committee, Board, or staff have any questions at all, please reach out to me at 312-523-2428 or at binns@pfm.com.



Account Statement

For the Month Ending **April 30, 2017**

Consolidated Summary Statement

NORTHWEST SPECIAL RECREATION ASSOCIATION

Portfolio Summary

Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield
Illinois Portfolio, IPDLAF+ Class	163.51	377,334.73	0.68 %
Illinois Trust CD Program	0.00	1,069,000.00	* N/A
Total	\$163.51	\$1,446,334.73	

* Not Applicable

Investment Allocation

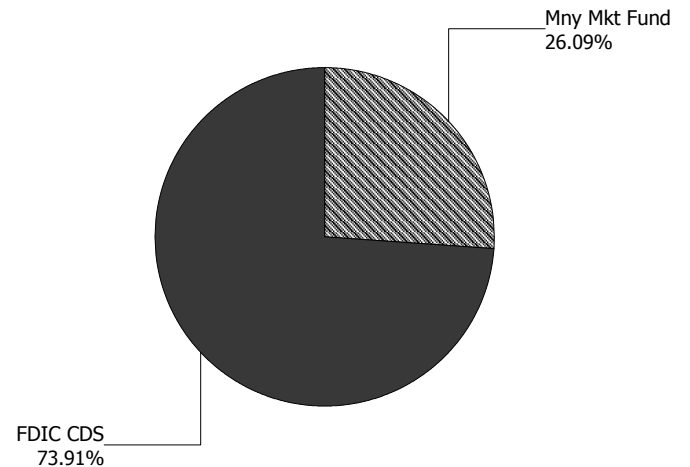
Investment Type	Closing Market Value	Percent
Money Market Fund	377,334.73	26.09
FDIC Insured Bank Certificates of Deposit	1,069,000.00	73.91
Total	\$1,446,334.73	100.00%

Maturity Distribution (Fixed Income Holdings)

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	477,334.73	33.00
31 to 60 days	0.00	0.00
61 to 90 days	0.00	0.00
91 to 180 days	324,000.00	22.40
181 days to 1 year	235,000.00	16.25
1 to 2 years	410,000.00	28.35
2 to 3 years	0.00	0.00
3 to 4 years	0.00	0.00
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
Total	\$1,446,334.73	100.00%

Weighted Average Days to Maturity 208

Sector Allocation





Investment Holdings

For the Month Ending **April 30, 2017**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT - 4669

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Accrued Interest	Est. Value at Maturity
Illinois Trust CD Program							
05/18/16	05/18/16	CD - Bank Of The West, CA	05/18/17	1.00	100,000.00	953.42	101,000.00
08/24/16	08/24/16	CD - Franklin Synergy Bank, TN	08/24/17	1.10	219,000.00	1,650.00	221,409.00
10/12/16	10/12/16	CD - Bank Of The Ozarks, AR	10/12/17	1.00	105,000.00	578.22	106,050.00
06/28/16	06/28/16	CD - First National Bank Of Mcgregor (The), TX	12/26/17	1.25	100,000.00	1,051.37	101,869.86
03/31/17	03/31/17	CD - First Internet Bank Of Indiana, IN	04/02/18	1.32	135,000.00	151.35	136,791.76
12/22/16	12/22/16	CD - Prudential Savings Bank, PA	06/20/18	1.40	210,000.00	1,047.12	214,389.86
09/14/16	09/14/16	CD - Fieldpoint Private Bank & Trust, CT	09/14/18	1.20	200,000.00	1,505.75	204,800.00
Total					\$1,069,000.00	\$6,937.23	\$1,086,310.48



Monthly Market Review

Economic Highlights

- Geopolitical turmoil took center stage in April, with markets closely watching military action in Syria, nuclear development efforts in North Korea and the consolidation of power by the Turkish president. The events triggered a mid-month move by investors in all markets to reduce risk, with equity prices and treasury yields moving lower and credit spreads widening.
- In France, first-round election results on April 23 set up a run-off vote between liberal/globalist Emmanuel Macron and nationalist Marine Le Pen. The results prompted a rally in stocks, the Euro and bond yields as investors gained confidence that Macron would prevail. His election in the second round on May 7 proved to be anti-climactic for investors who anticipated his win after the first round.
- U.S. real gross domestic product (GDP) grew 0.7% in the first quarter of 2017, according to the first estimate released by the Bureau of Economic Analysis, the slowest pace since it contracted in Q1 of 2014. Business investment in buildings and equipment collectively accelerated, but was largely offset by a sharp slowdown in consumer spending on goods and services, as well as a decline in government spending and inventories.
- Housing is providing a strong tailwind for the economy, with existing home sales in March rising to their highest level since the beginning of 2007, and new home sales increasing at their second highest rate since 2008. Home prices, as measured by the S&P CoreLogic Case-Shiller U.S. National Home Price Index, set a fourth straight all-time high in February. Home price rises in 20 major cities ranged from 3.2% in New York to 12.2% in Seattle.

Bond Markets

- Domestic bond markets quieted after an active first quarter; volatilities and risk premiums are lower, and the yield curve flattened as investors increased positions in long-duration securities.
- The two-year Treasury yield ended the month unchanged at 1.26%, while the yield on the 10-year Treasury fell 11 basis points (bps) to 1.83%, the largest monthly decline since June 2016. Treasury benchmarks posted their best monthly returns since June, when the U.K. Brexit vote triggered a strong bond market rally.
- Federal agency yield spreads remained near historically narrow levels as demand remained strong amid constrained supply. Value was focused in two- to three-year new issue securities. Agency index returns were largely in line with those of comparable-maturity Treasury indices.
- French elections did little to rattle investment grade corporates, as yield spreads widened modestly at the beginning of April and tightened back up following the first round results. Consequently, the month ended largely unchanged. Corporate indices continued to outperform strongly comparable-maturity Treasuries.
- Asset-backed securities (ABS) produced modest outperformance vs. comparable-duration Treasuries, while mortgage-backed securities (MBS) posted mixed returns, as a potential reduction in the Federal Reserve (Fed) holdings of MBS later in the year weighed on the sector.
- Yields on money market securities were largely unchanged during the month as investors continue to expect tightening monetary policy through the rest of the year. Commercial paper (CP) and bank

certificates of deposit (CDs) do not reflect the potential for further Fed tightening later this year.

Equity Markets

- Quarterly corporate earnings season kicked off in April as the S&P 500 Index (S&P 500) posted its sixth straight monthly gain. Results are positive as 60% of S&P 500 firms announced earnings, 81% exceeding analysts' estimates and 76% seeing earnings growth by the end of April. The S&P 500, Dow Jones and technology-heavy Nasdaq all returned more than 1%, with the Dow and Nasdaq leading the way at 1.4% and 2.3%, respectively.
- Consumer discretionary and technology sectors led the way in April as eight of the 11 S&P sectors posted positive returns. Telecom and energy continue to remain weak, with financials joining them to make up the bottom three in March.
- The U.S. Dollar Index fell for the second month in a row, weakening 1.3% against a basket of currencies, and aiding most international equity returns which were largely positive. European indices posted strong returns led by France's CAC 40 Index reacting to election results. In Asia, all major indices rose except for in Mainland China. Both Brazilian and Canadian stocks rose in nominal terms, but suffered strong declines in U.S. dollar terms, as their currencies weakened.

PFM Outlook

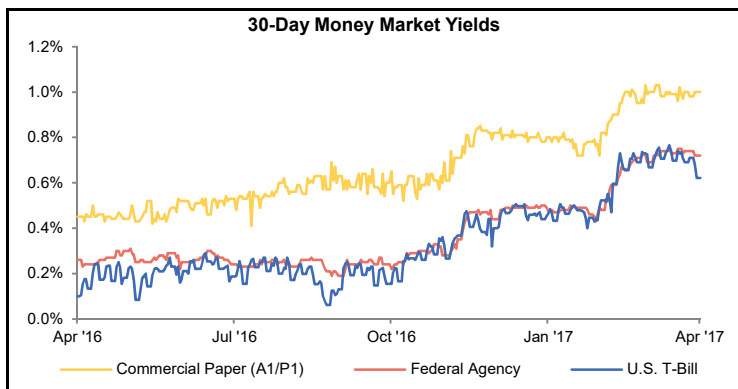
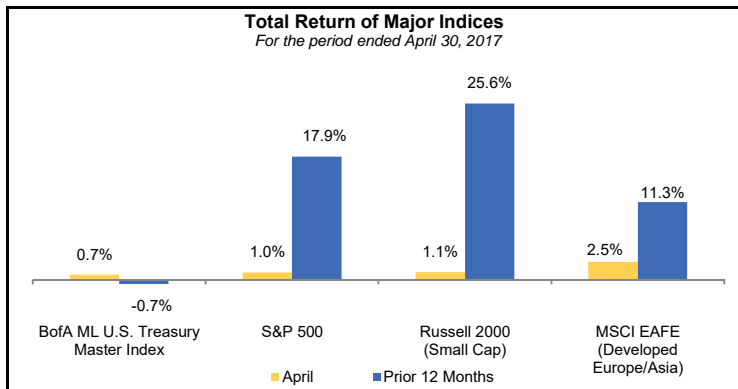
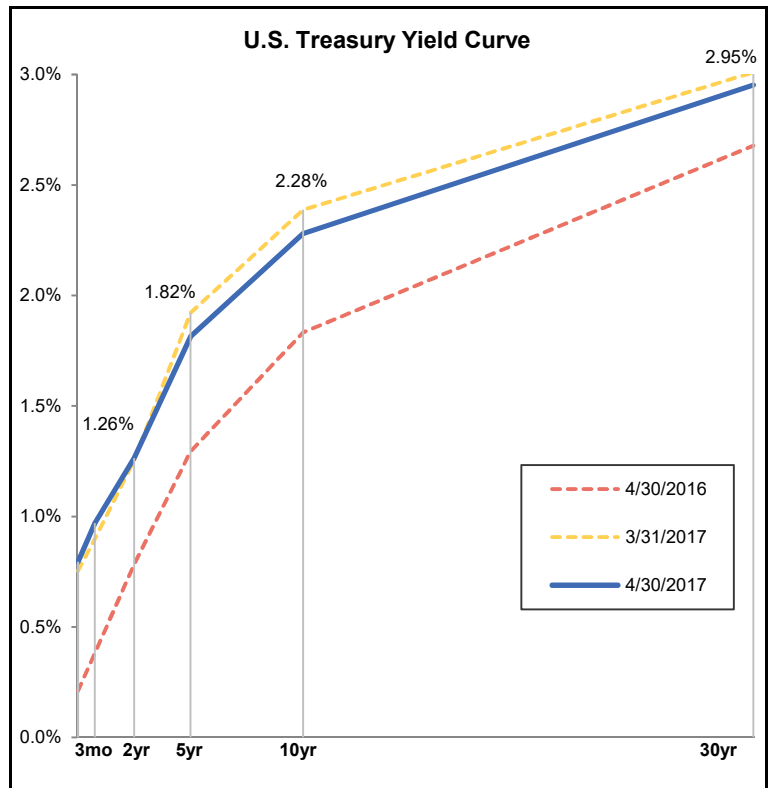
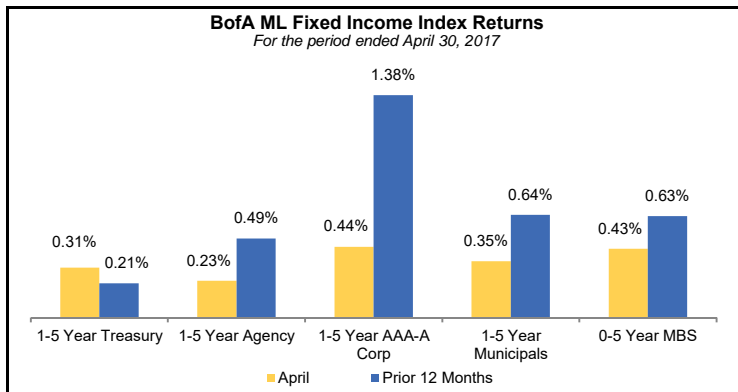
- A strong employment report for April (released May 5) suggests that the weak first quarter was a speed bump, rather than a turning point. Hiring rebounded, the unemployment rate dropped to a decade low of 4.4%, and wage growth continued the trend of increases at a pace slightly in excess of inflation. All in all, we think that the stage is set for stable, moderate growth for the balance of the year.
- While the Fed kept rates unchanged at its May 3 meeting, the accompanying statement characterized the first quarter slowdown as "likely to be transitory" and pointed in the direction of rate increases later in the year. June seems the most likely timeframe. The markets generally do not reflect this; however, downward pressure on long-term yields—falling commodity prices, low yields in Europe and modest inflation expectations—supports our strategy of managing portfolios at or near neutral duration.
- Overall, we are cautiously optimistic on the corporate sector as profits and balance sheets remain strong. Current valuations are slightly stretched while yield spreads remain tight, increasing the importance of security selection. We look to new issues to add value, specifically in the financial sector.
- We continue to see significant risks and headwinds in the MBS sector, primarily driven by seasonal supply increases and the potential for the Fed to begin reducing its open market holdings later this year, and ultimately unwinding its MBS portfolio. We feel caution within the MBS sector is warranted and will focus on choosing issues with shorter average lives and less sensitivity to interest rate movements.
- In our view, current CP and negotiable CD yields represent good value when compared to similar maturity government obligations. They offer a shorter-duration alternative to one- and two-year governments as well as incremental income with less market risk.

U.S. Treasury Yields				
Duration	Apr 30, 2016	Mar 31, 2017	Apr 30, 2017	Monthly Change
3 Month	0.21%	0.75%	0.80%	0.05%
6 Month	0.38%	0.90%	0.97%	0.07%
2 Year	0.78%	1.26%	1.26%	0.00%
5 Year	1.30%	1.92%	1.82%	-0.10%
10 Year	1.83%	2.39%	2.28%	-0.11%
30 Year	2.68%	3.01%	2.95%	-0.06%

Yields by Sector and Maturity as of April 30, 2017				
Duration	U.S. Treasury	Federal Agency	Corporates-A Industrials	Municipals
3 Month	0.80%	0.81%	1.22%	-
6 Month	0.97%	0.90%	1.29%	-
2 Year	1.26%	1.37%	1.73%	1.06%
5 Year	1.82%	1.93%	2.40%	1.56%
10 Year	2.28%	2.61%	3.14%	2.30%
30 Year	2.95%	3.17%	4.05%	3.13%

Spot Prices and Benchmark Rates				
Duration	Apr 30, 2016	Mar 31, 2017	Apr 30, 2017	Monthly Change
1 Month LIBOR	0.44%	0.98%	1.00%	0.02%
3 Month LIBOR	0.64%	1.15%	1.17%	0.02%
Effective Fed Funds Rate	0.30%	0.82%	0.83%	0.01%
Fed Funds Target Rate	0.50%	1.00%	1.00%	0.00%
Gold (\$/oz)	\$1,291	\$1,247	\$1,268	\$21
Crude Oil (\$/Barrel)	\$45.92	\$50.60	\$49.33	-\$1.27
US Dollars per Euro	\$1.15	\$1.07	\$1.09	\$0.02

April's Economic Indicators				
Indicator Name	Release Date	Period	Actual	Survey (Median)
Nonfarm Payrolls	7-Apr	Mar	98k	180k
CPI ExFood&Energy YoY	14-Apr	Mar	2.00%	2.30%
Retail Sales MoM	14-Apr	Mar	-0.20%	-0.20%
Existing Home Sales	21-Apr	Mar	5.71m	5.60m
New Home Sales	25-Apr	Mar	621k	584k
Consumer Confidence	25-Apr	Apr	120.3	122.5
GDP Annualized QoQ	28-Apr	1Q (1st est.)	0.70%	1.00%



Source: Bloomberg. Data as of April 30, 2017 unless otherwise noted.

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To: Tracey Crawford, Executive Director
From: Miranda Woodard, Accounting Manager
Date: May 24, 2017
Re: NWSRA Fund Balance

Fund Balance Policy

Fund Balance Philosophy

NWSRA believes that strong financial management principles require sufficient funds be retained to provide a stable financial base at all times. To retain a stable financial base, NWSRA needs to maintain a fund balance policy sufficient to fund all cash flows for its daily operations and capital needs. NWSRA must provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature. The purpose of this policy is to specify the size and composition of NWSRA's current accounts and set a balance recommendation for both operating and reserve funds. No change or removal of the fund balance may occur without approval by resolution of the Board of Trustees. The fund balance may be used for a specific purpose authorized by the Executive Director.

Minimum Unrestricted Fund Balance Levels

This policy applies to NWSRA's funds as follows:

- A. **Operating Funds** – The Operating Funds are the major funds including the general fund of NWSRA. They are used to account for administrative, maintenance and all financial resources except those that are accounted for in another fund. The Operating Funds are assigned to obtain fiscal sustainability. This assigned fund balance will be maintained at a minimum level of 25% of annual budgeted expenditures. This will be adjusted annually with the adoption of the annual budget and is calculated at a minimum of three months (25%) of expenditures not including capital and transfers.

Below are the fund balances as of 12/31/2016:

Operating Account (Money Market)	\$ 1,834,219.43
Payroll Account	\$ 142,478.91
Administrative Account (Imprest)	\$ 16,913.58
General Account (IPDLAF General)	<u>\$ 135,163.75</u>
Total Operating Fund Balance:	\$ 2,128,775.67

- B. **General Reserve Fund**- This assigned fund balance should maintain a balance equal to or greater than 25% of annual expenses.

Below is the fund balance as of 12/31/2016

General Reserve Fund (Max Safe 1)	\$ 1,269,025.54
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- C. **Capital Reserve Fund**- This committed fund balance shall be used for capital purchases and should maintain a balance in an amount equal to a 3 year rolling average of the total budgeted capital expenditures.

Below is the fund balance as of 12/31/2016

Capital Reserve Fund (Max Safe 2)	\$ 91,830.67
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Authority

- A. Committed Fund Balance- An agency-imposed constraint on spending the fund balance must be approved by resolution of the Board of Trustees. Any modifications or removal of the agency-imposed constraint must use the same action used to commit the fund balance.

Formal action to commit fund balance must occur before the end of the fiscal year. The dollar amount of the commitment can be determined after year end.

- B. Assigned Fund Balance- An agency-imposed constraint on spending the fund balance based on NWSRA's intent to use fund balance for a specific purpose. The authority may be delegated to the Executive Director.

Ceiling Statement

The Operating Funds will have a minimum level of 25% of annual budgeted expenditures. If the Operating Funds exceed 50% of annual budgeted expenditures, the Finance Committee will review the funds and propose a recommendation to the Board of Trustees.

Per the Ceiling Statement the Operating Funds will abide by the following balances:

2017 Total Budgeted Expenditures:	\$ 5,315,284.18
Minimum Balance	\$ 1,328,821.06
Maximum Balance	\$ 2,657,642.09

Accounts that make up the Operating Fund	At 25% Minimum of 2017 Total Budgeted Expenditures	At Proposed 32% of 2017 Total Budgeted Expenditures
TOTAL	\$1,328,821.06	\$1,682,264.17
Broken out as follows:		
Money Market Account	\$958,821.06	\$1,200,000.00
Payroll Account	\$210,000.00	\$210,189.57
Imprest Account	\$10,000.00	\$16,800.43
IPDLAF Account	\$150,000.00	\$255,274.17

General Reserve Fund	At 25% Minimum of 2017 Total Budgeted Expenditures	Proposed 2017 Balance
	1,328,821.06	\$1,328,821.06

Capital Reserve Fund	At 3 Year Rolling Average of Total Budgeted Expenditures	Proposed 2017 Balance
	\$178,346.68	\$178,346.68

After analysis of the previous two years, since the Fund Balance Policy was implemented, staff has recognized a need to maintain a higher balance than the minimum in the Operating Fund to allow for increased expenditure months which will allow a positive cash flow. At this time, staff recommends the Operating Fund balances to be 32% of the total budgeted expenditures which still falls within the set parameters of the Fund Balance Policy. This calculates to a difference of \$353,443.11 from the minimum to the recommend amount.

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
RE: Fund Balance
Date: May 24, 2017

Motion to approve the 2017 Fund Balances as presented below:

Operating Fund	\$1,682,264.17
General Reserve Fund	\$1,328,821.06
Capital Reserve Fund	\$178,346.68

To: NWSRA, Board Members

From: Miranda Woodard, Accounting Manager

Re: NWSRA Investment Transfer

Date: May 24, 2017

Below are the staff recommendations for the 2017 fund balances:

	2016 Audited Balances	Difference of Audit and Fund Balance Recommendation	Balances after recommended Transfers
Operating Fund	\$2,128,775.67	<\$446,511.50>	\$1,682,264.17
General Reserve Fund	\$1,269,025.54	\$59,795.52	\$1,328,821.06
Capital Reserve Fund	\$91,830.67	\$86,516.01	\$178,346.68
Total	\$3,489,631.88	300,199.97	\$3,189,431.91

**Difference of Balance as of 12/31/2016 \$300,199.97
and Balance after transfers**

Based on the audited net balances as of 12/31/16 staff recommends the following transfers:

1. \$59,795.52 from the Operating Fund (Money Market) to General Reserve Fund
2. \$86,516.01 from the Operating Fund (Money Market) to Capital Reserve Fund
3. \$300,199.97 from the Operating Fund (Money Market) Account to PFM IPDLAF Investment Account.

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
RE: 2017 Recommended Transfers
Date: May 24, 2017

Motion to approve the 2017 transfers:

1. \$59,795.52 from the Operating Fund (Money Market) to General Reserve Fund
2. \$86,516.01 from the Operating Fund (Money Market) to Capital Reserve Fund
3. \$300,199.97 from the Operating Fund (Money Market) Account to PFM IPDLAF Investment Account.

Date: May 24, 2017
To: NWSRA, Board of Directors
From: Trisha Breitlow, Superintendent
Re: IDOT Request to apply for Vehicle Grant, Resolution 2017-12

Due to the constant effort to provide transportation to participants and the expansion of our Adult Day Program, NWSRA is in need of additional vehicles for our fleet. The Illinois Department of Transportation has a Public Transportation Capital Assistance Grant for granting vehicles. It is at this time that staff are requesting the approval from the Board to apply for this grant.

Resolution 2017-12 authorizes NWSRA to apply for the Public Transportation Capital Assistance Grant.

**Northwest Special Recreation Association
Resolution 2017-12**

Resolution authorizing application for a Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's general authority to make such Grants.

WHEREAS, The provision and improvement of public transportation facilities is essential to the development of a safe, efficient, functional public transportation system; and

WHEREAS, The Illinois Department of Transportation has the authority to make such Grants and makes funds available to offset certain capital costs of a private non-profit, general public transportation system or an IDOT Certified Public Provider transportation system providing specialized paratransit service; and

WHEREAS, Grants for said funds will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE NORTHWEST SPECIAL RECREATION ASSOCIATION:

Section 1. That an application be made to the Division of Public and Intermodal Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under the Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting certain public transportation facility capital costs of Northwest Special Recreation Association.

Section 2. That the Executive Director of the Northwest Special Recreation Association is hereby authorized and directed to execute and file on behalf of the Northwest Special Recreation Association such application.

Section 3. That the Executive Director of the Northwest Special Recreation Association is authorized to furnish such additional information as may be required by the Division of Public and Intermodal Transportation in connection with the aforesaid application for said Grant.

Section 4. That the Executive Director of the Northwest Special Recreation Association is hereby authorized and directed to execute and file on behalf of the Northwest Special Recreation Association all required Grant Agreements with the Illinois Department of Transportation.

PRESENT and ADOPTED the 24th day of May, 2017

Tony LaFrener, Board Chairman

ATTEST: _____
Tracey Crawford, Executive Director and Board Secretary

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
RE: IDOT Resolution 2017-12
Date: May 24, 2017

Motion to approve Resolution 2017-12 approving NWSRA to apply for the Public Transportation Capital Assistance Grant.

TO: Tracey Crawford, Executive Director
FROM: Trisha Breitlow, Superintendent of Administrative Services
Nanette Sowa, Superintendent of Development
DATE: 5/9/17
RE: Special Leisure Services Foundation Attorney

On March 3, Board of Directors member Ernie Blomquist submitted his resignation from the SLSF Board of Directors. As a result, the law firm of Massucci, Blomquist, Anderson, & Dunn will no longer be providing legal services to SLSF. Mr. Blomquist has been acting as pro bono legal counsel and legal advisor to SLSF since 1981.

The legal counsel for Northwest Special Recreation Association (NWSRA) is the Law Firm of Robbins Schwartz. NWSRA has been a client of Robbins Schwartz since 2001, and received excellent support and service. The attorneys at Robbins Schwartz have also recently assisted with SLSF matters including the American Philanthropic contract and the agreement for construction of the accessible ramp at the Hanover Park Park District Community Center.

Heidi Katz, attorney at Robbins Schwartz, has agreed to provide legal services to the Special Leisure Services Foundation. The monthly fee would be \$50, with hourly rates ranging from \$205-\$230. Ms. Katz sent letters regarding disclosure of potential conflict of interest and proposed waiver of conflicts to Tony LaFrener, NWSRA Board Chair and Carl Arthur, SLSF Board Chair. Both indicated they found no conflict of interest after receiving the letters. An Acknowledgement and Consent Form is required to be signed by the SLSF Board Chair and the NWSRA Board Chair, as well as a formal engagement letter to Robbins Schwartz for Special Leisure Services Foundation to become a formal client.

At the May 16, 2017 SLSF Board Meeting, a motion to approve the engagement of the Law Firm of Robbins Schwartz to become the legal counsel for the Special Leisure Services Foundation at a monthly retainer fee of \$50 with an hourly rate from \$205-\$230 was passed.

HEIDI A. KATZ
hkatz@robbins-schwartz.com

BY EMAIL AND U.S. MAIL

April 13, 2017

Tony LaFrene, Chair
NWSRA Board of Trustees
and
Carl E. Arthur, Chair
SLSF Board of Directors
C/o Tracey Crawford
NWSRA Executive Director and
President, SLSF Board of Directors
3000 Central Road
Rolling Meadows, IL 60082

Re: Disclosure of potential conflict of interest / proposed waiver of conflicts

Dear Mr. Frene and Mr. Arthur,

This letter follows up on the request of our client the Northwest Special Recreation Association and of its affiliate the Special Leisure Services Foundation, conveyed by NWSRA Superintendent of Administrative Services Trisha Breitlow, that our firm undertake general representation of SLSF as well as of NWSRA.

Robbins Schwartz has been privileged to serve NWSRA since 2001.¹ My own involvement with the Association dates back to my years at Fawell, James and Brooks, during which I helped to incorporate and obtain Section 501(c)(3) status for Special Leisure Services (as SLSF was originally known) as a separate non-profit entity whose purpose is to enhance and support, financially and otherwise, NWSRA's mission of providing quality recreation and leisure programs for individuals with disabilities.

Rules of professional conduct governing our practice hold that a law firm owes each of its clients a duty of loyalty. Therefore, we may not represent a client in a matter if the representation of that client would be directly adverse to the interest of another client. Where clients' interests are not directly adverse, a law firm is generally prohibited from undertaking any representation involving an actual or potential conflict of interest without the informed consent of both parties.

To my knowledge, there have been no situations over the years in which NWSRA and SLSF have been adverse parties, nor are there currently any matters as to which they anticipate having divergent interests. In light of this history and the two entities' typically common interests, we do not believe our general representation of NWSRA and SLSF would disserve either party. Therefore, we consider this to be an appropriate case in which to request written consent of their respective governing boards to the firm's representation of both the Association and the College.

¹ Since 2016, our firm has also represented two NWSRA member park districts, those being Bartlett Park District and Hanover Park Park District.

Nonetheless, there might in the future be an occasion on which Association and Foundation boards do not see eye to eye on a matter of significance. This letter is to further inform you concerning the conflict of interest our firm would have in that situation, were we then serving concurrently as counsel to both entities. If SLSF selects our firm as its legal counsel and we continue to represent NWSRA, then if a situation arose in which the two clients had interests which were or could foreseeably become adverse, we would be required to promptly disclose our conflict of interest to both parties, and might be precluded from representing *either* of them as to that matter under applicable rules of professional ethics which mandate undivided loyalty to the interests of each client. Depending upon the nature and magnitude of the parties' differences and other particular circumstances of the situation, concurrent legal representation of NWSRA and the Foundation might not be possible, and each entity would need to seek separate and independent legal counsel with respect to that matter.

These ethics rules also preclude a lawyer and his or her firm from disclosing or using privileged information acquired in the course of serving a client, to that client's disadvantage, or to advance the interests of any other client. When this type of concurrent representation is authorized, each client should be aware that counsel may freely share information provided by either client with the other client about matters which affect them both, without regard to the attorney-client privilege which would ordinarily apply.

Were Robbins, Schwartz engaged by the SLSF Board of Directors to serve as legal counsel for the Foundation, the firm would provide those services, pursuant to a formal engagement letter, on an as-needed and requested basis, billing any services provided on a monthly basis at the same hourly rates which apply to work we do for NWSRA. These rates range from \$205 per to \$230 per hour, depending upon the experience level of the attorney working on the matter. Paralegal services are billed at \$120 per hour.

We encourage you to review further information about the firm and its professional staff on our website at www.robbsins-schwartz.com, and would be glad to address at an interview or by follow-up correspondence any questions which either Board may have regarding points discussed in this letter. Thank you for your consideration.

We will not undertake general representation of SLSF unless and until we have been notified in writing that by each party's governing board of its consent. Consent, or lack of consent, may be indicated by signature of each board's authorized by officers on the enclosed Acknowledgment and Consent.

Very truly yours,

ROBBINS SCHWARTZ



By: Heidi A. Katz

HAK:me

Enclosures

cc: Robbins Schwartz partners Joseph J. Perkoski and Steven B. Adams

Acknowledgement and Consent

The Board of Trustees of Northwest Suburban Special Recreation Association ("NWSRA"), having reviewed the above correspondence from legal counsel Robbins Schwartz and having been advised of potential conflicts of interest which may be entailed in counsel's proposed concurrent representation of NWSRA and the Special Leisure Services Foundation ("SLSF"),

_____ DOES _____ DOES NOT

consent to the firm's general representation of both NWSRA and SLSF. It is further understood and agreed that counsel may freely convey necessary information provided by it to one client to the other respecting matters which affect them both, without regard to the attorney-client privilege which would otherwise apply.

Board of Trustees of
Northwest Special Recreation Association

By: _____
Board Chair

Date: _____

Attest: _____
Board Secretary

TO: NWSRA Board
FROM: Tracey Crawford, Executive Director
DATE: 5/17/17
RE: Appointment of Legal Counsel

A motion to approve the engagement of the Law Firm of Robbins Schwartz to become the legal counsel for the Special Leisure Services Foundation at a monthly retainer fee of \$50 with an hourly rate from \$205-\$230.

Date: May 24, 2017
To: NWSRA, Board of Directors
From: Trisha Breitlow, Superintendent
Re: Surplus Ordinance O2017-2

In order to stay in compliance with the Capital Assets Policy, it is at this time that staff recommends the which is outlined on Ordinance O2017-2:

1. Donation of 6 wheelchairs to Synergy with the value of approximately \$100.00 per chair.
2. Auction or disposal of a 19 inch Panasonic TV w/VHS Player – this is to correct the size of the TV listed on Ordinance number 2016-5 approved in November 2016.
3. Approval to take the 2003 Dodge Grand Caravan SE (Vehicle 511) due to age, mileage and continual repairs.

**NORTHWEST SPECIAL RECREATION ASSOCIATION
ORDINANCE #O2017-2**

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CONVEYANCE OR
SALE OF SURPLUS PERSONAL PROPERTY OF THE NORTHWEST SPECIAL
RECREATION ASSOCIATION COOK COUNTY, ILLINOIS**

WHEREAS, the Northwest Special Recreation Association, Cook County, Illinois (“Park District”) owns personal property as described in Addendum A. hereinafter known as the “Property,” and

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), the Park District is authorized to sell, convey or donate any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the Park District; and

WHEREAS, the Board of Park Commissioners (“Board”) has reviewed a staff report finding that the Property is no longer useful to the Park District and recommending its sale, donation or disposal and the Board concurs with that recommendation.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Northwest Special Recreation Association, Cook County, Illinois, as follows:

Section 1. The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them into this Ordinance by this reference.

Section 2. The Board finds that the Property is no longer necessary and useful to the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the Property in the following manner:

Sell the Property to the highest bidder.

or

Trade-In the Property

or

Donate the Property to such person or entity that will make use of the equipment.

or

Dispose of the Property if the District is unable to sell or donate identified equipment.

Section 3. The seller, Northwest Special Recreation Association, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. The Northwest Special

Recreation Association neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said items.

The buyer agrees to purchase said items in an “**as is**” condition with all faults. The buyer understands that the seller does not expressly or implicitly warrant that the said items meet or comply with any applicable safety standards (examples: ASTM, OSHA, CPSC). The buyer is solely responsible for determining that the said items are appropriate for any and all particular uses.

The buyer further agrees to indemnify, hold harmless and defend the Northwest Special Recreation Association and its officers, agents and employees from any and all claims resulting from injuries, damages and losses arising out of, connected with, or in any other way associated with the use of said items.

Section 4. The Board authorizes and directs the Executive Director take such action necessary to sell, donate or dispose of the Property as herein authorized.

Section 5. This ordinance shall be in full force and effect from and after its adoption as provided by law.

Adopted this _____ day of _____, 2017.

Ayes:

Nays:

Absent:

Chairman, Tony LaFrener
Board of Trustees
Northwest Special Recreation Association

ATTEST:

Secretary Tracey Crawford
Board of Trustees
Northwest Special Recreation Association

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS.

SECRETARY’S CERTIFICATE

I, Tracey Crawford, do hereby certify that I am Secretary of the Board of Trustees of the Northwest Special Recreation Association, Cook County, Illinois, and as such official I am keeper of the records, ordinances, files and seal of said Agency; and,

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of:

AN ORDINANCE authorizing and providing for the conveyance or sale of surplus personal property of the Northwest Special Recreation Association, Cook County, Illinois

adopted at a duly called Regular Meeting of the Board of Trustees of the Agency, held at the Park Central, in said Agency at 10:30 a.m. on the _____ day of _____, 2017.

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

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Northwest Special Recreation Association, Rolling Meadows, Illinois this _____ day of _____, 2017.

Tracey Crawford, Secretary
Board of Trustees
Northwest Special Recreation Association

(SEAL)

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
RE: Surplus Ordinance 2017-2
Date: May 24, 2017

Motion to approve the Surplus Ordinance 2017-2 as presented.

X. Information /Action Items

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Managing Risks, Promoting Wellness Northwest Special Recreation Association

May 2017

Did you recognize the many ways your agency impacted other PDRMA members, your employees, patrons and community in 2016? Sometimes we don't appreciate the lasting ripple effects from the many things we do. And although those ripples ultimately disappear, their impact remains.



Throughout last year, PDRMA and its member agencies made changes, completed improvements and tallied accomplishments. Each of those actions has staying power, keeping staff and patrons safe, facilities and programs engaging, and creating ripple effects that touch and inspire other PDRMA members, your agency and staff, and your community.

Please share this letter, the **2016 PATH Summary** and our annual report – available online and as a hard copy upon request – with your management staff and agency board members.

Risk Management Services

PDRMA's Risk Management Consultants offer expert guidance to help your agency prevent losses and provide a safe environment for patrons of every age to enjoy. Their expertise is on-site, in-depth, and provided at no extra cost to PDRMA members.

While it is impossible to measure the savings associated with avoiding or minimizing losses, it is undoubtedly significant. Your agency was actively involved in preventing loss through the Loss Control Review (LCR) and ***your agency's most recent LCR score was: 99.92%***



In addition, your agency has been awarded PDRMA's highest honor for achievement in loss control — Accreditation.

Over the past two years, we awarded your agency **\$3000** in total cash incentives in recognition of your loss control efforts.

Education and Training

While other organizations offer generalized courses for park and recreation agencies, PDRMA provides members with a broad range of hands-on and online industry-tailored educational programs that help members manage risks and promote wellness for employees and patrons alike.

Number of your agency's staff who participated in PDRMA's education and training programs in the past two years: 68

Legal Consultation

Members rely on advice and practical solutions provided by our in-house counsel to help them avoid costly legal problems. In 2016, PDRMA's counsel offered expert guidance at no additional cost to members through email, our Human Resource and Employment Liability Program (HELP) and nearly 600 HELPLine calls.

Number of calls your staff made to the HELPLine in the past two years: 7

Promoting Wellness

In its second year, **PATH** (Positive Activities Toward Health) achieved a 5-percent increase in employee participation, rising to 73 percent – just 2 percent shy of PDRMA's goal of 75-percent participation by eligible employees.



Filling out a Personal Health Assessment questionnaire and attending a biometric screening event (or submitting biometric results via a Physician Screening Form) helps **PATH** recommend the most appropriate activities, workshops, coaching support and challenges to keep participants engaged and active throughout the year. Employees earned points for completing activities up to an annual maximum of 400, which translates to equivalent incentive dollars at the end of the program year. More than 1,820 eligible employees participated in **PATH** during its first year.

Enclosed is the **2016 PATH Summary**, which highlights last year's accomplishments.

Rate Stabilization

Year after year, PDRMA's philosophy of focusing on long-term sustainability and financial stability provides members with a variety of ways to successfully manage risks and promote wellness within the framework of stable rates. In 2015 and 2016, PDRMA lowered Property/Casualty Program members' total contributions by \$4.77 million, combined, through use of the rate stabilization fund.

*Amount of rate stabilization used on your agency's behalf in the past two years:
\$21,054.00*

Although the total value of managing your risks and promoting wellness is impossible to fully quantify, one thing is certain: **The strength of PDRMA membership, combined with our innovative and industry-specific offerings, creates a bottom line that goes beyond just a number to help you effectively manage risks and promote wellness for your agency, employees and patrons.**

Broadway Buddies program to perform 'Grease!'

Submitted by Brian Selders

On Thursday, May 4, and Friday, May 5, an uplifting act of creative partnership will be on display as the T-Birds and Pink Ladies reunite in "Grease, a Review" at the Buffalo Grove Community Arts Center at 7 p.m.

The production is the culmination of efforts by Northwest Special Recreation Association and the Buffalo Grove Park District to develop increased opportunities for individuals with disabilities to immerse themselves into full community theater productions.

This community production will be hosted by Big Deal Productions, managed by the Buffalo Grove Park District. As part of the NWSRA Broadway Buddies program, participants have practiced for two to three hours per week for approximately 12 weeks to ensure that their performances are ready.

Through the Broadway Buddies program, individuals with disabilities are paired with volunteer "Buddies." These individuals serve as music directors, choreographers, mentor directors, stagehands, behavior support and other roles throughout the process.

Through the collective efforts of the Buffalo Grove Park District, NWSRA, Big Deal Productions, the volunteer "Buddies" and all of the cast members, this event will create an immersive theatrical



COURTESY OF SUMMER FRONES

The cast and crew of the 2016 Broadway Buddies production of "Willy Wonka Jr., a Review." This year's Broadway Buddies production, "Grease, a Review," will be staged Thursday, May 4, and Friday, May 5.

experience for the actors and audience.

"We worked with the talents and abilities our participants do have, and we were able to showcase their strengths," said show coordinator and NWSRA staff member Erica Stanko.

Previously, Broadway Buddies hosted "Willy Wonka Jr. Review." The stage was set with a 16-foot gate to the chocolate factory, detailed Oompa Loompa costumes, an inflatable blueberry

costume for Violet Beauregarde and more.

The Willy Wonka reception transformed the Community Arts Center into a real-life candy factory, complete with custom wrapped Willy Wonka chocolate bars and other confections featured in the play.

Beginning in September, participants have learned skills such as characterization, projection and voice control, confidence on stage, musicality, choreography and

movement, fluency in reading and delivering lines, stage direction, emotion, etc.

These skills were taught through various games and activities. The actors were given scripts, music and choreography and were expected to practice at home.

NWSRA participant Rebecca Hackl played the role of Charlie in the 2016 "Willy Wonka Jr." production, while her sister Elise served as a teacher for the Broadway

Buddies program.

Rebecca, who has autism, has participated in NWSRA programs for more than 15 years and has been part of many acting, music and dance programs with the organization.

Elise stated, "This production was an amazing opportunity for Rebecca to perform and to be part of the community. The cool thing about community theater is that there is no age limit, no limit on accessibility, and no limit on acceptance."

"Becca and I were both able to be part of something bigger than us and give back to our community in a way that is meaningful to us."

Through theater, individuals are able to find, develop and enhance many skills, including improvisation, communication, socialization and more. The process of learning a script, interacting with peers and coaches, helping with backstage production lends itself to the rapid development of skills that may not be found through other means.

"The community is greatly impacted by our partnerships, bringing activities and experiences to everyone," Elise said. "By partnering with NWSRA, we were able to ensure that everyone is not just accepted at the program, but thrives from being part of the program."

Big Deal Productions, managed by the Buffalo Grove Park District, has staged a variety of musical and theatrical productions throughout the year at its newly acquired and renovated Buffalo Grove Community Arts Center.

Buffalo Grove Park District Executive Director Ryan Risinger said, "We are really proud to be able to partner with NWSRA and provide the community with a program that allows people with a variety of disabilities to be able to participate in a community theater program."

"For years we've seen how the Buddy Baseball program has enriched the lives of hundreds of people. Now we are doing the same thing, but for people who love theater and performing on stage. The benefits to the performers, the buddies who assist them, and their families is unmeasurable."

"This event serves as an example of how quality of life, self-empowerment and social equity can be achieved through innovative collaboration," said NWSRA Executive Director Tracey Crawford. "We appreciate the continued partnership with the Buffalo Grove Park District and thank them for their outstanding efforts."

For information, contact Jessi Hersman at jessi@bgparks.org. To purchase tickets online, visit www.bigdeal-productions.org.

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English tea cart. Period apparel and hats are encouraged. Hosted by the Hoffman Estates Arts Commission. \$35. Call Sue at (847) 781-2606.

SLSF Buffalo Grove Golf Classic

• 9:30 a.m. Wednesday, May 17, The Arboretum Club, 401 Half Day Road, Buffalo Grove. Join the Rotary Club of Buffalo Grove and Special Leisure

Services Foundation for a day on the course with friends and colleagues. Golfers will tee off to support recreational programs for children and adults with disabilities. Lunch, dinner and drinks are included along with 18 holes of golf. Proceeds support Special Leisure Services Foundation, the fundraising arm of Northwest Special Recreation Association. \$135. Visit slsf.me or call Nanette at (847) 392-2848, ext. 255.

From the community: Actors with disabilities perform Grease!



The cast and crew of the 2016 Broadway Buddies production of Willa Wonka, Jr., a Review. (Posted by bselders, Community Contributor)

By **Community Contributor bselders**

APRIL 25, 2017, 10:19 AM

On May 4 and 5, an uplifting act of creative partnership will be on display as the T-Birds and Pink Ladies reunite in Grease, a Review at the Buffalo Grove Community Arts Center at 7:00 p.m. both evenings. The production is the culmination of efforts by Northwest Special Recreation Association (NWSRA) and the Buffalo Grove Park District to develop increased opportunities for individuals with disabilities to immerse themselves into full community theater productions.

This community production will be hosted by Big Deal Productions, managed by the Buffalo Grove Park District. As part of the NWSRA Broadway Buddies program, participants have practiced for 2-3 hours per week for approximately 12 weeks to ensure that their performances are ready. Through the Broadway Buddies program, individuals with disabilities are paired with volunteer "Buddies". These individuals serve as music directors, choreographers, mentor directors, stagehands, behavior support, and many other roles throughout the process. Through the collective efforts of the Buffalo Grove Park

District, NWSRA, Big Deal Productions, the volunteer "Buddies" and all of the cast members, this event will create an immersive theatrical experience for the actors and audience. Show coordinator and NWSRA staff member Erica Stanko stated "We worked with the talents and abilities our participants do have, and we were able to showcase their strengths."

In 2015, Broadway Buddies hosted the Willy Wonka Jr. Review. The stage was set with a 16 foot gate to the chocolate factory, detailed Oompa Loompa costumes, an inflatable blueberry costume for Violet Beauregarde and more. The Willy Wonka reception transformed the Community Arts Center into a real life candy factory, complete with custom wrapped Willy Wonka chocolate bars and other candy confections featured in the play. From the moment the attendee walked in the door, it felt as if they had stepped into the world of Willy Wonka.

Beginning in September, participants have learned skills such as characterization, projection and voice control, confidence on stage, musicality, choreography and movement, fluency in reading and delivering lines, stage direction, emotion, etc. These skills were taught through various games and activities. The actors were given scripts, music, and choreography and were expected to practice at home.

NWSRA participant Rebecca Hackl played the role of Charlie in the 2016 Willy Wonka Jr. production, while her sister Elise served as a teacher for the Broadway Buddies program. Rebecca, who has Autism, has participated in NWSRA programs for over 15 years, and has been part of many acting, music, and dance programs with the organization. Elise stated "This production was an amazing opportunity for Rebecca to perform and to be part of the community. The cool thing about community theater is that there is no age limit, no limit on accessibility, and no limit on acceptance. Becca and I were both able to be part of something bigger than us and give back to our community in a way that is meaningful to us." Through theater, individuals are able to find, develop and enhance many skills including improvisation, communication, socialization and so much more. The process of learning a script, interacting with peers and coaches, helping with back stage production lends itself to the rapid development of skills that may not be found through other means. Elise added "The community is greatly impacted by our partnerships- bringing activities and experiences to everyone. By partnering with NWSRA, we were able to ensure that everyone is not just accepted at the program, but thrives from being part of the program." Big Deal Productions, managed by the Buffalo Grove Park District, has staged a variety of musical and theatrical productions throughout the year at its newly acquired and renovated Buffalo Grove Community Arts Center. Buffalo Grove Park District Executive Director Ryan Risinger stated "We are really proud to be able to partner with NWSRA, and provide the community with a program that allows people with a variety of disabilities to be able to participate in a community theater program. For years we've seen how the Buddy Baseball program has enriched the lives of hundreds of people; now we are doing the same thing, but for people who love theater and performing on stage. The benefits to the performers, the buddies who assist them, and their families is unmeasurable."

NWSRA Executive Director Tracey Crawford stated "This event serves as an example of how quality of life, self-empowerment and social equity can be achieved through innovative collaboration. We

appreciate the continued partnership with the Buffalo Grove Park District and thank them for their outstanding efforts."

For more information, contact Jessi Hersman at jessi@bgparks.org. To purchase tickets online, visit www.bigdealproductions.org

This item was posted by a community contributor. To read more about community contributors, click [here](#).

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This article is related to: Theater

XII. Closed Session Action

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**NORTHWEST SPECIAL RECREATION ASSOCIATION
RESOLUTION NO. 2017-14**

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

WHEREAS, Section 2.06(d) of the Open Meetings Act, 5 ILCS 120/2.06(d), requires the Board of Park Trustees (“Agency Board”) of the Northwest Special Recreation Association (“Agency”) to meet periodically, but no less than semi-annually, to review the minutes of all closed meetings and to determine and thereafter report in open session whether (i) the need for confidentiality still exists with respect to all or parts of those minutes, or (ii) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Trustees of Northwest Special Recreation, Cook County, Illinois, as follows:

1. The foregoing preambles to this Resolution are hereby incorporated by this reference in, and made a part of, this Resolution.
2. The Agency Board, having met periodically but not less than semiannually to review all previously unreleased closed session meeting minutes, hereby determines as of the date of this resolution that the following sets of closed session minutes, or portions thereof, no longer require confidential treatment and are available for public inspection:
 - A.
3. The Agency Board hereby further determines that the need for confidentiality still exists as to all closed session minutes, or portions thereof, not listed in Section 2 above, and the same shall not be released for public inspection.
4. This Resolution shall be in full force and effect from and after its adoption as provided by law.

Adopted this 24th day of May, 2017 by roll call vote as follows:

AYES:

NAYS:

ABSENT:

Tony LaFrener, Chairman,
Board of Trustees

ATTEST:

Tracey Crawford, Recording Secretary
Board of Trustees

STATE OF ILLINOIS)
)
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Tracey Crawford, do hereby certify that I am the Secretary of the Board of Trustees of Northwest Special Recreation Association, Cook County, Illinois and as such, I am keeper of the records, files and seal of said Agency; and

I HERBY CERTIFY that the foregoing instrument is a true and correct copy of:

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

adopted at a duly called Regular Meeting of the Board of Trustees of Northwest Special Recreation Association held at Park Central, 3000 W. Central Road, Rolling Meadows, Illinois at 10:30 a.m. on the 24th day of May, 2017.

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

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said Northwest Special Recreation Association at Rolling Meadows, Illinois, this 24th day of May, 2017.

Tracey Crawford

[SEAL]